



# **Annual Report**

## **2022**

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## **Chairman's Letter**

Hartlepool Foodbank first opened its doors to people struggling to feed themselves in December 2012, so we celebrated our 10<sup>th</sup> anniversary with a service and afternoon tea in Greatham, courtesy of the Hospital of God. Apart from that milestone, the most significant development of 2022 was the development and initial delivery of our 5 year strategic development plan. This reflects the aims and vision our franchisor, the Trussell Trust, articulated in its own 5 year plan, *Together for Change*. In a nutshell, the priorities are partnerships, empowering people, raising public awareness and influencing social policy. We don't anticipate changing our core business (giving emergency food aid to individuals and families experiencing acute need) any time soon. However we are already taking steps to address the conditions that lead to people having to be referred to us, in the hope that this will help them avoid having to use handouts to feed themselves in the future. We are grateful to Hartlepower for facilitating and managing the process of developing our development plan.

Already we have gone into partnership with West View Advice and Resource Centre to give our clients sound, practical financial advice about maximising their income, reducing outgoings and managing debt. Also, in 2023 we will employ a community organizer to develop better public understanding and awareness of food poverty and strengthen our ability to influence decision makers. Both of these projects are funded by grants from the Trussell Trust. Thanks are due to the Trussell Trust, for obtaining and delivering the resources needed to achieve these aims.

As well as use of a warehouse, the owners of *Middleton Grange* have given us use of a shop front in the shopping centre. This has not been much used, as originally envisaged, as a meeting point for partner organizations with clients. However we have lately re-purposed it as a facility to publicise the work of the Foodbank and receive donations.

Hartlepool's Food Council (facilitated by Hartlepower) is a forum that has already engendered better cooperation and trust between individuals and organizations working to reduce food poverty. Members include the Food Network, a trio of individuals who extract surplus food from retailers and distribute it to partner organizations. As a result of this and the continued generosity of Embleton Hall Dairy, we have been able to extend the range of food given to clients, including fresh bread, dairy products and, sometimes, fresh fruit and vegetables.

Despite the foregoing, and the activities of a number of informal foodbanks, community kitchens and food subsidising initiatives that have sprung up in recent years, towards the end of the year we noted a significant increase in referrals. We believe that this is related to the "*cost of living crisis*" that has pushed more peo-

ple into financial insecurity. So, in the short term we are not expecting there to be a decline in demand for our services!

We are very grateful for continued generous financial support from the Council, our member churches, individuals, employers and charitable trusts. A list of donors is given in Appendix 3 of this report. Support from private sector organizations and employers is also very welcome, including from some of the larger retailers. We are especially grateful for those individuals and organizations that support us every year, giving us some confidence in a regular core income.

We also welcomed Corporate Social Responsibility in another guise, Lloyds Bank and Venator both sending teams of employee volunteers to help in our warehouse.

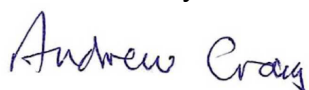
Looking forward, we are participating in the early stages of developing a Food Plan for Hartlepool, which will engage a wide range of interests to improve education, raise food quality, make better use of local resources, and reduce waste as well as address food insecurity and poverty.

Thanks are due to my fellow trustees, especially our treasurer Angela Carrick who also provides payroll services at the same time as carrying out her own full time job - and Susan Atkinson who, although standing down as vice chair, continues to oil our wheels administratively and financially. We are looking to strengthen the Board of Trustees to help lead the foodbank through the developments of the next few years. I am interested to hear from any individuals who might consider contributing in this way by joining us.

The core of any meaningful organization is its people. Our three employees, Lisa Lavender, Teagan Burns and Paul Anderson, are all capable, hard working and dedicated. Together with our corps of volunteers they are the essential heart of our operation. As well as our employees and volunteers, I would like to thank Mrs Josie Watson who continues to let us use 28 Church Street rent free; the owners and managers of Middleton Grange for providing us two sets of premises free of charge; and Clive Rathbone our *pro bono* auditor.

To all our supporters, employees, volunteers and funders, thank you very much for your generosity, your commitment and your love of the individuals and families in difficulties that we serve. I look forward, with all your contributions, to us continuing and developing this work in 2023. And I thank God for it all.

Yours sincerely,

A handwritten signature in blue ink that reads "Andrew Craig".

Rev'd Dr Andrew Craig  
Chair of Trustees

## **Hartlepool Foodbank Coordinator's Annual Report**

### **Summary**

Another year gone by in a flash! With the pandemic increasingly getting further behind us we have continued to be fully open and offering face to face contact. This is always our preferred option of working; this enables us to give time and space to those who need it and allow for effective sign posting.

The need for providing 7-day parcels is now at a minimum, this we expected to see as we move further away from the pandemic. Sadly, as we were beginning to feel hope about moving on from Covid-19, we were then hit with the cost-of-living crisis. We are just one of many agencies across the town who are supporting the community through this time.

We continue to work with our partner agencies and look forward to much of the same this coming year. It is partnership working that makes a difference. We shall continue to make a difference as much as we can supporting those who need us and sign posting for the help with wider issues.

Of course, we cannot do any of what we do without our band of faithful and loyal volunteers. They are an incredible group who give tirelessly each week to service the community of Hartlepool. This year has been another testimony to their commitment to Hartlepool Foodbank.

### **Personnel**

Teagan has continued to work and promote our space in Middleton Grange. The Hands up for Hartlepool sign has now gone. The plans for the space have changed, from what we originally set out to do, largely due to the long closure of 2020. This last year we have used the space for a short campaign led by the Trussell Trust a few weeks before Christmas Teagan set the space up at as an Information Donation Station. The shop front was decorated accordingly and the space used for receiving donations. As we move into 2023, we shall continue to use the space for donations and future campaigns.

Our volunteers continue to be loyal and faithful in their roles within the foodbank both in the roles of Trustees and in the day to day running of the foodbank. They carry passion and compassion in all that they do. We cannot thank them enough for their hard work and commitment. We have recently welcomed new volunteers and hope they enjoy being part of the Foodbank Family.

***Thank you, Our Fabulous Volunteers.***

It was a joy to be able to celebrate our volunteers with a summer BBQ and Christmas Pie 'n' Peas. A huge thank you to Ian from the Nursery Pub for the space provided. We very much appreciate the support Ian and his staff show to the

foodbank. A special thank you for the recommendation of Acoustic Buffoonery who made our Christmas Party a real joy.

### **Donations and Distribution**

The Community of Hartlepool continue to be generous and faithful in their giving, both with monetary and food donations. Some highlight include;

- A generous cheque presented by Jamie Sterry from Hartlepool United
- A sponsored parachute jump which all proceeds were donated to the Foodbank
- An afternoon tea hosted by a few of our Trustees, all proceeds were donated to the Foodbank
- Continued support from Embleton Dairy
- Continued support from Warburtons
- A local band donating their proceeds from one of their gigs

Our continued indebted Thanks to *All* who continue to give so generously. I cannot name you all but your support is valued and precious to those we help.

As with previous years we have continued to give out bulk donations. This has included a small supply of food parcels to the Food Network for agencies to access out of hours, this is working well and means that agencies can access a parcel at any time. Historically we have been in a position to share some of our surplus stock with other partnering agencies in the town. We are now seeing a decline in surplus, which means we have not been able to do this very often. We will continue to share our surplus (should it arise) as and when we can.

During 2022 we processed the following:

- 2323 vouchers. This equated to 4582 people, of which 1499 were children
- This was an increase of 17.5% from the previous year which saw 1976 vouchers processed which equated to 3752 people of which 1178 were children.
- There are many and varied reasons why we are needed but last year, as in the previous year our top 3 reasons remain to be Low Income, Debt and Benefit Changes.

### **Christmas**

We saw yet another bountiful December with just under 9 tonnes (8957kg) of food and toiletries donated. Some of the corporate donators include:

Venetor

Seymor Civil Engineering

EDF

Hart Biological

Saica Packaging

**A big 'Thankyou' for your support and kindness.**

### **Partnerships**

We continue to be part of the Hartlepool Food Council, coming together with other providers in the town.

Our most recent partnership has been with the West View Advice and Resource Centre. As part of the Trussell Trust 5 year strategy we now have Financial Advisors on site for our users to access. This has enable us to enhance our help and increase the support for looking at the wider issues of why the foodbank is needed.

Our partnership began early last year with an application for funding to the Trussell Trust. After a successful application we were able to start September with 2 members of the WVARC team attending each session. Our first quarterly report has been very positive with 80 new people having accessed the service. Quarterly reports shall continue throughout the duration of the grant (3 years). This information is reported to Trussell Trust.

The reports helps us to understand the wider issues and gives an insight to need.

### **HUFH**

As stated under *Personnel* we have now taken down the name Hand Up for Hartlepool from the unit in Middleton Grange. The space still remains part of the Foodbank but the use is changing. It is now an information donation station, which is manned by 2 volunteers (when available) on a Wednesday, 10am - 1pm. The idea being for anyone to pop in with a donation or to come and have a chat about the foodbank and what we do.

### **Supermarkets**

Our continued thanks to our Partner Supermarkets and those who have a permanent collection point in aid of Hartlepool Foodbank -

Asda

Morrisons

Sainsbury - Murray Street

Sainsbury - Seaton Lane

Sainsbury - Middle Warren

Spar

One Stop

### **Tesco Extra**

Donations from supermarkets in 2022 totalled 20.8 tonnes, a drop in last year which was 24.5 tonnes.

Our continued Thanks for their support and to the community who faithfully give to the donation points in the stores. I would also like to Thank each Community Champion within each store for the behind the scenes work that is involved.

### **Warehouse**

Our thanks and appreciation to Mark Rycroft and his team at Middleton Grange for their continued support and provision of our warehouse and our unit in the centre.

### **Future Plans**

The story so far.... In 2021/2022 we partnered with Hartlepower to assist in developing our 5-year plan. This was the beginning of embracing the Trussell Trust strategy to end the need for foodbanks. During this time we held stake holder days which brought together agencies, volunteers and members of the Local Authority who shared thoughts and ideas that would help influence and implement the plan. After a lot of hard work from Julian Penton and his team the plan was produced. A huge Thank you to Julian for his dedication and hard work.

We are now onto the next part. This year we are looking to employ a fourth member of staff. This will be for the campaigning side of the strategy. This is to look at how we can influence local change within the community. Trussell Trust will continue the fight for national change; changing policies in the hope that everyone will have enough for basic living costs and the right to choose.

The foodbank will be here for as long as is needed but the hope is that people will, one day, have enough resources to make their own choices and decisions about their circumstances.



## Financial Report

The accounts are unaudited. The independent examiner's report on the 2021 accounts is given in Appendix IV (the 2022 accounts will be examined later in the year).

Many thanks are due to our independent examiner, Clive Rathbone, for contributing to the work of the foodbank by carrying out the independent examination of the accounts without payment.

### Income 2022

Description	Note	Unrestricted funds £	Restricted funds £	Total funds £	2023 budget £
Private donations	1	30,254.92	0.00	30,254.92	30,000
Church donations		2,231.83	0.00	2,231.83	2,000
Corporate donations	1	38,167.24	0.00	38,167.24	35,000
Grant funding		5,127.00	56,080.00	61,207.00	135,000
Gift aid tax recovered		2,120.80	0.00	2,120.80	2,000
Total receipts		77,901.79	56,080.00	133,981.79	204,000

## Expenditure 2022

Description	Note	Unrestricted funds £	Restricted funds £	Total funds £	2023 budget £
<b>Premises</b>					
Premises maintenance, repairs & alterations		1,593.93	0.00	1,593.93	2,000
Premises insurances & rates		1,702.98	0.00	1,702.98	2,000
Utilities		1,274.45	1,869.53	3,143.98	3,500
Equipment		1,105.30	0.00	1,105.30	2,000
Middleton Grange Project		345.81	1,278.71	1,624.52	1,500
<b>Running Expenses</b>					
Subscriptions		5,191.00	20,545.00	25,736.00	32,500
Telephone & Broadband		547.44	0.00	547.44	600
Office Supplies		1,546.44	0.00	1,546.44	1,500
Food Purchases		7,019.21	8,000.00	15,019.21	10,000
Support Boxes		0.00	15,065.19	15,065.19	15,000
Transport		3,424.25	0.00	3,424.25	4,000
Depreciation		6,299.60	0.00	6,299.60	6,300
<b>Volunteers</b>					
Volunteers Training		414.00	0.00	414.00	500
Expenses	2	254.30	0.00	254.30	500
Hospitality	3	1,509.08	0.00	1,509.08	1,500
Employee Costs		37,128.58	15,093.77	52,222.35	90,500
<b>Total payments</b>		69,356.37	61,852.20	131,208.57	173,900

## Balance Sheet as at 31/12/2022

Description	Notes	2022 £	2021 £
<b>Assets</b>			
Fixed assets		9,449.40	15,749.00
Foodbank a/c		96,168.98	86,338.72
Deposit a/c		50,025.00	50,000.00
Debtors		267.01	418.25
<b>Total Assets</b>		<b>146,460.99</b>	<b>136,756.97</b>
<b>Liabilities</b>			
Creditors (falling due within 1 year)	4	2,800.28	2,169.08
<b>Total Liabilities</b>		<b>2,800.28</b>	<b>2,169.08</b>
Net current assets (Total assets less current liabilities)		153,110.11	150,336.89
Creditors (falling due after 1 year)		0.00	0.00
<b>Total Net Assets</b>		<b>153,110.11</b>	<b>150,336.89</b>
<b>Funds</b>			
Unrestricted		125,545.34	116,999.92
Restricted	5	27,564.77	33,336.97
Endowment		0.00	0.00
<b>Total Funds</b>		<b>153,110.11</b>	<b>150,336.89</b>

The notes to the account can be found in Appendix I

The main contributions are from employers, corporate donors and charitable trusts and these are listed in Appendix II. The Foodbank's trustees, partners, employees, and volunteers are very grateful to all the individuals and organizations that have provided financial support. We try to acknowledge all gifts over £100 (for

corporations) and £50 (for individuals and churches) by letter, providing we have the necessary contact details. For individuals who are income taxpayers, we would also be able to claim your income tax back on donations you made if you endorsed a declaration form\* including your address and postcode. The treasurer would be very pleased to hear from any individual or organization where a donation has not been acknowledged, or you have not signed a Gift Aid declaration. To donate please see the website.

\*Download a form from the website, or contact the treasurer on [angela.carrick@vishay.com](mailto:angela.carrick@vishay.com).

Grant funding enables us to continue to run our services and pay the staff. In 2022 we were fortunate to be the recipients of a major grant towards the development of a partnership with West View Advice and Resource Centre to provide a financial advice service for foodbank users.

## Appendix I: Notes to the Accounts

<b>Donor over £500.00</b>	<b>Amount £</b>	<b>Restricted to:</b>
Tesco (via Trussell Trust)	1,338.92	
Hart Biologicals	600.00	
Hartlepool Borough Council	12,000.00	
Hartlepool Borough Council	10,000.00	
Teesside Philanthropic Trust	500.00	
DG Dalton Mason	1,500.00	
Asda (via Trussell Trust)	749.64	
Cubic	500.00	
Cubic Staff	934.95	
Cowie Technology	3,500.00	
J Moore	500.00	
N Bew	2,000.00	
H M Thornton	600.00	
The Teesside Charity	1,000.00	
P Rigby	500.00	
Utilita Giving	2,798.50	
Forsa Energy	1,750.00	
P & J Taylor	600.00	
<b>Total</b>	<b>41,372.01</b>	
<b>Grants</b>	<b>Amount £</b>	<b>Restricted to:</b>

1	Trussell Trust (£5127.00 unrestricted)	39,307.00	Financial Inclusion		
	Sainsbury Neighbourly	1,000.00	Food		
	Sherburn House	3,900.00	Staff salaries		
	CDCF	2,000.00	Food		
	Hartlepool Borough Council	10,000.00	Family Support		
	Trussell Trust	5,000.00	Winter Support		
	<b>Total</b>	<b>61,207.00</b>			
2	Includes cost of volunteer refreshments				
3	Includes Christmas party and BBQ for volunteers				
4	Utility and maintenance/Telephone accruals paid in 2023 and PAYE				
5	Description	£ Carried over from previous year (2021)	£ Restricted grants received	£ Spent during 2022	£ Restricted reserve at year end
	Asda Foundation Salaries (Co-ordinator)	6,417.28	0.00	6,417.28	0.00
	Asda Foundation Salaries (Deputy Co-ordinator)	4,776.49	0.00	4,776.49	0.00
	Asda Foundation Middleton Grange	1,278.71	0.00	1,278.71	0.00
	CDCF Post Covid Costs HUFH	1,869.53	0.00	1,869.53	0.00
	Trussell Trust Strategic Resources	12,000.00	0.00	12,000.00	0.00
	HBC Support Boxes	6,994.96	10,000.00	15,065.19	1,929.77
	Trussell Trust Financial Resources		34,180.00	8,545.00	25,635.00
	Trussell Trust Winter		5,000.00	5,000.00	0.00
	CDCF food		2,000.00	2,000.00	0.00
	Sainsburys Neighbourly food		1,000.00	1,000.00	0.00
	Sherburn House Salaries		3,900.00	3,900.00	0.00
	<b>Total restricted funds</b>	<b>33,336.97</b>	<b>56,080.00</b>	<b>61,852.20</b>	<b>27,564.77</b>

## **Appendix II: Registration Details**

### **Hartlepool Foodbank CIO**

Hartlepool Foodbank is registered with the Charity Commission as a Charitable Incorporated Organization (CIO)(Charity Number 1152046).

**Address:** 28 Church Street, Hartlepool TS24 7DH; telephone 01429 598404;  
**Website:** [www.hartlepool.foodbank.org.uk](http://www.hartlepool.foodbank.org.uk)

Its **Objects** are:

The relief and prevention of poverty for persons in Hartlepool who are in a condition of need, hardship or distress ('Beneficiaries') in such ways as the Trustees think fit, in particular but not exclusively by:

- A) Supplying food packages to beneficiaries
- B) Such other means, including (but not limited to) the provision of support and advice.

The **Trustees** are:

Rev'd Dr Andrew Craig - Chair of Trustees  
Mrs Angela Carrick – Treasurer  
Ms Finola Andelic – Secretary  
Mrs Susan Atkinson  
Ms Abigail Knowles  
Mrs Hilary Sowden  
Mr Colin Reid

## **Appendix III: Member Churches**

Church of the Nazarene  
Grace Church  
  
Grange Road Methodist Church  
Headland Baptist Church  
New Life Fellowship  
Owton Manor Baptist Church  
Oxford Road Baptist Church  
St Aidan's Church  
St George's URC  
St Hilda's Church  
St John the Baptist Church, Greatham  
St John Vianney RC Church  
St Joseph's RC Church  
St Lukes Church  
St Mary Magdalene Church, Hart  
St Mary's RC Church  
St Oswald's Church  
St Patrick's RC Church  
St Paul's Church  
St Peters Church, Elwick  
Stranton Church

In order to become a member of foodbank, a Church should:

- Worship regularly within the Borough boundary of Hartlepool
- Subscribe to a Trinitarian belief about God as articulated in the ancient (Athanasian and Apostle's) creeds of the Church

Provide the trustees with names and contact details of at least one, and preferably two, members of the church as well as of the minister responsible for the church, these members having been given authority to represent their church at a General Meeting of the Foodbank



## **Appendix IV: Examiners Report**

### **EXAMINER'S REPORT**

Independent examiner's report to the trustees of the Hartlepool Food Bank CIO

I report on the accounts of the Community Interest Organisation for the year ended 31<sup>st</sup> December 2021, which are set out on pages 1 - 4

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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 matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Clive Rathbone  
21 Wolviston Road,  
Hartlepool, TS25 5AP  
Dated: 17/01/2022



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Already we have gone into partnership with West View Advice and Resource Centre to give our clients sound, practical financial advice about maximising their income, reducing outgoings and managing debt. Also, in 2023 we will employ a community organizer to develop better public understanding and awareness of food poverty and strengthen our ability to influence decision makers. Both of these projects are funded by grants from the Trussell Trust. Thanks are due to the Trussell Trust, for obtaining and delivering the resources needed to achieve these aims.

As well as use of a warehouse, the owners of *Middleton Grange* have given us use of a shop front in the shopping centre. This has not been much used, as originally envisaged, as a meeting point for partner organizations with clients. However we have lately re-purposed it as a facility to publicise the work of the Foodbank and receive donations.

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Despite the foregoing, and the activities of a number of informal foodbanks, community kitchens and food subsidising initiatives that have sprung up in recent years, towards the end of the year we noted a significant increase in referrals. We believe that this is related to the "*cost of living crisis*" that has pushed more peo-

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We are very grateful for continued generous financial support from the Council, our member churches, individuals, employers and charitable trusts. A list of donors is given in Appendix 3 of this report. Support from private sector organizations and employers is also very welcome, including from some of the larger retailers. We are especially grateful for those individuals and organizations that support us every year, giving us some confidence in a regular core income.

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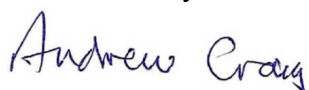
Looking forward, we are participating in the early stages of developing a Food Plan for Hartlepool, which will engage a wide range of interests to improve education, raise food quality, make better use of local resources, and reduce waste as well as address food insecurity and poverty.

Thanks are due to my fellow trustees, especially our treasurer Angela Carrick who also provides payroll services at the same time as carrying out her own full time job - and Susan Atkinson who, although standing down as vice chair, continues to oil our wheels administratively and financially. We are looking to strengthen the Board of Trustees to help lead the foodbank through the developments of the next few years. I am interested to hear from any individuals who might consider contributing in this way by joining us.

The core of any meaningful organization is its people. Our three employees, Lisa Lavender, Teagan Burns and Paul Anderson, are all capable, hard working and dedicated. Together with our corps of volunteers they are the essential heart of our operation. As well as our employees and volunteers, I would like to thank Mrs Josie Watson who continues to let us use 28 Church Street rent free; the owners and managers of Middleton Grange for providing us two sets of premises free of charge; and Clive Rathbone our *pro bono* auditor.

To all our supporters, employees, volunteers and funders, thank you very much for your generosity, your commitment and your love of the individuals and families in difficulties that we serve. I look forward, with all your contributions, to us continuing and developing this work in 2023. And I thank God for it all.

Yours sincerely,

A handwritten signature in blue ink that reads "Andrew Craig".

Rev'd Dr Andrew Craig  
Chair of Trustees

## **Hartlepool Foodbank Coordinator's Annual Report**

### **Summary**

Another year gone by in a flash! With the pandemic increasingly getting further behind us we have continued to be fully open and offering face to face contact. This is always our preferred option of working; this enables us to give time and space to those who need it and allow for effective sign posting.

The need for providing 7-day parcels is now at a minimum, this we expected to see as we move further away from the pandemic. Sadly, as we were beginning to feel hope about moving on from Covid-19, we were then hit with the cost-of-living crisis. We are just one of many agencies across the town who are supporting the community through this time.

We continue to work with our partner agencies and look forward to much of the same this coming year. It is partnership working that makes a difference. We shall continue to make a difference as much as we can supporting those who need us and sign posting for the help with wider issues.

Of course, we cannot do any of what we do without our band of faithful and loyal volunteers. They are an incredible group who give tirelessly each week to service the community of Hartlepool. This year has been another testimony to their commitment to Hartlepool Foodbank.

### **Personnel**

Teagan has continued to work and promote our space in Middleton Grange. The Hands up for Hartlepool sign has now gone. The plans for the space have changed, from what we originally set out to do, largely due to the long closure of 2020. This last year we have used the space for a short campaign led by the Trussell Trust a few weeks before Christmas Teagan set the space up at as an Information Donation Station. The shop front was decorated accordingly and the space used for receiving donations. As we move into 2023, we shall continue to use the space for donations and future campaigns.

Our volunteers continue to be loyal and faithful in their roles within the foodbank both in the roles of Trustees and in the day to day running of the foodbank. They carry passion and compassion in all that they do. We cannot thank them enough for their hard work and commitment. We have recently welcomed new volunteers and hope they enjoy being part of the Foodbank Family.

***Thank you, Our Fabulous Volunteers.***

It was a joy to be able to celebrate our volunteers with a summer BBQ and Christmas Pie 'n' Peas. A huge thank you to Ian from the Nursery Pub for the space provided. We very much appreciate the support Ian and his staff show to the

foodbank. A special thank you for the recommendation of Acoustic Buffoonery who made our Christmas Party a real joy.

### **Donations and Distribution**

The Community of Hartlepool continue to be generous and faithful in their giving, both with monetary and food donations. Some highlight include;

- A generous cheque presented by Jamie Sterry from Hartlepool United
- A sponsored parachute jump which all proceeds were donated to the Foodbank
- An afternoon tea hosted by a few of our Trustees, all proceeds were donated to the Foodbank
- Continued support from Embleton Dairy
- Continued support from Warburtons
- A local band donating their proceeds from one of their gigs

Our continued indebted Thanks to *All* who continue to give so generously. I cannot name you all but your support is valued and precious to those we help.

As with previous years we have continued to give out bulk donations. This has included a small supply of food parcels to the Food Network for agencies to access out of hours, this is working well and means that agencies can access a parcel at any time. Historically we have been in a position to share some of our surplus stock with other partnering agencies in the town. We are now seeing a decline in surplus, which means we have not been able to do this very often. We will continue to share our surplus (should it arise) as and when we can.

During 2022 we processed the following:

- 2323 vouchers. This equated to 4582 people, of which 1499 were children
- This was an increase of 17.5% from the previous year which saw 1976 vouchers processed which equated to 3752 people of which 1178 were children.
- There are many and varied reasons why we are needed but last year, as in the previous year our top 3 reasons remain to be Low Income, Debt and Benefit Changes.

### **Christmas**

We saw yet another bountiful December with just under 9 tonnes (8957kg) of food and toiletries donated. Some of the corporate donators include:

Venetor



Seymor Civil Engineering

EDF

Hart Biological

Saica Packaging

**A big 'Thankyou' for your support and kindness.**

### **Partnerships**

We continue to be part of the Hartlepool Food Council, coming together with other providers in the town.

Our most recent partnership has been with the West View Advice and Resource Centre. As part of the Trussell Trust 5 year strategy we now have Financial Advisors on site for our users to access. This has enable us to enhance our help and increase the support for looking at the wider issues of why the foodbank is needed.

Our partnership began early last year with an application for funding to the Trussell Trust. After a successful application we were able to start September with 2 members of the WVARC team attending each session. Our first quarterly report has been very positive with 80 new people having accessed the service. Quarterly reports shall continue throughout the duration of the grant (3 years). This information is reported to Trussell Trust.

The reports helps us to understand the wider issues and gives an insight to need.

### **HUFH**

As stated under *Personnel* we have now taken down the name Hand Up for Hartlepool from the unit in Middleton Grange. The space still remains part of the Foodbank but the use is changing. It is now an information donation station, which is manned by 2 volunteers (when available) on a Wednesday, 10am - 1pm. The idea being for anyone to pop in with a donation or to come and have a chat about the foodbank and what we do.

### **Supermarkets**

Our continued thanks to our Partner Supermarkets and those who have a permanent collection point in aid of Hartlepool Foodbank -

Asda

Morrisons

Sainsbury - Murray Street

Sainsbury - Seaton Lane

Sainsbury - Middle Warren

Spar

One Stop



### **Tesco Extra**

Donations from supermarkets in 2022 totalled 20.8 tonnes, a drop in last year which was 24.5 tonnes.

Our continued Thanks for their support and to the community who faithfully give to the donation points in the stores. I would also like to Thank each Community Champion within each store for the behind the scenes work that is involved.

### **Warehouse**

Our thanks and appreciation to Mark Rycroft and his team at Middleton Grange for their continued support and provision of our warehouse and our unit in the centre.

### **Future Plans**

The story so far.... In 2021/2022 we partnered with Hartlepower to assist in developing our 5-year plan. This was the beginning of embracing the Trussell Trust strategy to end the need for foodbanks. During this time we held stake holder days which brought together agencies, volunteers and members of the Local Authority who shared thoughts and ideas that would help influence and implement the plan. After a lot of hard work from Julian Penton and his team the plan was produced. A huge Thank you to Julian for his dedication and hard work.

We are now onto the next part. This year we are looking to employ a fourth member of staff. This will be for the campaigning side of the strategy. This is to look at how we can influence local change within the community. Trussell Trust will continue the fight for national change; changing policies in the hope that everyone will have enough for basic living costs and the right to choose.

The foodbank will be here for as long as is needed but the hope is that people will, one day, have enough resources to make their own choices and decisions about their circumstances.

## Financial Report

The accounts are unaudited. The independent examiner's report on the 2021 accounts is given in Appendix IV (the 2022 accounts will be examined later in the year).

Many thanks are due to our independent examiner, Clive Rathbone, for contributing to the work of the foodbank by carrying out the independent examination of the accounts without payment.

### Income 2022

Description	Note	Unrestricted funds £	Restricted funds £	Total funds £	2023 budget £
Private donations	1	30,254.92	0.00	30,254.92	30,000
Church donations		2,231.83	0.00	2,231.83	2,000
Corporate donations	1	38,167.24	0.00	38,167.24	35,000
Grant funding		5,127.00	56,080.00	61,207.00	135,000
Gift aid tax recovered		2,120.80	0.00	2,120.80	2,000
Total receipts		77,901.79	56,080.00	133,981.79	204,000

## Expenditure 2022

Description	Note	Unrestricted funds £	Restricted funds £	Total funds £	2023 budget £
<b>Premises</b>					
Premises maintenance, repairs & alterations		1,593.93	0.00	1,593.93	2,000
Premises insurances & rates		1,702.98	0.00	1,702.98	2,000
Utilities		1,274.45	1,869.53	3,143.98	3,500
Equipment		1,105.30	0.00	1,105.30	2,000
Middleton Grange Project		345.81	1,278.71	1,624.52	1,500
<b>Running Expenses</b>					
Subscriptions		5,191.00	20,545.00	25,736.00	32,500
Telephone & Broadband		547.44	0.00	547.44	600
Office Supplies		1,546.44	0.00	1,546.44	1,500
Food Purchases		7,019.21	8,000.00	15,019.21	10,000
Support Boxes		0.00	15,065.19	15,065.19	15,000
Transport		3,424.25	0.00	3,424.25	4,000
Depreciation		6,299.60	0.00	6,299.60	6,300
<b>Volunteers</b>					
Volunteers Training		414.00	0.00	414.00	500
Expenses	2	254.30	0.00	254.30	500
Hospitality	3	1,509.08	0.00	1,509.08	1,500
Employee Costs		37,128.58	15,093.77	52,222.35	90,500
<b>Total payments</b>		69,356.37	61,852.20	131,208.57	173,900

## Balance Sheet as at 31/12/2022

Description	Notes	2022 £	2021 £
<b>Assets</b>			
Fixed assets		9,449.40	15,749.00
Foodbank a/c		96,168.98	86,338.72
Deposit a/c		50,025.00	50,000.00
Debtors		267.01	418.25
<b>Total Assets</b>		<b>146,460.99</b>	<b>136,756.97</b>
<b>Liabilities</b>			
Creditors (falling due within 1 year)	4	2,800.28	2,169.08
<b>Total Liabilities</b>		<b>2,800.28</b>	<b>2,169.08</b>
Net current assets (Total assets less current liabilities)		153,110.11	150,336.89
Creditors (falling due after 1 year)		0.00	0.00
<b>Total Net Assets</b>		<b>153,110.11</b>	<b>150,336.89</b>
<b>Funds</b>			
Unrestricted		125,545.34	116,999.92
Restricted	5	27,564.77	33,336.97
Endowment		0.00	0.00
<b>Total Funds</b>		<b>153,110.11</b>	<b>150,336.89</b>

The notes to the account can be found in Appendix I

The main contributions are from employers, corporate donors and charitable trusts and these are listed in Appendix II. The Foodbank's trustees, partners, employees, and volunteers are very grateful to all the individuals and organizations that have provided financial support. We try to acknowledge all gifts over £100 (for

corporations) and £50 (for individuals and churches) by letter, providing we have the necessary contact details. For individuals who are income taxpayers, we would also be able to claim your income tax back on donations you made if you endorsed a declaration form\* including your address and postcode. The treasurer would be very pleased to hear from any individual or organization where a donation has not been acknowledged, or you have not signed a Gift Aid declaration. To donate please see the website.

\*Download a form from the website, or contact the treasurer on [angela.carrick@vishay.com](mailto:angela.carrick@vishay.com).

Grant funding enables us to continue to run our services and pay the staff. In 2022 we were fortunate to be the recipients of a major grant towards the development of a partnership with West View Advice and Resource Centre to provide a financial advice service for foodbank users.

## Appendix I: Notes to the Accounts

Donor over £500.00	Amount £	Restricted to:
Tesco (via Trussell Trust)	1,338.92	
Hart Biologicals	600.00	
Hartlepool Borough Council	12,000.00	
Hartlepool Borough Council	10,000.00	
Teesside Philanthropic Trust	500.00	
DG Dalton Mason	1,500.00	
Asda (via Trussell Trust)	749.64	
Cubic	500.00	
Cubic Staff	934.95	
Cowie Technology	3,500.00	
J Moore	500.00	
N Bew	2,000.00	
H M Thornton	600.00	
The Teesside Charity	1,000.00	
P Rigby	500.00	
Utilita Giving	2,798.50	
Forsa Energy	1,750.00	
P & J Taylor	600.00	
<b>Total</b>	<b>41,372.01</b>	
<b>Grants</b>	<b>Amount £</b>	<b>Restricted to:</b>

1	Trussell Trust (£5127.00 unrestricted)	39,307.00	Financial Inclusion		
	Sainsbury Neighbourly	1,000.00	Food		
	Sherburn House	3,900.00	Staff salaries		
	CDCF	2,000.00	Food		
	Hartlepool Borough Council	10,000.00	Family Support		
	Trussell Trust	5,000.00	Winter Support		
	<b>Total</b>	<b>61,207.00</b>			
2	Includes cost of volunteer refreshments				
3	Includes Christmas party and BBQ for volunteers				
4	Utility and maintenance/Telephone accruals paid in 2023 and PAYE				
5	Description	£ Carried over from previous year (2021)	£ Restricted grants received	£ Spent during 2022	£ Restricted reserve at year end
	Asda Foundation Salaries (Co-ordinator)	6,417.28	0.00	6,417.28	0.00
	Asda Foundation Salaries (Deputy Co-ordinator)	4,776.49	0.00	4,776.49	0.00
	Asda Foundation Middleton Grange	1,278.71	0.00	1,278.71	0.00
	CDCF Post Covid Costs HUFH	1,869.53	0.00	1,869.53	0.00
	Trussell Trust Strategic Resources	12,000.00	0.00	12,000.00	0.00
	HBC Support Boxes	6,994.96	10,000.00	15,065.19	1,929.77
	Trussell Trust Financial Resources		34,180.00	8,545.00	25,635.00
	Trussell Trust Winter		5,000.00	5,000.00	0.00
	CDCF food		2,000.00	2,000.00	0.00
	Sainsburys Neighbourly food		1,000.00	1,000.00	0.00
	Sherburn House Salaries		3,900.00	3,900.00	0.00
	<b>Total restricted funds</b>	<b>33,336.97</b>	<b>56,080.00</b>	<b>61,852.20</b>	<b>27,564.77</b>

## **Appendix II: Registration Details**

### **Hartlepool Foodbank CIO**

Hartlepool Foodbank is registered with the Charity Commission as a Charitable Incorporated Organization (CIO)(Charity Number 1152046).

**Address:** 28 Church Street, Hartlepool TS24 7DH; telephone 01429 598404;  
**Website:** [www.hartlepool.foodbank.org.uk](http://www.hartlepool.foodbank.org.uk)

Its **Objects** are:

The relief and prevention of poverty for persons in Hartlepool who are in a condition of need, hardship or distress ('Beneficiaries') in such ways as the Trustees think fit, in particular but not exclusively by:

- A) Supplying food packages to beneficiaries
- B) Such other means, including (but not limited to) the provision of support and advice.

The **Trustees** are:

Rev'd Dr Andrew Craig - Chair of Trustees  
Mrs Angela Carrick – Treasurer  
Ms Finola Andelic – Secretary  
Mrs Susan Atkinson  
Ms Abigail Knowles  
Mrs Hilary Sowden  
Mr Colin Reid



## **Appendix III: Member Churches**

Church of the Nazarene  
Grace Church  
  
Grange Road Methodist Church  
Headland Baptist Church  
New Life Fellowship  
Owton Manor Baptist Church  
Oxford Road Baptist Church  
St Aidan's Church  
St George's URC  
St Hilda's Church  
St John the Baptist Church, Greatham  
St John Vianney RC Church  
St Joseph's RC Church  
St Lukes Church  
St Mary Magdalene Church, Hart  
St Mary's RC Church  
St Oswald's Church  
St Patrick's RC Church  
St Paul's Church  
St Peters Church, Elwick  
Stranton Church

In order to become a member of foodbank, a Church should:

- Worship regularly within the Borough boundary of Hartlepool
- Subscribe to a Trinitarian belief about God as articulated in the ancient (Athanasian and Apostle's) creeds of the Church

Provide the trustees with names and contact details of at least one, and preferably two, members of the church as well as of the minister responsible for the church, these members having been given authority to represent their church at a General Meeting of the Foodbank

## **Appendix IV: Examiners Report**

### **EXAMINER'S REPORT**

Independent examiner's report to the trustees of the Hartlepool Food Bank CIO

I report on the accounts of the Community Interest Organisation for the year ended 31<sup>st</sup> December 2021, which are set out on pages 1 - 4

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the 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 you as 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

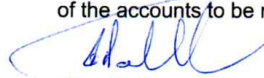
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Clive Rathbone  
21 Wolviston Road,  
Hartlepool, TS25 5AP  
Dated: 17/01/2022

## EXAMINER'S REPORT

Independent examiner's report to the trustees of the Hartlepool Food Bank CIO

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- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Clive Rathbone  
21 Wolviston Road,  
Hartlepool, TS25 5AP  
Dated: 28/02/2023