

# WEST BERKS FOODBANK

England & Wales · Charity number 1151996

## Details

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Other names	(FORMERLY NEWBURY AND THATCHAM FOOD BANK)
Status	Registered
Legal form	CIO
Registered	2013-05-13
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	West Berks Foodbank Unit 80 First Street Greenham Business Park Thatcham Berkshire RG19 6HW
Phone	07836500610
Email	<a href="mailto:info@westberks.foodbank.org.uk">info@westberks.foodbank.org.uk</a>
Website	<a href="http://www.westberks.foodbank.org.uk">www.westberks.foodbank.org.uk</a>

## Activities

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**Objects:** TO RELIEVE PERSONS IN WEST BERKSHIRE AND LOCAL SURROUNDING AREAS WHO ARE IN CONDITIONS OF NEED, HARDSHIP OR DISTRESS BY PROVIDING FREE FOOD AND IN SUCH OTHER WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT, THEREBY DEMONSTRATING THE LOVE OF JESUS CHRIST FOR ALL.

**Activities:** To relieve persons in West Berkshire and local surrounding areas who are in conditions of need, hardship or distress by providing free food, and in such other ways as the trustees from time to time think fit, and also in other parts of the United Kingdom and in such ways as the trustees from time to time think fit, thereby demonstrating the love of Jesus Christ for all.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies

## Geography

- West Berkshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£263,296	£258,076	-	-
2024-03-31	£273,732	£201,258	-	-
2023-03-31	£272,659	£129,809	-	-
2022-03-31	£132,595	£97,032	-	-
2021-03-31	£205,307	£103,487	-	-

## Trustees

Name	Role	Appointed
<b>Olivia Greenaway</b>	Chair	2025-03-18
Dr Peter Michael Digby Collins		2023-10-16
Julia Hoaen		2023-04-24
Michelle Slatter		2025-09-29
Nigel Coopey		2025-09-29
Phillip John Bevan		2022-05-11
Ronald Alexander James Herd		2021-05-20

**WEST BERKS FOODBANK**

England & Wales - Charity number 1151996

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# Accounts

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# **West Berks Foodbank**

A Charitable Incorporated Organisation,  
Charity Registration Number 1151996

The Mayor of Newbury's chosen charity  
for 2024/25

## **ANNUAL REPORT AND FINANCIAL ACCOUNTS TO THE YEAR ENDED 31 MARCH 2025**

***Relieving Hunger***  
***Restoring Dignity***  
***Reviving Hope***

**Principal office**

Unit 80 First Street  
Greenham Business Park  
Berkshire, RG19 6HW

**Registered office**

Liberty House  
Greenham Business Park  
Newbury  
Berkshire, RG19 6HW

**Board of Trustees** (as at 31  
March 2025)

Jason Collis (Chair)  
Philip Bevan  
Peter Collins  
Olivia Greenaway  
Ronnie Herd  
Julia Hoan

**Treasurer**

Dave Carter

**Minutes Secretary**

Janet Sporton

**Foodbank Manager**

Fran Chamings

**Deputy Manager**

Laura Iaschi

**Benefits Adviser**

Amelia Gourlay

**Independent Accounts****Examiner**

David R Weller DMA, ONC/HNC

**The Hungerford Team hosting  
the 2025 AGM**

Jennifer Bartter (Lead Volunteer)  
Anne, Carol, Elaine, Geraldine,  
Grainne, Hayley, Hilary, Kim,  
Lydia and Tracy

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

West Berks Foodbank (WBFB) is a volunteer organisation dedicated to the alleviation of hunger in its area. It became a Charitable Incorporated Organisation (Associated Model Constitution) on 13 May 2013 with Charity Registration Number 1151996. During its preceding foundation period, it had operated under a Trust Deed as a Charitable Trust under the name of Newbury and Thatcham Foodbank.

The formal objects of WBFB, as set out in its constitution, are: 'To relieve persons in West Berkshire and local surrounding areas who are in conditions of need, hardship or distress, by providing free food and in such other ways as the Trustees from time to time think fit, thereby demonstrating the love of Jesus Christ for all.'

West Berks Foodbank is an independent social franchise partner of the Trussell Trust Foodbank Network – the largest Foodbank network in the United Kingdom. It adheres to the policies and procedures laid down in the Trussell Trust Operations Manual, which have been developed and proven in over 1400 actively operating Trussell Trust model foodbanks in the UK network.

The Board of Trustees manages the affairs of the CIO, and for that purpose exercises all of the powers of the CIO. Each Trustee is charged to exercise their powers and perform their functions as a trustee in the way they decide in good faith would be most likely to further the purposes of the CIO. They are expected to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances, having regard to any special knowledge or experience that they have.

The Board employs three essentially full-time staff, led by the Foodbank Manager Fran Chamings, to deliver the day-to-day work of the Foodbank and to manage its relationships with other relevant organisations in West Berks. The staff are supported by about 170 volunteers in a wide variety of part-time roles.

## **GENERAL ACTIVITIES OF WBFB**

### **Directly responding to crisis food needs**

WBFB directly serves people in short-term crisis food need. It has established a wide network of referrers - a total of 275 referral partners by March 2025 - who, knowing the circumstances of the referred beneficiary, can vouch for their crisis food needs. It has also established a wide range of generous food donors – private individuals (especially but not only via food supermarkets and churches), schools, businesses, local organisations and other sources. It sorts, stores and manages the supply of food to its

Foodbank distribution centres. At these centres it provides, on presentation of each referral food voucher or e-voucher number, seven days of nutritionally balanced emergency food for the household affected. Where appropriate, it also signposts clients to other charitable organisations who can help them deal with longer-term difficulties.

### **Working indirectly via other organisations**

WFBF supports other local organisations that deal with vulnerable people who have longer-term food needs. The main organisations it supports regularly are: -

- Two Saints, which provides two hostels in Newbury for those without shelter and works with them to the goal of independence.
- Loose Ends, a charity offering homeless and vulnerable people five home-cooked meals each week.
- Bramlings House, sheltered accommodation for younger people aged 18-35 years.
- Project Salama (domestic violence charity)
- West Berkshire Housing Team.
- Foodbanks and breakfast clubs operated by 13 schools.

WFBF also supports ad-hoc calls for food from other organisations supporting those in crisis need, including the Berkshire Women's Aid and local women's refuge; Newbury Soup Kitchen; Fairclose Day Centre; Bridge for Young People (formerly known as Young People and Children First); All Yours; the Community Furniture Project; Thatcham Larder; Newbury Larder; Babybank; Eight Bells for Mental Health; and Speen Community Café.

About 40% of stock leaving the warehouse goes to these and similar charities, and via them to individuals in need. This network enables the Foodbank to reach a substantially wider range of people than it could solely by its own efforts.

## **OPERATIONAL REPORT FOR 2024-25**

### **Summary statistics for year ended 31 March 2025**

- 145.4 tonnes of stock received, of which around 17% was bought by WFBF.
- 152.2 tonnes of stock distributed, leaving c. 27 tonnes of stock at the warehouse at the year end.
- 9043 parcels of food distributed direct to individual clients - 5537 to adults and 3506 to children

The figures indicate a 6% increase in turnover of stock and a 12% increase in number of clients served directly in comparison with 2023/24.

Donations of stock occur throughout the year, often stimulated by special campaigns as opportunities arise, for example as supermarkets allow us special access. Donations reach significant peaks in periods associated with the Harvest Festival (12.2 additional tonnes in 2024), Christmas (6.6 tonnes) and the Hungry Holidays initiative (see below).

In those cases where it was possible to check, the three most common reasons given by clients for using the Foodbank were the rising cost of essentials, change in an existing physical or mental health condition, and debt.

In November 2024 we reached the milestone of having distributed 1000 tonnes of food and other essentials since the Foodbank began operations in its present form in 2013.

### **The Team**

This work is the outcome of a massive effort by a large and diverse team, and we are extremely grateful to everyone involved for their unstinting commitment to improving the lives of those who seek our support. The team is led by our three dedicated salaried staff – Fran Chamings, Laura laschi and Amelia Gourlay – and includes about 170 volunteers working in many different locations and roles; innumerable individuals whose generous donations make it all possible; individuals and organisations who refer those in need to us; organisations with whom we collaborate to broaden our reach; and a large number of organisations, businesses and charitable trusts who support us with funds and many other timely interventions, including providing short-term volunteers for specific occasions and many imaginative fund-raising initiatives. We are most grateful to them all: without such support, our work would simply not be possible. Food poverty is a many-sided issue, and alleviating it requires a correspondingly many-sided approach.

WBFB is, in effect, strongly embedded in its community. It came into being through the efforts of local churches, and it works particularly closely with local churches, local schools and other community groups, giving talks, helping with collections, providing opportunities for visits and volunteering, and spreading awareness of the problems that exist and approaches to helping address them. Most of our distribution centres are located in church buildings.

In March 2025 we welcomed a new trustee, Olivia Greenaway. At the end of March Dave Carter stood down after loyal service as Treasurer. He was replaced by Glenn Wycherley as Acting Treasurer while a long-term

appointment was being sought. Shortly after the end of the year under review, Jason Collis stepped both as a Trustee and as Chair of Trustees after many years of committed service. The Trustees appointed Olivia Greenaway to act in his place until the AGM. We are most grateful both to those completing their work with WBFB and those stepping into their shoes.

### **Warehouse**

The largest building used by WBFB is its warehouse, based in the Greenham Business Park. This is a substantial flexible space, and without it the whole operation would likely have folded at the onset of the covid pandemic. We are greatly indebted to the Greenham Trust for making it available to us. However, it was designed originally for other purposes, is not in particularly good condition, and is now scheduled for eventual demolition. During the year the Greenham Trust offered us a share in a new development on the Park, with WBFB being responsible only for the fitout costs. We spent a good deal of time devising ways to adapt the development to our current and foreseeable needs, and indeed introducing new ways of working to exploit the opportunities provided by the new building. In the event this particular development will not be going ahead as originally envisaged, but we hope to be able to move into a different development in the Park during or soon after 2026/27.

### **Distribution Centres**

During the year we continued to operate six distribution centres, at: Burghfield & Mortimer, Calcot, Hungerford, Newbury (at the Kennet Christian Centre and the Salvation Army), and Thatcham. The distribution centres are kept stocked with supplies from the warehouse. In addition, we have satellite foodbanks (where we have pre-packed foodboxes available) at St John's Church, Newbury; Two Saints Hostels at Newtown Road and London Road, and West Berks Council Housing. And we deliver parcels direct to some clients throughout West Berkshire three times per week. These extra operations give us greater flexibility in responding rapidly to clients' needs.

Each distribution centre is operated by a volunteer team for two hours in the early afternoon on one day per week, for clients with appropriate vouchers to collect seven-day food parcels and to talk with volunteers as they wish. Signposting is also provided during these sessions to help clients access more specialised help, and some sessions at distribution centres benefit from representatives from the Samaritans and other organisations making themselves available. Our Benefits Adviser, Amelia Gourlay, currently funded by a grant from the Trussell Trust, works with individual clients as needed; in 2024/25 she was able to help clients

access a total of £264,619 to which they were entitled, a truly life-changing amount..

### **Hungry Holidays**

The project to support families with children during the summer holidays when free school meals are not available is a major logistical exercise, stretching our resources to near their limit. Financial support from the Greenham Common Trust and West Berkshire Council was vital, as was practical help from many quarters in addition to our regular staff and volunteers. Our heartfelt thanks to them all. Over July/August 2024 we supported children in 555 households across 49 West Berks schools, working closely with the schools both to identify relevant households and to get the supplies to them. The number of schools who asked for support was greater than in 2023, and the number of children we supported, 1276, was a 37% increase on 2023. The project required 17.2 tonnes of stock to be moved through the warehouse (9.2 tonnes of which was purchased in advance), in addition to stock being moved directly from supermarkets to schools.

### **FINANCIAL SUMMARY**

The examined accounts for the year to 31 March 2025 are attached at the end of this report. They show a healthy balance overall, with total receipts of £263,296 (a fraction down on last year's £273,732). Expenditure was up to £258,076 from £201,258, owing mainly to increased employment costs and food purchases. At the year end the accounts show a cumulative balance of £362,198 unrestricted funds and £34,895 restricted funds. While these are very reassuring figures, we face the prospect both of substantial expenditure associated with the planned move to a new warehouse (see above) and with having to replace several fixed-term income streams that will be reaching their natural end, so there is no room for complacency.

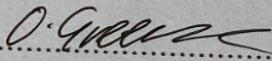
We are extremely grateful to the many generous donors, personal and corporate, who have made it possible for us to continue serving the people of West Berkshire for another year. Among many other initiatives, we were especially pleased to be selected by Andy Moore as the Mayor of Newbury's charity of the year for 2024/25. Andy made the most of the opportunity both to publicise the work of WBFB and to spearhead some very successful fundraising.

**DECLARATION**

**The Trustees declare that they have approved the Trustees report above.**

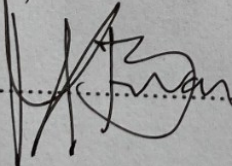
**Signed on behalf of the Board of Trustees**

Name.. Olivia Greenaway .....

Signature..  .....

Date 02/09/25 .....

Name.. Phillip Bevan .....

Signature..  .....

Date 02/09/2025 .....

**WEST BERKS FOODBANK**  
**CHARITY NUMBER 1151996**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDING 31<sup>ST</sup>**  
**MARCH 2025**

**Introduction**

I have great pleasure in reporting on the Accounts of the West Berks Foodbank for the year ending 31<sup>st</sup> March 2025.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners and included a review of the accounting records kept, and a comparison of the accounts presented with those records. This examination is in accordance with my responsibilities as set out in Section A of the Charity Commissioners official Independent Examiner's Report under Sections 145 and 145(5)(b) of the Charities Act 2011.

**Independent Examiner's Statement**

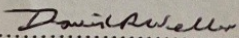
I confirm that the financial statements are in accordance with the income, expenditure, assets and investments information supplies to me by the Treasurer. I am satisfied that the Treasurer and Trustees has put in place safe, efficient arrangements and maintain robust controls on payments as an integrated part of the overall financial control system.

**Conclusion**

This is my twelfth examination as the appointed Independent Examiner for the West Berks Foodbank and I would once again like to place on record my sincere thanks to the Treasurer, Dave Carter, for all his hard work in preparing the accounts and for providing me with the information and records required to undertake the examination. The accounts are very clear and concise and, once again, it has been a real pleasure to carry out the independent examination.

I am satisfied that the Treasurer and Trustees have put in place safe, efficient arrangements and maintain robust controls on income and payments as an integrated part of the overall financial control system.

After twelve years I am standing down as the appointed Independent Examiner for the West Berks Foodbank and would like to place on record my thanks to Dave Carter and Roger Ryton, the former Treasurer, for their co-operation in providing me with the information required to undertake the examinations. I wish everybody connected with the Foodbank all the very best for the future.

  
.....  
David R Weller DMA, ONC/HNC  
Independent Financial Examiner

Date: 30<sup>th</sup> April 2025

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CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name  
West Berks Foodbank

No (if any)  
1151996

CC16a

Receipts and payments accounts

For the period from 01/04/2024 To 31/03/2025

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations Directly to Us	166,829	-	-	166,829	169,722
Greenham CT	3,000	-	-	3,000	20,000
Tesco Top Up Scheme	8,217	-	-	8,217	13,010
Gift Aid Tax Reclaim	-	-	-	-	-
Trussel Trust	-	51,750	-	51,750	-
West Berks Council	31,000	-	-	31,000	71,000
Amazon/Sainsbury	1,500	-	-	1,500	-
Newbury BS	1,000	-	-	1,000	-
<b>Sub total (Gross income for AR)</b>	<b>211,546</b>	<b>51,750</b>	<b>-</b>	<b>263,296</b>	<b>273,732</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>211,546</b>	<b>51,750</b>	<b>-</b>	<b>263,296</b>	<b>273,732</b>
<b>A3 Payments</b>					
Employment Costs	75,141	37,150	-	112,291	91,696
Food Purchases	58,632	-	-	58,632	29,280
Utility Support	12,434	-	-	12,434	13,455
Cardboard Boxes-Single Use	1,962	-	-	1,962	5,565
Crisis Foodline	-	-	-	-	3,881
Transportation	14,504	-	-	14,504	3,972
Warehouse & Office Service Charges	17,715	-	-	17,715	16,506
Printing & Stationery	2,847	-	-	2,847	4,938
Other	33,672	4,019	-	37,691	31,965
<b>Sub total</b>	<b>216,907</b>	<b>41,169</b>	<b>-</b>	<b>258,076</b>	<b>201,258</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>216,907</b>	<b>41,169</b>	<b>-</b>	<b>258,076</b>	<b>201,258</b>
<b>Net of receipts/(payments)</b>	<b>- 5,361</b>	<b>10,581</b>	<b>-</b>	<b>5,220</b>	<b>72,474</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 5,361</b>	<b>10,581</b>	<b>-</b>	<b>5,220</b>	<b>72,474</b>

DRW

David Atwell  
28/4/2024

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Bank	362,136	34,895	-
	Petty Cash	82	-	-
		-	-	-
	<b>Total cash funds</b>	<b>362,198</b>	<b>34,895</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	O. GREENAWAY	2/9/25
	P. BEVAN	2/9/25

**WEST BERKS FOODBANK**

England & Wales - Charity number 1151996

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# Accounts

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# **West Berks Foodbank**

(A Charitable Incorporated Organisation)

Charity of the Year, 2023 Greenham Common Trust Charity Awards

***Relieving Hunger  
Restoring Dignity  
Reviving Hope***

## **ANNUAL REPORT AND FINANCIAL STATEMENT TO THE YEAR ENDED 31 MARCH 2024**

<b>Charity name</b>	West Berks Foodbank
<b>Charity registration number</b>	1151996
<b>Principal office</b>	Unit 80 First Street, Greenham Business Park, Berkshire RG19 6HW
<b>Registered office</b>	Liberty House, Greenham Business Park, Newbury, Berkshire RG19 6HW
<b>Trustees</b> (as at 31 March 2024)	Jason Paul Collis (Chair) Philip Bevan Peter Collins Ronald Alexander James Herd Julia Hoan Sarah Antoinette Wylie
<b>Treasurer</b>	Dave Carter
<b>Minutes Secretary</b>	Lynn Portwood
<b>Foodbank Manager</b>	Fran Chamings
<b>Deputy Manager</b>	Laura Iaschi
<b>Benefits Adviser</b>	Amelia Gourlay
<b>Independent Examiner</b>	David R Weller DMA, ONC/HNC

## 1. Structure, Governance and Management

### a. General

West Berks Foodbank became a Charitable Incorporated Organisation (Associated Model Constitution) on 13 May 2013 with Charity Registration Number 1151996. During its preceding foundation period, it had operated under a Trust Deed as a Charitable Trust under the name of Newbury and Thatcham Foodbank.

West Berks Foodbank (WBFB) is an independent social franchise partner of the Trussell Trust Foodbank Network – the largest Foodbank network in the United Kingdom. It adheres to the policies and procedures laid down in the Trussell Trust Operations Manual, which have been developed and proven in over 1300 actively operating Trussell Trust model foodbanks in the UK network.

The trustees manage the affairs of the CIO, and for that purpose exercise all of the powers of the CIO. Each trustee is charged to exercise their powers and perform their functions as a trustee in the way they decide in good faith would be most likely to further the purposes of the CIO. They are expected to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances, having regard to any special knowledge or experience that they have or hold themselves as having. A WBFB trustee must be over the age of 16 years; have not retired from, or been removed from, office; have expressly acknowledged acceptance of the office of charity trustee; and be a practising Trinitarian Christian.

In seeking new trustees, the Foodbank looks for people who strongly endorse, and seek to further, the charitable objectives of the charity; have the vision, enthusiasm, drive and contacts to make things happen; and bring complementary skills that ensure there is the broad range of relevant skills needed to successfully direct and manage the charity.

The trustees are responsible for the vision, strategic direction, fund raising, financial health, regulatory compliance, and general well-being of the Foodbank.

### b. Charitable Objects

- to relieve persons in West Berkshire and local surrounding areas who are in conditions of need, hardship or distress, by providing free food, and in such other ways as the trustees from time to time think fit, and also in other parts of the United Kingdom and in such ways as the trustees from time to time think fit, thereby demonstrating the love of Jesus Christ for all;
- the prevention or relief of poverty in West Berkshire in particular, but not exclusively, by providing emergency food to individuals in need and by supporting other charities and organisations working to prevent or relieve poverty;
- to provide services to people who have need of them by reason of their age, ill-health, disability, financial hardship or other disadvantage by signposting them to additional support services.

## 2. General activities of WBFB

### a. Satisfying Short Term Crisis Food Needs

WBFB directly serves people in short term crisis food need. It has established a wide network of referrers - a total of 275 referral partners by March 2024 - who, knowing the circumstances of the referred beneficiary, can vouch for their crisis food needs.

It has also established a wide range of generous food donors – the general public (especially via food supermarkets and churches), schools, businesses, local organisations and other sources. It sorts, stores and manages the supply of food to its Foodbank distribution centres. Here it provides, on presentation of each referral food voucher or e-voucher number, a minimum of seven days of nutritionally balanced emergency food for the family group affected. Where appropriate, it also signposts clients to other charitable organisations who can help them overcome their longer-term difficulties.

### b. Assisting with Longer-Term Food Needs

WBFB supports other local organisations that deal with vulnerable people who have longer-term food needs. The main charities it supports are: -

- **Two Saints**, which provides two hostels in Newbury for those without shelter and works with them to the goal of independence.
- **Loose Ends**, a charity offering homeless and vulnerable people five home-cooked meals each week.
- **Bramlings House**, sheltered accommodation for young people aged 16-24 years.
- **Homestart West Berkshire**, supporting families with young children.
- **West Berkshire Housing Team**.
- **Foodbanks and breakfast clubs** operated by a number of schools.

### c. Supporting Other Ad Hoc Food & Essential Items Shortage Needs

WBFB also supports ad-hoc calls for food from other organisations supporting those in crisis need, including the Berkshire Women's Aid and local women's refuge; Newbury Soup Kitchen; Fairclose Day Centre; Bridge for Young People (formerly known as Young People and Children First); All Yours; the Community Furniture Project; Thatcham Larder; Homestart; Babybank; Eight Bells for Mental Health; and Speen Community Café.

## 3. Operational report

### a. Introduction

One of the highlights of another challenging year for the West Berks Foodbank was winning 'Charity of the Year for the Disadvantaged', and then overall 'Charity of the Year', at the 2023 Greenham Common Trust Charity Awards in October 2023. This achievement was marked by a letter of congratulations from the Mayor of Newbury, Nigel Foot, by considerable publicity, and by much deserved celebration. And then in March 2024 we commemorated the tenth anniversary of the formal launch of WBFB with a celebration of our volunteers at St George's Church attended by many of the volunteers who have been associated with the Foodbank since its inception.



These two occasions highlighted both how much work the Foodbank has done already and how well it has done it – a major contribution to the well-being of the people of West Berkshire. And they also highlighted the continuing need for the work of the Foodbank, which was underlined by our many activities during 2023/24.

b. The Team

This work is the outcome of a massive effort by a large and diverse team, and we are extremely grateful to everyone involved for their unstinting commitment to improving the lives of those who seek our support. The team is led by our three excellent salaried staff – Fran Chamings, Laura laschi and Amelia Gourlay – and includes about 150 volunteers working in many different locations and roles; innumerable individuals whose generous donations make it all possible; individuals and organisations who refer those in need to us; organisations with whom we collaborate to broaden our reach; and a large number of organisations, businesses and charitable trusts who support us with funds and many other timely interventions, including providing short-term volunteers for specific occasions and many imaginative fund-raising initiatives. We are most grateful to them all: without such support, our work would simply not be possible. Food poverty is a many-sided issue, and alleviating it requires a correspondingly many-sided approach.

WFBF is, in effect, strongly embedded in its community. It came into being through the efforts of local churches, and it works particularly closely with local churches, local schools and other community groups, giving talks, helping with collections, providing opportunities for visits and

volunteering, and spreading awareness of the problems that exist and approaches to helping address them. Most of our distribution centres are located in church buildings.

During the year we welcomed two new trustees: Julia Hoaen in April 2023, and Peter Collins in October 2023. Julia has taken on overall responsibility for safeguarding, and ensures that all relevant individuals have formal training in safeguarding – a key requirement for operations like ours.

We also welcomed two new full-time members of staff: Laura Iaschi in April 2023 as Deputy Foodbank Manager, and Amelia Gourlay in June 2023 as Benefits Adviser helping individual clients navigate their way round the benefits system. Their appointment had an immediate and lasting impact on our ability to deliver our services. Laura had previously worked as a volunteer during the early days of the Covid pandemic, so came with valuable experience of the Foodbank's operations.



#### c. Distribution Centres

During the Covid pandemic we had to close all the distribution centres. More recently we have been gradually reopening them and increasingly focusing operations on these centres, in part because of the opportunities they offer for interactions with clients. During the year we were able to open a new, sixth, centre to serve Calcot, Theale and Tilehurst. Initially located in Tilehurst, this was moved after a couple of months to the more conveniently located Calcot Centre, where it is now well established. And such is the demand in Newbury that we also opened an additional centre at the Salvation Army building in January 2024, where we had operated before Covid.

We therefore now have distribution centres at Burghfield & Mortimer, Calcot, Hungerford, Newbury (at the Kennet Christian Centre and the Salvation Army), and Thatcham. In addition, we have satellite foodbanks (where we have pre-packed foodboxes available) at St John's Church, Newbury; Two Saints Hostels at Newtown Road and London Road, and West Berks Council Housing. In addition, we deliver parcels direct to some clients throughout West Berkshire three times per week. These extra operations give us greater flexibility in responding rapidly to clients' needs.

#### d. Diversification

The year has, in fact, been marked by a considerable expansion not just in scale but also in the range of services we are offering. The availability of benefits advice is meeting a clear need, and Amelia has a full caseload. In addition to mainstream benefits, this can include accessing emergency vouchers for fuel meters, referrals for fuel advice, and referrals for support for homelessness and alcohol and drug addiction services.

In addition, some distribution centres host the Samaritans, Recovery in Mind, and Sovereign Housing at regular intervals, so that the specialist support provided by these organisations can be offered where needed. The distribution centres at Hungerford and Thatcham now offer cooking lessons. Thatcham is also addressing adult illiteracy, and Burghfield champions a pet food Foodbank in its area.

We have also diversified the range of products that we are able to offer those in need – not just different types of food but also, during 2023/24, air fryers, slow cookers, and heated throws, which have proved essential in this time of cost of living crisis.

We have become more active in social media, too, with a volunteer, Paul Grist, appointed in June 2023 to oversee this important but complex area of our operations. This complements a considerable amount of work with more traditional media, especially the press and local television where WBFB had good positive coverage during the year.

e. Hungry Holidays

One of the biggest projects of the year was Hungry Holidays, an attempt to alleviate the problems associated with families not having access to free school meals over the long summer holidays. This was, again, a massive effort during June and July, and was generously supported by special grants from the Greenham Common Trust and West Berkshire Council and by practical help from the Community Furniture Project. Schools were invited to identify families that they knew to be in real need of help: about half the schools in West Berkshire responded, with information about 375 families – 550 adults and 934 children, a total of 1484 individuals. The food required was then procured and distributed to the schools, which in turn distributed it to the relevant families before the summer holidays began. Our warmest thanks to the many people who put in a great deal of extra effort to ensure the operation went smoothly.

f. Summary Statistics for year ended 31 March 2024

- 140.0 tonnes of stock received
- 141.2 tonnes of stock distributed
- 8065 parcels of food distributed direct to clients – 4591 to adults and 3474 to children
- 49% of vouchers were for households with at least one child, and 20% were for households with at least one person aged over 65.
- Many clients were working.
- Many clients had disabilities.
- 50% of clients visiting the Foodbank during 2023/24 were doing so for the first time.

#### 4. Financial summary

In the year to 31 March 2024, our overall balance increased from £319,399 to £391,702. This figure includes £24,314 of restricted reserves (from Trussell Trust for expenditure in 24/25 on a Benefits Advisor), together with our reserves of £20,000 for Payroll and a General Reserve of £30,000, leaving an overall healthy operating balance of £317,388 (which currently equates to just under 2 years running costs).

Income in the year of £273,261 was similar to last year (£272,659).

Significant donations (over £2000) were received from West Berks Council £76,000, Greenham Common Trust £20,000, Trussell Trust (Tesco Top up) £13,019, St Nicholas Newbury Xmas Appeal £7617, W Oloman £4,000, West Berks Car & Coffee £3,457 and St James Place £2,500, together with other Corporate Grants/Donations and the continuous regular donations from Churches and Individuals. We are most grateful to all our donors and supporters.

Expenses in the year of £201,137 were £71,328 higher than last year, reflecting higher staff costs @ £44,000 (additional person), increased spending on food @£14,500, support for heating costs @ £7500, increased warehouse costs @ £5000.

**4) Declaration**

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

**Signed on behalf of the charity trustees**

.....

.....

Name.....

Name.....



**WEST BERKS FOODBANK**  
**CHARITY NUMBER 1151996**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDING 31<sup>ST</sup>**  
**MARCH 2024**

**Introduction**

I have great pleasure in reporting on the Accounts of the West Berks Foodbank for the year ending 31<sup>st</sup> March 2024.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners and included a review of the accounting records kept, and a comparison of the accounts presented with those records. This examination is in accordance with my responsibilities as set out in Section A of the Charity Commissioners official Independent Examiner's Report under Sections 145 and 145(5)(b) of the Charities Act 2011.

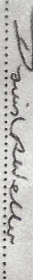
**Independent Examiner's Statement**

I confirm that the financial statements are in accordance with the income, expenditure, assets and investments information supplies to me by the Treasurer. I am satisfied that the Treasurer and Trustees has put in place safe, efficient arrangements and maintain robust controls on payments as an integrated part of the overall financial control system.

**Conclusion**

This is my eleventh examination as the appointed Independent Examiner for the West Berks Foodbank and I would once again like to place on record my sincere thanks to the Treasurer, Dave Carter, for all his hard work in preparing the accounts and for providing me with the information and records required to undertake the examination. The accounts are very clear and concise and, once again, it has been a real pleasure to carry out the independent examination.

I am satisfied that the Treasurer and Trustees have put in place safe, efficient arrangements and maintain robust controls on income and payments as an integrated part of the overall financial control system.

  
David R Weller DMA, ONC/HNC  
Independent Financial Examiner

Date: 13<sup>th</sup> June 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

West Berks Foodbank  
1711 5911

**Receipts and payments accounts**

For the period from 01/04/2023 To 31/03/2024

CC16a

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations Directly to Us	169,722	-	-	169,722	174,083
Greenham CT	20,000	-	-	20,000	-
Tesco Top Up Scheme	13,010	-	-	13,010	7,846
Gift Aid Tax Reclaim	-	-	-	-	-
Housell Trust	-	-	-	-	51,750
West Berks Council	71,000	-	-	71,000	-
Amazon/Sainsbury	-	-	-	-	30,000
Newbury BS	-	-	-	-	9,000
<b>Sub total (Gross income for AR)</b>	<b>273,732</b>	-	-	<b>273,732</b>	<b>272,659</b>

<b>A2 Asset and investment sales, (see table).</b>					
Sub total	-	-	-	-	-
<b>Total receipts</b>	<b>273,732</b>	-	-	<b>273,732</b>	<b>272,659</b>

	91,696	29,280	13,465	5,565	3,881	3,972	16,506	4,938	31,965	201,258
<b>A3 Payments</b>										
Employment Costs	91,696	-	-	-	-	-	-	-	-	-
Food Purchases	29,280	-	-	-	-	-	-	-	-	-
Utility Support	13,465	-	-	-	-	-	-	-	-	-
Cardboard Boxes Single Use	5,565	-	-	-	-	-	-	-	-	-
Crisis Foodline	3,881	-	-	-	-	-	-	-	-	-
Transportation	3,972	-	-	-	-	-	-	-	-	-
Warehouse Office Service Charges	16,506	-	-	-	-	-	-	-	-	-
Printing & Stationery	4,938	-	-	-	-	-	-	-	-	-
Other	31,965	-	-	-	-	-	-	-	-	-
<b>Sub total</b>	<b>201,258</b>	-	-	-	-	-	-	-	-	-

<b>A4 Asset and investment purchases, (see table)</b>					
Sub total	-	-	-	-	-
<b>Total payments</b>	<b>201,258</b>	-	-	<b>201,258</b>	<b>129,809</b>

<b>Net of receipts/(payments)</b>					
A5 Transfers between funds	72,474	-	-	72,474	142,850
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>72,474</b>	-	-	<b>72,474</b>	<b>142,850</b>

DRW  
13/6/2024

WOLKING ESTATE

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds Bank	367,388	24,314	-
	Posty Cash	171	-	-
<b>Total cash funds</b>		<b>367,559</b>	<b>24,314</b>	<b>-</b>

(agree balances with receipts and payments account(s))

B2 Other monetary assets

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

B3 Investment assets

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

B4 Assets retained for the charity's own use

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

B5 Liabilities

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

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


Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date of approval \_\_\_\_\_



15/05/2024

West Side's Foodbank - Finance report to 31st March 2024

	April	May	June	July	August	September	October	November	December	January	February	March	Total
<b>Income</b>													
Aids Funding	5630.61	17079.50	6589.18	31465.84	9514.11	9626.13	10799.58	10505.66	40882.21	23355.57	13879.67	68047.04	247395.10
Donations	1950.00	1950.00	2655.00	2305.84	2025.00	1810.00	1880.00	2855.00	2680.00	2130.00	1780.00	2317.06	26337.06
Donations with CA													
Trusted Trust - Restricted													
Donation Easter Eggs													
Gift Aid													
<b>Total Income</b>	<b>7580.61</b>	<b>19029.50</b>	<b>9244.18</b>	<b>33770.84</b>	<b>11539.11</b>	<b>11436.13</b>	<b>12679.58</b>	<b>13360.66</b>	<b>43562.21</b>	<b>25485.57</b>	<b>15659.67</b>	<b>70364.10</b>	<b>273732.16</b>
<b>Expenses</b>													
Boats	769.03	0.00	821.56	0.00	0.00	2388.15	0.00	0.00	0.00	763.03	0.00	823.06	5564.83
Business Rates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Crus Foodline - Desk	903.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	903.75
Crus Foodline - Staff	2977.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2977.24
Donation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Employment costs	3234.71	5083.34	5366.38	7197.15	8221.22	8272.48	8605.82	9001.52	9241.01	8790.21	9691.81	8790.21	91695.86
Food	3676.52	1667.07	708.98	2086.83	4952.12	1025.16	5960.53	568.95	1304.18	629.62	820.30	5878.96	29280.22
Franchise	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Marketing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Motor Costs	450.34	438.63	590.59	501.12	458.33	69.04	127.28	241.34	124.84	560.68	159.03	190.00	3971.57
Printing	1169.54	816.89	1154.72	759.36	928.36	840.96	1365.58	842.75	1338.47	540.85	4544.41	2211.90	16505.77
Warehouse Service Charges/Costs	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Other	296.59	213.83	1799.85	3975.97	1912.79	1276.95	1063.30	158.98	2553.49	186.00	2284.59	2428.53	18150.87
<b>Total Expenses</b>	<b>16901.00</b>	<b>9608.49</b>	<b>11681.91</b>	<b>15810.67</b>	<b>16988.38</b>	<b>16711.72</b>	<b>19423.67</b>	<b>13303.92</b>	<b>17158.49</b>	<b>16261.40</b>	<b>22726.58</b>	<b>24684.83</b>	<b>201259.39</b>
<b>Income Less Expenses</b>	<b>-9320.39</b>	<b>9421.04</b>	<b>2487.13</b>	<b>17960.21</b>	<b>-5429.27</b>	<b>-5275.59</b>	<b>-6744.09</b>	<b>56.74</b>	<b>26403.72</b>	<b>9234.17</b>	<b>-7066.91</b>	<b>45679.27</b>	<b>72473.77</b>
<b>Opening Balance</b>	<b>31939.03</b>	<b>310078.64</b>	<b>319501.68</b>	<b>317064.55</b>	<b>335024.76</b>	<b>329595.49</b>	<b>324319.90</b>	<b>317575.81</b>	<b>317632.55</b>	<b>344036.27</b>	<b>352604.44</b>	<b>346193.53</b>	<b>319399.03</b>
<b>Income</b>	<b>16901.00</b>	<b>9608.46</b>	<b>21681.31</b>	<b>15810.63</b>	<b>16988.38</b>	<b>16711.72</b>	<b>19423.67</b>	<b>13303.92</b>	<b>17158.49</b>	<b>16261.40</b>	<b>22726.58</b>	<b>24684.83</b>	<b>201258.39</b>
<b>Closing Balance</b>	<b>310078.64</b>	<b>319501.68</b>	<b>317064.55</b>	<b>335024.76</b>	<b>329595.49</b>	<b>324319.90</b>	<b>317575.81</b>	<b>317632.55</b>	<b>344036.27</b>	<b>352604.44</b>	<b>346193.53</b>	<b>346193.53</b>	<b>391872.80</b>

  
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**WEST BERKS FOODBANK**  
**CHARITY NUMBER 1151996**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDING 31<sup>ST</sup>**  
**MARCH 2024**

**Introduction**

I have great pleasure in reporting on the Accounts of the West Berks Foodbank for the year ending 31<sup>st</sup> March 2024.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners and included a review of the accounting records kept, and a comparison of the accounts presented with those records. This examination is in accordance with my responsibilities as set out in Section A of the Charity Commissioners official Independent Examiner's Report under Sections 145 and 145(5)(b) of the Charities Act 2011.

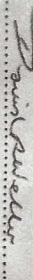
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I confirm that the financial statements are in accordance with the income, expenditure, assets and investments information supplies to me by the Treasurer. I am satisfied that the Treasurer and Trustees has put in place safe, efficient arrangements and maintain robust controls on payments as an integrated part of the overall financial control system.

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.....  
David R Weller DMA, ONC/HNC  
Independent Financial Examiner

Date: 13<sup>th</sup> June 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

West Berks Foodbank  
1711, 9511

**Receipts and payments accounts**

For the period from 01/04/2023 To 31/03/2024

CC16a

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
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Greenham CT	20,000	-	-	20,000	-
Tesco Top Up Scheme	13,010	-	-	13,010	7,846
Gift Aid Tax Reclaim	-	-	-	-	-
Housell Trust	-	-	-	-	51,750
West Berks Council	71,000	-	-	71,000	-
Amazon/Sainsbury	-	-	-	-	30,000
Newbury BS	-	-	-	-	9,000
<b>Sub total (Gross income for AR)</b>	<b>273,732</b>	-	-	<b>273,732</b>	<b>272,659</b>

<b>A2 Asset and investment sales, (see table).</b>					
Sub total	-	-	-	-	-
<b>Total receipts</b>	<b>273,732</b>	-	-	<b>273,732</b>	<b>272,659</b>

	91,696	29,280	13,465	5,565	3,881	3,972	16,506	4,938	31,965	201,258
<b>A3 Payments</b>										
Employment Costs	91,696	-	-	-	-	-	-	-	-	-
Food Purchases	29,280	-	-	-	-	-	-	-	-	-
Utility Support	13,465	-	-	-	-	-	-	-	-	-
Cardboard Boxes Single Use	5,565	-	-	-	-	-	-	-	-	-
Crisis Foodline	3,881	-	-	-	-	-	-	-	-	-
Transportation	3,972	-	-	-	-	-	-	-	-	-
Warehouse Office Service Charges	16,506	-	-	-	-	-	-	-	-	-
Printing & Stationery	4,938	-	-	-	-	-	-	-	-	-
Other	31,965	-	-	-	-	-	-	-	-	-
<b>Sub total</b>	<b>201,258</b>	-	-	-	-	-	-	-	-	-

<b>A4 Asset and investment purchases, (see table)</b>					
Sub total	-	-	-	-	-
<b>Total payments</b>	<b>201,258</b>	-	-	<b>201,258</b>	<b>129,809</b>

<b>Net of receipts/(payments)</b>					
A5 Transfers between funds	72,474	-	-	72,474	142,850
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>72,474</b>	-	-	<b>72,474</b>	<b>142,850</b>

DRW  
13/6/2024

WOLKING ESTATE

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Lloyds Bank	367,388	24,314	-
	Post Office	171	-	-
<b>Total cash funds</b>		<b>367,559</b>	<b>24,314</b>	<b>-</b>

(agree balances with receipts and payments account(s))

B2 Other monetary assets

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

B3 Investment assets

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

B4 Assets retained for the charity's own use

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

B5 Liabilities

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

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

Signature \_\_\_\_\_ Print Name \_\_\_\_\_ Date of approval \_\_\_\_\_



15/05/2024

West Side's Foodbank - Finance report to 31st March 2024

	April	May	June	July	August	September	October	November	December	January	February	March	Total
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Donations with CA													
Trusted Trust - Restricted													
Donation Easter Eggs													
Gift Aid													
<b>Total Income</b>	<b>7580.61</b>	<b>19029.50</b>	<b>9244.18</b>	<b>33770.84</b>	<b>11539.11</b>	<b>11436.13</b>	<b>12679.58</b>	<b>13360.66</b>	<b>43562.21</b>	<b>25485.57</b>	<b>15659.67</b>	<b>70364.10</b>	<b>273732.16</b>
<b>Expenses</b>													
Boots	769.03	0.00	821.56	0.00	0.00	2388.15	0.00	0.00	0.00	763.03	0.00	823.06	5564.83
Business Rates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Crus Foodline - Desk	903.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	903.75
Crus Foodline - Staff	2977.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2977.26
Donation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Employment costs	3234.71	5083.34	5366.38	7197.15	8221.22	8272.48	8605.82	9001.52	9241.01	8790.21	9691.81	8790.21	91695.86
Food	3676.52	1667.07	708.98	2086.83	4952.12	1025.16	5960.53	568.95	1304.18	629.62	820.30	5878.96	29280.22
Franchise	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Marketing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Phone	534.71	125.10	227.91	125.20	184.87	171.27	352.58	166.67	177.67	201.08	152.30	1400.30	3819.66
Printing	533.62	0.00	299.26	139.73	190.00	0.00	405.40	70.60	106.20	717.93	500.00	0.00	2962.74
Stationery	24.95	491.60	228.84	11.97	13.55	318.76	0.00	211.30	149.59	268.29	125.90	0.00	1974.84
Printing	2150.00	50.00	0.00	0.00	2000.00	0.00	75.00	1000.00	5080.00	100.00	3000.00	0.00	13455.00
Hairing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Motor Costs	450.34	418.63	590.59	501.12	455.33	69.04	153.35	127.28	241.34	124.84	560.68	159.03	3971.57
Warehouse Service Charges/Costs	1169.54	816.89	1154.72	759.36	920.36	840.96	1365.58	842.75	1338.47	540.85	4544.41	2211.90	16505.77
Advertising	180.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.00
Other	296.59	213.83	1799.85	3975.97	1912.79	1276.95	1063.30	158.98	2553.49	186.00	2284.59	2428.53	18150.87
<b>Total Expenses</b>	<b>16901.00</b>	<b>9608.46</b>	<b>11681.91</b>	<b>15810.63</b>	<b>16988.38</b>	<b>16711.72</b>	<b>19423.67</b>	<b>13303.92</b>	<b>17158.49</b>	<b>16261.40</b>	<b>22726.58</b>	<b>24684.83</b>	<b>201259.39</b>
<b>Income Less Expenses</b>	<b>-9320.39</b>	<b>9421.04</b>	<b>-2437.13</b>	<b>17960.21</b>	<b>-5429.27</b>	<b>-5275.59</b>	<b>-6744.09</b>	<b>56.74</b>	<b>26403.72</b>	<b>9224.17</b>	<b>-7066.91</b>	<b>45679.27</b>	<b>72473.77</b>
<b>Opening Balance</b>	<b>31939.03</b>	<b>310078.64</b>	<b>319501.68</b>	<b>317064.55</b>	<b>335024.76</b>	<b>329595.49</b>	<b>324319.90</b>	<b>317575.81</b>	<b>317632.55</b>	<b>344036.27</b>	<b>352360.44</b>	<b>346193.53</b>	<b>319399.03</b>
<b>Income</b>	<b>16901.00</b>	<b>9608.46</b>	<b>21681.31</b>	<b>15810.63</b>	<b>16988.38</b>	<b>16711.72</b>	<b>19423.67</b>	<b>13303.92</b>	<b>17158.49</b>	<b>16261.40</b>	<b>22726.58</b>	<b>24684.83</b>	<b>201258.39</b>
<b>Closing Balance</b>	<b>310078.64</b>	<b>319501.68</b>	<b>317064.55</b>	<b>335024.76</b>	<b>329595.49</b>	<b>324319.90</b>	<b>317575.81</b>	<b>317632.55</b>	<b>344036.27</b>	<b>352360.44</b>	<b>346193.53</b>	<b>346193.53</b>	<b>391872.80</b>

DRW  
12/6/2024

DRW

DRW

DRW

**WEST BERKS FOODBANK**

England & Wales - Charity number 1151996

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# Accounts

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West Berks Foodbank Charity Registration Number 1151996

**West Berks Foodbank**  
(A Charitable Incorporated Organisation)

**Annual Report and Financial Statements  
to the Year Ended 31<sup>st</sup> March 2023**

AGM Review Page 1 31-10-2023

West Berks Foodbank Charity Registration Number 1151996

**Charity name**

West Berks Foodbank

**Charity registration number**

1151996

**Principal office**

Unit 80 First Street,  
Greenham Business Park,  
Berkshire  
RG19 6HW

**Registered office**

Liberty House,  
Greenham Business Park,  
Newbury,  
Berkshire  
RG19 6HW

**Trustees**

Jason Paul Collis  
Philip Bevan  
Ronald Alexander James Herd  
Sarah Antoinette Wylie

**Foodbank Manager**

Fran Chamings

**Independent Examiner**

David R Weller DMA, ONC/HNC

AGM Review Page 2 31-10-2023

West Berks Foodbank Charity Registration Number 1151996 **1. Structure, Governance and**

**Management**

a. General

West Berks Foodbank became a Charitable Incorporated Organisation (Associated Model Constitution) on the 13<sup>th</sup> May 2013 with Charity Registration Number 1151996. (During its foundation period, it operated under a Trust Deed as a Charitable Trust under the name of Newbury and Thatcham Foodbank.)

West Berks Foodbank is an independent social franchise partner of the Trussell Trust Foodbank Network – the largest foodbank network in the United Kingdom – and it adheres to the policies and procedures laid down in the Trussell Trust Operations Manual which have been developed and proven in over 1300 actively operating Trussell Trust model foodbanks in the UK network.

The trustees manage the affairs of the CIO and for that purpose exercise all of the powers of the CIO. Each trustee is charged to exercise their powers and perform their functions as a trustee in the way they decide in good faith would be most likely to further the purposes of the CIO. They are also expected to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard to any special knowledge or experience that they have or hold themselves as having. A charity trustee must be over the age of 16 years; have not retired from, or been removed from, office; have expressly acknowledged acceptance of the office of charity trustee; and be a practising Trinitarian Christian.

In seeking new trustees, the Foodbank looks for people who strongly endorse, and seek

to further, the charitable objectives of the charity; have the vision, enthusiasm, drive and contacts to make things happen; bring complementary skills that ensure there is the broad range of relevant skills needed to successfully direct and manage the charity.

The trustees are responsible for vision, strategic direction, fund raising, the financial health, regulatory compliance, and general well-being of the Foodbank.

## b. Charitable Objects

- to relieve persons in West Berkshire and local surrounding areas who are in conditions of need, hardship or distress, by providing free food, and in such other ways as the trustees from time-to-time think fit, and also in other parts of the United Kingdom and in such ways as the trustees from time-to-time think fit, thereby demonstrating the love of Jesus Christ for all.
- the prevention or relief of poverty in West Berkshire in particular, but not exclusively, by providing emergency food to individuals in need and/or charities, or other organisations working to prevent or relieve poverty

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West Berks Foodbank Charity Registration Number 1151996

- to provide services to people who have need of them by reason of their age, ill-health, disability, financial hardship or other disadvantage by signposting them to additional support services

## **2. Activities of the Charity**

### **a. Satisfying Short Term Crisis Food Needs**

The Charity directly serves those people in short term crisis food need. It has established a wide network of referrers, who, knowing the circumstances of the referred beneficiary can vouch for their crisis food needs. 51% of clients are referred to us by a professional agency or charity. 49% of referrals come via our Crisis Foodline.

It has also established a wide range of generous food donors – the general public via food supermarkets, churches, schools, businesses, organisations and other sources. It sorts, stores and manages the supply of food to its foodbank distribution centres. Here it provides, on presentation of each referral food voucher or e-voucher number, a minimum of seven days of nutritionally balanced emergency food for the family group affected. It also seeks to restore the dignity of, and revive the hope of, and signpost, those affected to other charitable organisations who can help them overcome their longer-term difficulties.

### **b. Assisting with Longer Term Food Needs**

The Charity supports other local organisations that deal with vulnerable people who have longer term food needs. The main charities it supports are: -

- **Two Saints** provide two hostels in Newbury for those without shelter and work with them

to the goal of independence.

- **Loose Ends**, a charity offering homeless and vulnerable people five home cooked meals each week.
- **Bramlings House**, sheltered accommodation for young people aged 16-24 years.
- **Homestart West Berkshire**, supporting families with young children.

### **c) Supporting Other Ad Hoc Food & Essential Items Shortage Needs**

The Charity also supports other ad-hoc calls for food from other organisations supporting those in crisis need. Berkshire Women's Aid and local women's refuge. Newbury Soup Kitchen, Fairclose Day Centre, Young People and Children First, Community Furniture Project

### **3. Operational report prepared by Foodbank Manager**

Another challenging year for us as a foodbank and our clients using the services. AGM

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West Berks Foodbank Charity Registration Number 1151996

Many more of our clients are unable to make ends meet more regularly, with some having negative monthly budgets. Due to the exceptionally high fuel costs this year, it really has been the year of heat or eat.

From April 2022 - March 2023 there was a 7.7% increase in the number of individuals receiving food compared to the previous year with a total of 9237 people given seven days' worth of food. This number is split between 5193 adults and 4044 children throughout West Berkshire. This is a smaller increase than we expected, but we believe the various initiatives run by local and central government may have been responsible for this. (Cost of Living payments, and household support fund.)

Solid working practices and a strong training programme led to another accurate stocktake, with minimal impact to the foodbanks operations as we only closed for one day. Many businesses have Corporate Social Responsibility policies that encourage corporate volunteering days. So, we partnered with a recruitment company from Reading, Page Personnel. They sent in a team of 10 who did all the heavy lifting reducing the stress on our volunteers. We had two managers and only two volunteers overseeing the stocktake.

The part-time warehouse manager 12 month contract came to an end at the end of the financial year and the part-time contract wasn't renewed. A new position for a full-time Deputy Foodbank Manager was created after the year end

Our Hungry Holiday initiative was suspended to all schools in West Berkshire due to having little surplus stock. All schools were informed and so we were pleased that the £15 free school meals vouchers were extended to all pupil premium children. West Berkshire Council also ran their HAF Programme (Holiday, Activities and Food) guaranteeing approx. 800 places for disadvantaged children.

Amazon Theale donated £30k to allow us to purchase up to 500 electric heated throws to support vulnerable people in the community. Working with Age UK, Social Prescribers, and referrers, we have prioritised our older, disabled and sedentary clients. Our sincere gratitude for this amazing donation to keep people warm over winter.

#### **a. Quick Statistics**

- 152 tonnes of food donated by the community of West Berkshire
- Over 48% of the vouchers issued are for households with children.
- 4700 clients gave low income as reason for crisis, 312 Clients were homeless and 1058 sought support due to benefit delays or changes.
- Top three wards by demand (an administrative division of a city or borough)<sup>1<sup>st</sup></sup>, Newbury Greenham, 2<sup>nd</sup> Newbury Central, 3<sup>rd</sup> Newbury Clay Hill.
- 119 different Statutory Agencies and Charities made referrals.

#### **b. Looking Forward**

We continue to adapt and evolve to the ever-changing needs of our clients.

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West Berks Foodbank Charity Registration Number 1151996

Building on our relationships with other charities we have an established framework of support for the most vulnerable in our community.

#### **Newbury Distribution Centre**

Unfortunately, The Salvation Army was unable to continue to host our foodbank distribution centre in Newbury, so we had to look for an alternative home. We are very gratefully for seven years of support from the Salvation Army in Newbury.

We have been made extremely welcome by our new hosts in Newbury, The Kennet Christian Centre, Enborne Road, Newbury. Caroline and Phil Whitehead, the Pastors and Liz Butler, the centre manager, have moved heaven and earth to accommodate us. Volunteers from KCC run a community café alongside the foodbank creating a welcoming and supportive atmosphere.

#### **Volunteers**

Our volunteer retention has been very good again this year with approx. 150 active volunteers. We recognise that our volunteers are facing more challenging situations as the external environment brings even greater challenges to many in West Berkshire. We now need to recognise the importance of good mental health support for our client facing volunteers. Therefore, both the

foodbank manager and warehouse manager (appointed May 2023) have qualified as Mental First Aiders and attended a Suicide Awareness courses. Twelve frontline volunteers attended a the Mental Health First Aid course.

At the Foodbank we also think its our duty to include the community as much as possible, so we welcome young people from local schools for work experience. In doing this, we ensure that we treat all our young people equally, irrespective of their academic level, physical and mental abilities or past school exclusions.

The partnership between trustees and allocated distribution centres has improved connections during the year. .

**c. Thanks**

Without all our donors and supporters West Berkshire would not have a foodbank, so we are very grateful to all of the following people and organisations.

We take this opportunity to recognise all our incredible volunteers who go above and beyond every day.

- To all our Churches
- To all our Schools
- Greenham Trust
- Tesco Extra Pinchington Lane
- Sainsbury Newbury
- Waitrose Newbury

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West Berks Foodbank Charity Registration Number 1151996

- Waitrose Thatcham
- Tesco London Road
- Tesco Hungerford
- St Oswalds Church – hosts of Burghfield and Mortimer Foodbank
- Hungerford Methodist Church - hosts of Hungerford Foodbank
- Thatcham Baptist Church – hosts of Thatcham Foodbank
- Kennet Christian Centre – hosts of Newbury Foodbank

**4) Declaration**

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

**Signed on behalf of the charity trustees**

.....

Name..... Name.....





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name West Berks Foodbank	No (if any) 1151996
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## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations Directly to Us	174,063	-	-	174,063	95,147
Asda/Trussell Grant		-	-	-	20,015
Tesco Top Up Scheme	7,846		-	7,846	6,818
Gift Aid Tax Reclaim	-	-	-	-	-
Trussel Trust	-	51,750	-	51,750	-
Waitrose/Trussell	-	-	-	-	3,848
Amazon/Sainsbury	30,000	-	-	30,000	6,767
Newbury BS	9,000	-	-	9,000	-
<b>Sub total (Gross income for AR)</b>	<b>220,909</b>	<b>51,750</b>	<b>-</b>	<b>272,659</b>	<b>132,595</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	

	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	<b>220,909</b>	<b>51,750</b>	<b>-</b>	<b>272,659</b>	<b>132,595</b>

### A3 Payments

Employment Costs	47,257	-	-	47,257	39,828
Food Purchases	14,789	-	-	14,789	17,415
Equipment Purchases	422	-	-	422	1,476
Cardboard Boxes-Single Use	6,262	-	-	6,262	6,841
Crisis Foodline	8,335	-	-	8,335	5,793
Transportation	6,735	-	-	6,735	7,630
Warehouse& Office Service Charges	11,014	-	-	11,014	5,861
Printing&Stationery	2,789	-	-	2,789	3,329
Other	32,206	-	-	32,206	8,859
<b>Sub total</b>	<b>129,809</b>	<b>-</b>	<b>-</b>	<b>129,809</b>	<b>97,032</b>

### A4 Asset and investment purchases, (see table)

	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total payments</b>	129,809	-	-	129,809	97,032
<b>Net of receipts/(payments)</b>	91,100	51,750	-	142,850	35,563
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	91,100	51,750	-	142,850	35,563

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Bank	267,478	51,750	-
	Petty Cash	171	-	-
		-	-	-
	<b>Total cash funds</b>	267,649	51,750	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-



**B5 Liabilities**

**Details**


**Fund to which liability relates**


**Amount due (optional)**

-
-
-
-
-

**When due (optional)**


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

**Signature**


**Print Name**


**Date of approval**


**WEST BERKS FOODBANK**  
**CHARITY NUMBER 1151996**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDING 31<sup>ST</sup>**  
**MARCH 2023**

**Introduction**

I have great pleasure in reporting on the Accounts of the West Berks Foodbank for the year ending 31<sup>st</sup> March 2023.

**Basis of Independent Examiner's Report**

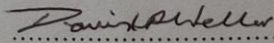
My examination was carried out in accordance with the General Directions given by the Charity Commissioners and included a review of the accounting records kept, and a comparison of the accounts presented with those records. This examination is in accordance with my responsibilities as set out in Section A of the Charity Commissioners official Independent Examiner's Report under Sections 145 and 145(5)(b) of the Charities Act 2011.

**Independent Examiner's Statement**

I confirm that the financial statements are in accordance with the income, expenditure, assets and investments information supplies to me by the Treasurer. I am satisfied that the Treasurer and Trustees has put in place safe, efficient arrangements and maintain robust controls on payments as an integrated part of the overall financial control system.

**Conclusion**

This is my tenth examination as the appointed Independent Examiner for the West Berks Foodbank and I would once again like to place on record my sincere thanks to the Treasurer, Dave Carter, for all his hard work in preparing the accounts and for providing me with the information and records required to undertake the examination. The accounts are very clear and concise and, once again, it has been a real pleasure to carry out the independent examination.

  
.....  
David R Weller DMA, ONC/HNC  
Independent Examiner

Date: 20<sup>th</sup> June 2023

**WEST BERKS FOODBANK**

England & Wales - Charity number 1151996

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# Accounts

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**West Berks Foodbank**  
(A Charitable Incorporated Organisation)

**Annual Report and Financial Statements  
to the Year Ended 31<sup>st</sup> March 2022**

**Charity name**

West Berks Foodbank

**Charity registration number**

1151996

**Principal office**

Unit 80 First Street,  
Greenham Business Park,  
Berkshire  
RG19 6HW

**Registered office**

Liberty House,  
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RG19 6HW

**Trustees**

Jason Paul Collis  
Karen Anne Frost  
Ronald Alexander James Herd  
Philip Bevan  
Sarah Antoinette Wylie

**Foodbank Manager**

Fran Chamings

**Independent Examiner**

David R Weller DMA, ONC/HNC

## 1. Structure, Governance and Management

### a. General

West Berks Foodbank became a Charitable Incorporated Organisation (Associated Model Constitution) on the 13<sup>th</sup> May 2013 with Charity Registration Number 1151996. (During its foundation period, it operated under a Trust Deed as a Charitable Trust under the name of Newbury and Thatcham Foodbank.)

West Berks Foodbank is an independent social franchise partner of the Trussell Trust Foodbank Network – the largest foodbank network in the United Kingdom – and it adheres to the policies and procedures laid down in the Trussell Trust Operations Manual which have been developed and proven in over 420 actively operating Trussell Trust model foodbanks in the UK network.

The trustees manage the affairs of the CIO and for that purpose exercise all of the powers of the CIO. Each trustee is charged to exercise their powers and perform their functions as a trustee in the way they decide in good faith would be most likely to further the purposes of the CIO. They are also expected to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard to any special knowledge or experience that they have or hold themselves as having. A charity trustee must be over the age of 16 years; have not retired from, or been removed from, office; have expressly acknowledged acceptance of the office of charity trustee; and be a practising Trinitarian Christian.

In seeking new trustees, the Foodbank looks for people who strongly endorse, and seek to further, the charitable objectives of the charity; have the vision, enthusiasm, drive and contacts to make things happen; bring complementary skills that ensure there is the broad range of relevant skills needed to successfully direct and manage the charity.

The trustees are responsible for vision, strategic direction, fund raising, the financial health, regulatory compliance, and general well-being of the Foodbank.

### b. Charitable Objects

- to relieve persons in West Berkshire and local surrounding areas who are in conditions of need, hardship or distress, by providing free food, and in such other ways as the trustees from time-to-time think fit, and also in other parts of the United Kingdom and in such ways as the trustees from time-to-time think fit, thereby demonstrating the love of Jesus Christ for all.
- the prevention or relief of poverty in West Berkshire in particular, but not exclusively, by providing emergency food to individuals in need and/or charities, or other organisations working to prevent or relieve poverty

- to provide services to people who have need of them by reason of their age, ill-health, disability, financial hardship or other disadvantage by signposting them to additional support services

## 2. Activities of the Charity

### a. Satisfying Short Term Crisis Food Needs

The Charity directly serves those people in short term crisis food need. It has established a wide network of referrers, who, knowing the circumstances of the referred beneficiary can vouch for their crisis food needs. 48% of clients are referred to us by a professional agency or charity. 52% of referrals come via our Crisis Foodline.

It has also established a wide range of generous food donors – the general public via food supermarkets, churches, schools, businesses, organisations and other sources. It sorts, stores and manages the supply of food to its foodbank distribution centres. Here it provides, on presentation of each referral food voucher or e-voucher number, a minimum of seven days of nutritionally balanced emergency food for the family group affected. It also seeks to restore the dignity of, and revive the hope of, and signpost, those affected to other charitable organisations who can help them overcome their longer-term difficulties.

### b. Assisting with Longer Term Food Needs

The Charity supports other local organisations that deal with vulnerable people who have longer term food needs. The main charities it supports are: -

- **Two Saints** provide two hostels in Newbury for those without shelter and work with them to the goal of independence.
- **Loose Ends**, a charity offering homeless and vulnerable people five home cooked meals each week.
- **Bramlings House**, sheltered accommodation for young people aged 16-24 years.
- **Homestart West Berkshire**, supporting families with young children.

### c) Supporting Other Ad Hoc Food & Essential Items Shortage Needs

The Charity also supports other ad-hoc calls for food from other organisations supporting those in crisis need. Berkshire Women's Aid and local women's refuge. Newbury Soup Kitchen, Fairclose Day Centre, Priors Court SEN School, Basingstoke and Reading maternity units, local animal charities.

## 3. Operational report prepared by Foodbank Manager

The past year has again been a busy one for West Berks Foodbank, both day to day and at Trustee level.

From April 2021 - March 2022 there was a 17% decrease in the number of individuals receiving food compared to the previous year with a total of 8571 people fed. This number is split between 4930 adults and 3641 children throughout West Berkshire. This decrease in usage was mostly due to a significant number of small food provision outlets which opened up in West Berkshire during the Covid-19 pandemic. This gave people alternative places to collect food from, and includes three food larders established locally and numerous pop-up independent foodbanks.

During the past year we have re-opened three of our five distribution centres in Hungerford, Burghfield and Thatcham. The decision was made not to re-open Lambourn Foodbank as a Covid pop-up foodbank was servicing the valley.

Improved working practices and a strong training programme led to a near perfect stocktake, with minimal impact to the foodbanks operations as we only closed for one day.

Two new Trustees have been appointed and a part time Warehouse Manager Matthew Davies has been employed to strengthen the team. The Project Manager's role was made permanent, and we maintained our volunteer numbers at around 140.

Our Hungry Holiday initiative was expanded to all schools in West Berkshire. School Support officers referred 359 people to us for weekly support during the six-week summer break. So, we fed an additional 2154 people throughout July and August to the above annual numbers. (Actual figures to include Hungry Holidays – 10725 people fed - 5680 adults and 5045 children)

#### **a. Quick Statistics**

- 171 tonnes of food donated by the community of West Berkshire
- 181 tonnes of food provided to the vulnerable.
- Over 25% of the vouchers issued are for single parent households.
- More than 47% of people fed were under 16 years of age.
- Just under 39% of those turning to us give low income as reason for crisis.
- 55% rise in those impacted by Domestic Abuse from previous fiscal year (93 to 165)
- 45,234 meals were provided via the Hungry Holiday initiative.

#### **b. Looking Forward**

We continue to adapt and evolve to the ever-changing needs of our clients. Building on our relationships with other charities we have an established framework of support for the most vulnerable in our community.

#### **Newbury Distribution Centre**

Newbury Salvation Army has always been a great supporter of West Berks Foodbank and used to host the Newbury Distribution centre, unfortunately operational changes have meant that we are no longer able to operation from their building. Kennet Christian Centre (KCC) immediately offered to host us, and we will be re-opening our Newbury Distribution Centre on Tuesdays at KCC.

### **Community Larders**

We have been working closely with the three local community larders to try and transition clients away from foodbanks and to these larders where there is no perceived stigma.

### **Volunteers**

We recognise that our volunteers are facing more challenging situation as the external environment brings even greater challenges to many in West Berkshire. The mental health of so many of our service users has been severely impacted by the pandemic, the removal of the £20 Universal Credit uplift and now the cost-of-living crisis. We are therefore focussing on more specialist training for our client facing volunteers. Mental First Aider Courses and Suicide Awareness courses are being made available.

In order to improve connections between Trustees and volunteers each one has been allocated a distribution centre and will visit regularly and offer peer to peer support as required.

### C Thanks

Without all our donors and supporters West Berkshire would not have a foodbank, so we are very grateful to all of the following people and organisations.

All our incredible volunteers who go above and beyond every day.

To all our Churches

To all our Schools

Greenham Trust

Tesco Extra Pinchington Lane

Sainsbury Newbury

Waitrose Newbury

Waitrose Thatcham

Tesco London Road

Tesco Hungerford

St Oswalds Church – hosts of Burghfield and Mortimer Foodbank

Hungerford Methodist Church - hosts of Hungerford Foodbank

Thatcham Baptist Church – hosts of Thatcham Foodbank

Kennet Christian Centre – hosts of Newbury Foodbank

St Johns Church and Revd Gary Collins were kind enough to offer us a new home and we are very grateful for their kindness and continued support.

Brian Fletcher and the Lambourn Foodbank volunteers that have served their community in Lambourn for a decade with dignity and kindness.

Volunteer Centre West Berkshire

**4) Declaration**

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

Signed on behalf of the charity trustees

.....

.....

Name.....

Name.....

**WEST BERKS FOODBANK**  
**CHARITY NUMBER 1151996**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDING 31<sup>ST</sup>**  
**MARCH 2022**

**Introduction**

I have great pleasure in reporting on the Accounts of the West Berks Foodbank for the year ending 31<sup>st</sup> March 2022.

**Basis of Independent Examiner's Report**

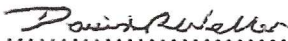
My examination was carried out in accordance with the General Directions given by the Charity Commissioners and included a review of the accounting records kept, and a comparison of the accounts presented with those records. This examination is in accordance with my responsibilities as set out in Section A of the Charity Commissioners official Independent Examiner's Report under Sections 145 and 145(5)(b) of the Charities Act 2011.

**Independent Examiner's Statement**

I confirm that the financial statements are in accordance with the income, expenditure, assets and investments information supplies to me by the Treasurer. I am satisfied that the Treasurer and Trustees has put in place safe, efficient arrangements and maintain robust controls on payments as an integrated part of the overall financial control system.

**Conclusion**

This is my ninth examination as the appointed Independent Examiner for the West Berks Foodbank and I would once again like to place on record my sincere thanks to the Treasurer, Dave Carter, for all his hard work in preparing the accounts and for providing me with the information and records required to undertake the examination. The accounts are very clear and concise and, once again, it has been a real pleasure to carry out the independent examination.

  
.....  
David R Weller DMA, ONC/HNC  
Independent Examiner

Date: 20<sup>th</sup> May 2022



**Section A**

**Independent Examiner's Report**

Report to the trustees/  
members of

Charity Name  
**WEST BIRMS FOODBANK**

On accounts for the year  
ended

<b>31st MARCH 2022</b>	Charity no (if any)	<b>1151996</b>
------------------------	------------------------	----------------

Set out on pages

**1 - 3**

(page number to include the page numbers of additional sheets)

Respective responsibilities  
of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent  
examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's  
statement

In connection with my examination, no material matters have come to my attention (~~other than that disclosed below~~ \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

**David Walker**

Date:

**20/05/2022**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

West Berks Foodbank

1151996

## Receipts and payments accounts

CC16a

For the period  
from

4/1/2021

To

3/31/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations Directly to Us	95,147	-	-	95,147	148,388
Asda/Trussell Grant	20,015	-	-	20,015	20,015
Tesco Top Up Scheme	6,818	-	-	6,818	1,186
Gift Aid Tax Reclaim	-	-	-	-	4,170
Donations/Grants : Good Exchange	-	-	-	-	31,548
Waitrose/Trussell	3,848	-	-	3,848	-
Sainsbury	6,767	-	-	6,767	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>132,595</b>	<b>-</b>	<b>-</b>	<b>132,595</b>	<b>205,307</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>132,595</b>	<b>-</b>	<b>-</b>	<b>132,595</b>	<b>205,307</b>
<b>A3 Payments</b>					
Employment Costs	39,828	-	-	39,828	36,523
Food Purchases	17,415	-	-	17,415	18,314
Equipment Purchases	1,476	-	-	1,476	14,505
Cardboard Boxes-Single Use	6,841	-	-	6,841	8,498
Crisis Foodline	5,793	-	-	5,793	8,127
Transportation	7,630	-	-	7,630	6,409
Warehouse& Office Service Charges	5,861	-	-	5,861	2,186
Printing&Stationery	3,329	-	-	3,329	1,394
Other	8,859	-	-	8,859	7,531
	-	-	-	-	-
<b>Sub total</b>	<b>97,032</b>	<b>-</b>	<b>-</b>	<b>97,032</b>	<b>103,487</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>97,032</b>	<b>-</b>	<b>-</b>	<b>97,032</b>	<b>103,487</b>
<b>Net of receipts/(payments)</b>	<b>35,563</b>	<b>-</b>	<b>-</b>	<b>35,563</b>	<b>101,820</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>39,126</b>
<b>Cash funds this year end</b>	<b>35,563</b>	<b>-</b>	<b>-</b>	<b>35,563</b>	<b>140,946</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Bank	176,119	-	-
	Petty Cash	390	-	-
		-	-	-
	<b>Total cash funds</b>	<b>176,509</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Agreement Error

OK

OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval

**WEST BERKS FOODBANK**

England & Wales - Charity number 1151996

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# Accounts

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**West Berks Foodbank**  
(A Charitable Incorporated Organisation)

**Annual Report and Financial Statements  
to the Year Ended 31<sup>st</sup> March 2021**

**Charity name**

West Berks Foodbank

**Charity registration number**

1151996

**Principal office**

Unit 80 First Street,  
Greenham Business Park,  
Berkshire  
RG19 6HW

**Registered office**

Liberty House,  
Greenham Business Park,  
Newbury,  
Berkshire  
RG19 6HW

**Trustees**

Jason Paul Collis (Chair)  
Karen Ann Frost  
Sue Stevenson  
Ronnie Herd

**Project Manager**

Fran Chamings

**Independent Examiner**

David R Weller DMA, ONC/HNC

## **1) Structure, Governance and Management**

### **a) General**

#### **Structure, Governance and Management**

West Berks Foodbank became a Charitable Incorporated Organisation (Associated Model Constitution) on the 13<sup>th</sup> May 2013 with Charity Registration Number 1151996. (During its foundation period, it operated under a Trust Deed as a Charitable Trust under the name of Newbury and Thatcham Foodbank.)

West Berks Foodbank is an independent social franchise partner of the Trussell Trust Foodbank Network – the largest foodbank network in the United Kingdom – and it adheres to the policies and procedures laid down in the Trussell Trust Operations Manual which have been developed and proven in over 420 actively operating Trussell Trust model foodbanks in the UK network.

The trustees manage the affairs of the CIO and for that purpose exercises all of the powers of the CIO. Each trustee is charged to exercise their powers and perform their functions as a trustee in the way they decide in good faith would be most likely to further the purposes of the CIO. They are also expected to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard to any special knowledge or experience that they have or hold themselves as having. A charity trustee must be over the age of 16 years; have not retired from, or been removed from, office; have expressly acknowledged acceptance of the office of charity trustee; be a practising Trinitarian Christian.

In seeking new trustees, the Foodbank looks for people who strongly endorse, and seek to further, the charitable objectives of the charity; have the vision, enthusiasm, drive and contacts to make things happen; bring complementary skills that ensure there is the broad range of relevant skills needed to successfully direct and manage the charity.

The trustees are responsible for vision, strategic direction, fund raising, the financial health, regulatory conformance and general well-being of the Foodbank.

### **b) Charitable Objects**

***“To relieve persons in West Berkshire and local surrounding areas who are in conditions of need, hardship or distress, by providing free food, and in such other ways as the trustees from time to time think fit, and also in other parts of the United Kingdom and in such ways as the trustees from time to time think fit, thereby demonstrating the love of Jesus Christ for all.”***

## 2) Activities of the Charity

### a) Satisfying Short Term Crisis Food Needs

The Charity directly serves those people in short term crisis food need. It established a wide network of referrers, who, knowing the circumstances of the referred beneficiary can vouch for their crisis food needs. Due to West Berkshire Council budget cuts in April 2016 it has had to set up and fund a separate referrer known as Crisis FoodLine and this now refers over 73.5% of all clients.

It has also established a wide range of generous food donors – the general public via food supermarkets, churches, schools, businesses, organisations and other sources. It sorts, stores and manages the supply of food to its foodbank centres. Here it provides, on presentation of each referral food voucher or e-voucher number, a minimum of three days of nutritionally-balanced emergency food for the family group affected. It also seeks to restore the dignity of, and revive the hope of, and signpost, those affected to other charitable organisations that can help them overcome their longer-term difficulties.

### b) Assisting with Longer Term Food Needs

The Charity supports other local organisations that deal with vulnerable people who have longer term food needs. The main charities it supports are: -

**Loose Ends**, a charity that supports homeless and vulnerable people and people with addictions in the Newbury area

**The Soup Kitchen** provides soup and a snack meal for homeless people in Newbury (currently one evening per week)

**Two Saints** provide a range of services and support networks to help people who are homeless in Newbury and West Berkshire, turn their lives around. They provide safe secure accommodation while they help people embark on a new life away from homelessness. It also helps people who already live in their own home to maintain their independence.

**West Berkshire Homeless** which helps homeless people get out of homelessness, get them into accommodation, into employment and reintegrate them back into society.

### c) Supporting Other Ad Hoc Food Shortage Needs

The Charity also supports other ad-hoc calls for food from other organisations supporting those in crisis need. It has supported other foodbanks when they have had critical stock shortages due to building damage, stock theft, etc. and some other small charities.

## 3) Operational report prepared by Project Manager

The operating year between April 2020 and March 2021 has obviously been the most challenging year that West Berks Foodbank have ever faced, completely changing our operating model to a home delivery service and all signposting and support done remotely or on the doorstep. The Crisis Food line meant unlike many 'referral only' foodbanks, we were able to support those in need during the first few months of the pandemic when access to professional referrers was virtually impossible.

Delivering to homes throughout West Berkshire has allowed us to reach clients in the more rural areas and those who before couldn't access the foodbank due to mental or physical health conditions.

We have had to be flexible in how we have dealt with the ever-changing demands of the virus and government guidelines. Protecting our volunteers when delivering to households

with Coronavirus, working in bubbles in the warehouse. Safeguarding concerns assessed during outside meetings on the doorstep. Signposting advice and welfare checks over the phone.

Our determination to continue to support people in need throughout West Berkshire is evident with 5884 Adults and 4149 children receiving 7-day food parcels. Our largest annual number ever of 10,033. In addition, we have supported over 3000 people with our ongoing work with Sovereign Housing, Home-Start West Berkshire, Newbury Soup Kitchen and Loose Ends to name a few.

### Quick Statistics

- 157 tonnes of food donated by the community of West Berkshire
- 136 tonnes of food provided to the vulnerable.
- Over 50 % of the vouchers issued are for households that include a child under 16 years old.
- We have recruited and trained an additional 127 volunteers to support the ongoing work of the foodbank.
- 153% rise in the number of professional agencies making referrals to the foodbank on previous fiscal year.
- 87% of our volunteers making direct contact with clients are now DBS checked.
- 620% rise in those impacted by Domestic Abuse from previous fiscal year (15 to 93)
- Families struggling to feed children in the school holidays increased from 26 to 717 this past year.

### Pandemic Positives

As we look back and consider what has been achieved by the charity sector during the pandemic, we realise that we stand stronger together.

We have had to be creative and agile to allow us to continually adapt to the changing face of the virus and needs of our clients.

We have strengthened our relationships with our community and charity partners, and this is something we are exceptionally grateful for.

The Community Furniture Project (NCRC) shared surplus food with us and supported our operation when times were tough, offering their experience and expertise to the foodbank operational team. We were offered additional driving volunteers from Home-Start West Berkshire, Newbury Soup Kitchen and Loose Ends. West Berkshire Council allocated two teams to deliver for us for 12 weeks, allowing us to deliver hundreds of boxes each day. Newbury Soup Kitchen, the West Berks Volunteer Bureau and Karen Bennett dual diagnosis worker for West Berks Council have checked in on us regarding the mental health of the lead volunteers and offering an opportunity to share concerns and ideas within our peer group.

The pandemic has also led to an unprecedented outpouring of support from our local community, and businesses.

We have been so blessed with financial donations, donations of food and essential items as well as those prepared to give up their time.

The Foodbank on your Doorstep Initiative was an amazing example of what community could do when it was needed. An army of volunteers picked up from their local streets after delivering leaflets saying they were collecting on behalf of the foodbank. This allowed all those who were home shopping to still support their local foodbank by leaving donations on their doorstep.

Some months this initiative provided more donations than the permanent collect points in the supermarkets.

**Thank you**

We are so very grateful to all our donors and supporters who have kept the foodbank well stocked when our community needed it most.

- To all our Churches
- To all our Schools
- Greenham Trust
- Tesco Extra Pinchington Lane
- Sainsbury Newbury
- Waitrose Newbury
- Tesco Hungerford
- Berkshire Community Foundation
- Rachel McShane Community Champion
- St James Place
- Ros Barker
- Hungerford Town Council
- Thatcham Town Council
- Newbury Town Council
- Volunteer Centre West Berkshire
- Lesley Wallace and Dream Doors
- All of our incredible volunteers

a) ***Declaration***

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

***Signed on behalf of the charity trustees***

.....	.....
Name.....	Name.....



**Report to the trustees/  
members of**

WEST BARKS FOOTBALL CLUB

**On accounts for the year  
ended**

31 MARCH 2021

**Charity no  
(if any)**

1151996

**Set out on pages**

1 - 3

**Respective  
responsibilities of  
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent  
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent  
examiner's statement**

In connection with my examination, no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*David R. Wheeler*

**Date:**

21 JUNE 2021

**Name:**

DAVID R WHEELER

Relevant professional qualification(s) or body (if any):

DMA, HNC, OMC

Address:

9, JEDBURGH CLOSE  
THORNHALL  
REID 4GF

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details  
of any items that the  
examiner wishes to  
disclose.**

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide brief details of items that the examiner wishes to disclose.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

West Berks Foodbank

1151996

**Receipts and payments accounts**

CC16a

For the period  
from

01/04/20

To

31/03/21

**Section A Receipts and payments**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Donations directly to us	148,388	-	-	148,388	29,489
Asda / Trussell Grant	20,015	-	-	20,015	-
Tesco Top-Up Scheme	1,186	-	-	1,186	3,026
Gift Aid Tax Reclaim	4,170	-	-	4,170	-
Donations and Grants : The Good Exchange	31,548	-	-	31,548	21,281
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>205,307</b>	-	-	<b>205,307</b>	<b>53,796</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	<b>205,307</b>	-	-	<b>205,307</b>	<b>53,796</b>
<b>A3 Payments</b>					
Employment Costs	36,523	-	-	36,523	-
Food Purchases	18,314	-	-	18,314	3,883
Equipment Purchases	14,506	-	-	14,506	4,231
Cardboard boxes – single use	8,498	-	-	8,498	-
Crisi Foodline – Expansion of Area	8,127	-	-	8,127	4,185
Transportation	6,409	-	-	6,409	11,472
Warehouse & Office Services charges	2,186	-	-	2,186	207
Printing & Stationery	1,394	-	-	1,394	475
Other categories	7,530	-	-	7,530	3,132
<b>Sub total</b>	<b>103,487</b>	-	-	<b>103,487</b>	<b>27,585</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	<b>103,487</b>	-	-	<b>103,487</b>	<b>27,585</b>
<b>Net of receipts/(payments)</b>	<b>101,820</b>	-	-	<b>101,820</b>	<b>26,211</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,126	-	-	39,126	10,845
<b>Cash funds this year end</b>	<b>140,946</b>	-	-	<b>140,946</b>	<b>37,056</b>

DRW  
David Wells  
18/6/2021

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Lloyds Bank	140,556	-	-
	Petty Cash	390	-	-
		-	-	-
	<b>Total cash funds</b>	140,946	-	-

(agree balances with receipts and payments account(s))

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

  
*DRW*  
*15/6/2022*

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

Signature	Print Name	Date of approval