



Trustees' Annual Report for the period

From 01/09/2021 To 31/08/2022

Charity name: Leek & District Foodbank

Charity registration number: 1153990

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	To relieve persons in Leek and the surrounding areas that are in conditions of need, in such ways as the Trustees from time to time think fit.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	<p>Leek & District Foodbank operates under the guidance and procedures of the Trussell Trust. It complies with the requirements of good practice operated by this organisation.</p> <p>The main activity of the charity is to provide food and other essential items to people in crisis, in Leek and District.</p> <p>The Trustees were thankful that the Foodbank could return to a more normal operation following the Covid-19 pandemic.</p> <p>All Trustee Meetings were held at the Foodbank, bearing in mind that there were still precautions that were sensible to take. Some Volunteers, who had been isolating, had returned to the Foodbank.</p> <p>Clients are still being served at the door rather than enter the Foodbank premises.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustees are aware of the guidance issued on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	The Foodbank has made no grants and at this time has no investments.
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Contribution made by volunteers	<p>Leek & District Foodbank was entirely governed and run by volunteers until May 2022 when it employed a part-time Project Manager.</p> <p>There were 30 active volunteers working with the project. We are most grateful to them for their commitment to making a difference to those people in our community who find themselves in crisis.</p>
Other	<p>In addition to our volunteers, we are also grateful to those organisations and individual who so generously donate food and other items that enable us to meet the needs of our clients. We are similarly grateful to local supermarkets who allow us to collect on their premises and to the referral agencies who work with us to enable hungry people are fed.</p> <p>We are thankful to Churches Together in Leek & District for their continued support and interest in this project.</p>

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	<p>During the period covered by this report Leek & District Foodbank provided food to 2033 people comprising 1196 Adults and 837 Children an increase on the number from last year.</p> <p>In this time, we received 35,597 Kg of food with a Trussell Trust nominal value of £65,795. (Based on £1.75 per Kg).</p> <p>We distributed 37,185 Kg with a value of £65,074.</p> <p>We purchased 7,155 Kg to maintain our ability to distribute food to those in need.</p> <p>This is a large increase on the previous year due to the worsening economic conditions following the Pandemic.</p> <p>The stock at the year-end was considered, by the Trustees, to be adequate for our ongoing needs.</p> <p>In an area with a population of about 20,000 the requirements for the Foodbank are significant.</p> <p>In addition to food, we also distribute essentials items like nappies and toiletries to those in need.</p>
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	<p>The period covered by this report began as we emerged from the Pandemic. The Trustees were able to meet at the Foodbank and many volunteers returned.</p> <p>We were still unable to offer hospitality at the start of this period.</p> <p>We maintained a delivery system to reach some clients in the outlying areas who were unable to travel to the Foodbank.</p> <p>The increased support we have received from local companies and regular donors has left us with a large bank balance. The Trustees discussed ways in which they could make best use of these increased funds.</p> <p>The Trustees discussed finding different premises and went ahead looking at various options. Eventually it was decided to maintain the Foodbank in its current location.</p> <p>The Trustees discussed the possibility of employing a part time Project Manager as our current Co-Ordinator would be unable to continue due to family health issues.</p> <p>The Trustees wrote a job description and advertised the position both internally and through various other voluntary organisations.</p> <p>The outcome was that the Trustees appointed Lindsey Stockton as our new Project Manager. The appointment was for an initial two year period.</p> <p>We were also able to open hospitality at the Café at the church and decided to increase our donation to Gateway as a result. The Trustees hope to be able to have a representative in the hospitality area from CAB to help among other things to signpost Foodbank Clients towards “Help through Hardship” a joint CAB & Trussell Trust helpline. Also we hope to help clients with many other financial help facilities.</p> <p>The Trustees in discussion with our new Project Manager decided we would update all our policies to align with those produced by Trussell Trust.</p>
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Financial Review

Review of the charity's financial position at the end of the period	The charity held a balance of £129,138 at the end of the period.
Amount of reserves held	The charity should maintain a minimum of six months running costs on reserve to cover any identified risks.
Reasons for holding zero reserves	N/A
Details of fund materially in deficit	None

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	The charities main source of income is from individual donations and supporters. We have been fortunate to receive substantial donations from local businesses and legacies.
Investment policy and objectives including any social investment policy adopted	The Foodbank has no investments
A description of the principal risks facing the charity	Trustees have reviewed the risks to the organisation at present and these risks are considered to be minimal. Although a formal reserves policy has not yet been adopted the Trustees consider that the current level of reserves of the charity cover any risks identified.
Other	

Structure, Governance and Management

Description of charity's trusts:	
Type of governing document (trust deed, royal charter)	Constitution
How is the charity constituted?	CIO

(e.g. unincorporated association, CIO)	
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Trustee appointment is by invitation of current Trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	All Trustees are expected to undertake training on the operation of the Foodbank and the policies and procedures of the Foodbank
The charity's organisational structure and any wider network with which the charity works	The administration of the charity from day to day is carried out by the co-ordinator/s who report to and are directed by the Trustees. Leek and District Foodbank operates as a Trussell Trust Foodbank.

Reference and Administrative details

Charity name	Leek & District Foodbank
Registered charity number	1153990
Charity's principal address	Rear of Gateway Church 34 West Street, Leek, ST13 8AA Staffordshire



Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	John Baughan	Chair		
2	Lynne Ball	Petty Cash Officer		
3	Barbara Ryan	Minute Secretary		
4	Leanne Wallis			
5	Peter Davies			
6	Richard Pope			
7	Colin Cooper			
8				

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	John Philip Baughan	Lynne Jeanette Ball
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	29/06/2023	

RECEIPTS AND P

PERIOD ENDING

**RESTRICTED
FUNDS**

Balance brought forward	481.01
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Receipts

Grants	0.00
Donations	70.00
Interest received	
From 05505668	

Total Receipts	70.00
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Payments

Trussel Trust	0.00
To Business Account	0.00
Purchase of equipment	0.00
Food, nappies etc	221.60
Rent	0.00
Post, stationery, phone	0.00
Insurance	0.00
Travel	0.00
Phone Broadband	0.00
Salary	0.00
Sundry purchases	0.00

Total Payments	221.60
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Balance carried forward	329.41
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Represented by

Cash at Bank	0
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Petty Cash	0
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Cash At Business Bank	50153.94
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Total	50153.94
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PAYMENTS ACCOUNTS

31ST AUGUST 2022

UNRESTRICTED FUNDS

TOTAL FUNDS

PREVIOUS YEAR

106134.21

106615.22

75164.70

0.00	0.00	0.00
49055.89	49125.89	39637.11
164.31	164.31	65.32
0.00	0.00	50000.00
49220.20	49290.20	89702.43

0.00	0.00	0.00
0.00	0.00	50000.00
3401.95	3401.95	820.83
11315.06	11536.66	1735.50
5800.00	5800.00	4250.00
997.04	997.04	706.12
286.96	286.96	251.96
321.96	321.96	0.00
889.02	889.02	0.00
2686.55	2686.55	0.00
846.63	846.63	487.50

26545.17	26766.77	58251.91
128809.24	129138.65	106615.22
78,750.98	78750.98	56431.21
158.04	158.04	118.69
75.69	50229.63	50065.32
78984.71	129138.65	106615.22
	0	
	129138.65	

0



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30th March 2023

Leek & District Foodbank

I Christine Vaughan have performed an independent examination on the bank account and cash account of the Leek & District Foodbank for the year ended 31st August 2022, and can confirm that the receipts and payments account accurately records the financial transactions presented to me.

Signed.....*Christine Vaughan*.....