

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 Hoaen

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

WBFB 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.

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; 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 WBFB.
- 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..O. Greenaway.....

Date ..02/09/25..

Name..Phillip Bevan.....

Signature..P. Bevan.....

Date 02/09/2025

WEST BERKS FOODBANK
CHARITY NUMBER 1151996

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDING 31ST
MARCH 2025

Introduction

I have great pleasure in reporting on the Accounts of the West Berks Foodbank for the year ending 31st 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

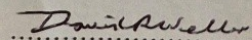
I confirm that the financial statements are in accordance with the income, expenditure, assets and investments information supplies to me by the Treasurer. I am satisfied that the Treasurer and Trustees has put in place safe, efficient arrangements and maintain robust controls on payments as an integrated 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: 30th 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	Period start date	To	Period end date
	01/04/2024		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 £
A1 Receipts					
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	-
Sub total (Gross income for AR)	211,546	51,750	-	263,296	273,732
A2 Asset and investment sales, (see table).	DRW	DRW	DRW	DRW	DRW
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	211,546	51,750	-	263,296	273,732
A3 Payments					
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
Sub total	216,907	41,169	-	258,076	201,258
A4 Asset and investment purchases, (see table)	DRW	DRW	DRW	DRW	DRW
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	216,907	41,169	-	258,076	201,258
Net of receipts/(payments)	- 5,361	10,581	-	5,220	72,474
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 5,361	10,581	-	5,220	72,474

DRW
David R. Wells
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 £
B1 Cash funds	Lloyds Bank	362,136	34,895	-
	Petty Cash	82	-	-
		-	-	-
	Total cash funds	362,198	34,895	-
(agree balances with receipts and payments account(s))		A DRW	A DRW	DRW

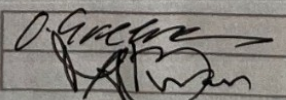

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
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 liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

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