

## **ANALYSIS OF BURGESS HILL COMMUNITY FOOD BANK ACTIVITIES IN 2022**

### **Summary**

During 2022, the Food Bank provided 442 clients with 2,813 boxes of food worth approximately £133,000.

The number of distributions and the number of boxes distributed were both over 95% higher than in 2021. This sharp rise was caused by:

- an increase in the number of individuals and households using the Food Bank. This was principally the result of nationwide increases in the retail prices of foodstuff and other goods and services which reduced the ability of local low-income households to buy food.
- from May 2022, the use of the Food Bank by Ukrainian refugees hosted locally. Between May and the end of the year, Ukrainian refugees received over a quarter of all distributions.

The issuing of vouchers was dominated in 2022 by Burgess Hill Town Council, which provided over twenty times as many vouchers as the next most important issuing agency.

The return to providing food through collection was consolidated in 2022, with deliveries limited to a small number of clients unable to collect.

At the Burgess Hill outlet, Saturday was added as a collection day, bringing the total number of collection days per week in Burgess Hill to three.

Most clients used the Food Bank extensively, with more than two-thirds of all distributions going to clients obtaining food six or more times during the year.

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### **1. The nature and extent of BHCFB activities**

BHCFB distributes to households and single adults who are resident in Burgess Hill, Hassocks, Hurstpierpoint and surrounding villages.

During the main Covid lockdown period, BHCFB switched from collection to delivery as the main means of supplying food to clients. During 2021, the Food Bank successfully reintroduced collection as the main form of distribution, with delivery limited to clients who were unable to collect. This focus on collection was continued and consolidated in 2022.

The Food Bank's main outlet is in Burgess Hill, with a second, well-used outlet in Hassocks. During 2022, small amounts of food were also distributed by delivery in and around Hurstpierpoint.

Distributions are normally made to clients against BHCFB vouchers issued by local organisations, such as the Town Council and West Sussex County Council Children's Services. The amount distributed to a client is based on the number of people in their household as specified on the voucher, with pre-teens counting as half an adult or teenager. The standard unit of distribution is a box of sorted foodstuffs sufficient to last two adults for three days. This had an approximate value of £40 in 2022.

During 2022, the Food Bank provided 442 clients with 2,813 boxes of food worth approximately £133,000 through a total of 2,035 distributions (see Table 1). Total distributions during the year were sufficient to sustain the equivalent of two adults for 8,439 days.

**TABLE 1: FOOD BANK DISTRIBUTIONS IN 2022 ANALYSED BY OUTLET AND BY NUMBERS OF BENEFICIARIES AND BOXES**

Outlet	Distributions	Beneficiaries			Boxes
		Adults & Teens	Pre-teens	Total	
<b>Burgess Hill</b>	<b>1,552</b>	<b>2,711</b>	<b>1,050</b>	<b>3,761</b>	<b>2,181</b>
Collected	1,382	2,380	929	3,309	1,918
Delivered	170	331	121	452	263
<b>Hassocks</b>	<b>451</b>	<b>677</b>	<b>394</b>	<b>1,071</b>	<b>585</b>
Collected	446	667	388	1,055	577
Delivered	5	10	6	16	8
<b>Hurstpierpoint</b>	<b>32</b>	<b>56</b>	<b>31</b>	<b>87</b>	<b>47</b>
Collected	0	0	0	0	0
Delivered	32	56	31	87	47
<b>Total</b>	<b>2,035</b>	<b>3,444</b>	<b>1,475</b>	<b>4,919</b>	<b>2,813</b>
Collected	1,828	3,047	1,317	4,364	2,495
Delivered	207	397	158	555	318

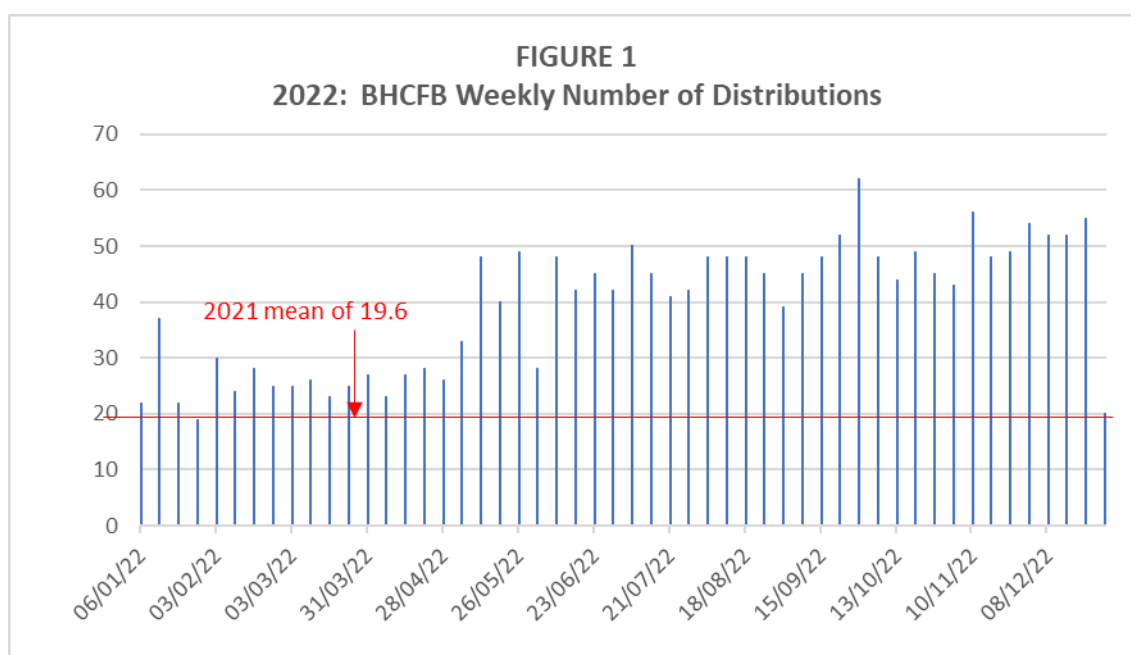
### **2. Means of Distribution**

Other than at Hurstpierpoint, BHCFB continued with collection being the standard form of distribution, with deliveries being confined to clients unable to collect. Over the year, in Burgess Hill and Hassocks, collections accounted for, respectively, 89% and 99% of all distributions. In Hurstpierpoint all distributions continued to be made by delivery.

### 3. The substantial increase in BHCFB activities in 2022

Distributions in the first quarter of 2022 were marginally above the average for 2021. Towards the end of April, the number of distributions began to increase markedly as the war in Ukraine led to an increase in the retail prices of food and fuel throughout the UK, reducing the ability of low-income households to acquire food. Use of the Food Bank increased further as substantial numbers of Ukrainian refugees moved into Mid-Sussex (see Section 7).

From the middle of May, BHCFB's weekly distributions were over twice the average for 2021, other than for a small number of weeks when distributions were disrupted by public holidays. The extent and timing of the increases in the Food Bank's throughput in 2022 can be seen from Figure 1.



In total, the number of distributions and the number of boxes distributed for the full year were up by over 95% on 2021 (Table 2), with the Food Bank's throughput in the second half of 2022 being some 2.5 times the average for 2021.

**TABLE 2: PERCENTAGE CHANGES IN BHCFB'S DISTRIBUTIONS IN 2022 AND THEIR IMPACT ON THE NUMBER BENEFICIARIES**

**(2022 percentage increases over 2021)**

Outlet	Distributions	Beneficiaries			Boxes
		Adults & Teens	Pre-teens	Total	
Burgess Hill	110.9%	106.9%	110.0%	107.8%	109.5%
Hassocks	93.6%	95.7%	105.2%	99.1%	93.7%
Hurstpierpoint	-37.3%	-43.4%	-63.1%	-52.5%	-48.9%
<b>Total</b>	<b>99.5%</b>	<b>96.2%</b>	<b>90.1%</b>	<b>94.4%</b>	<b>96.0%</b>

#### 4. Sources of Vouchers

During 2022 over half of all vouchers were issued by Burgess Town Council's Help Point, which issued around 21 times as many vouchers as the second most important agency, the Mid-Sussex Ukraine Support Group.

Within the third-ranked category - the Mid and West Sussex Councils - the Mid-Sussex Early Help Hub was the main issuer, accounting for half of this category's total of 42 vouchers.

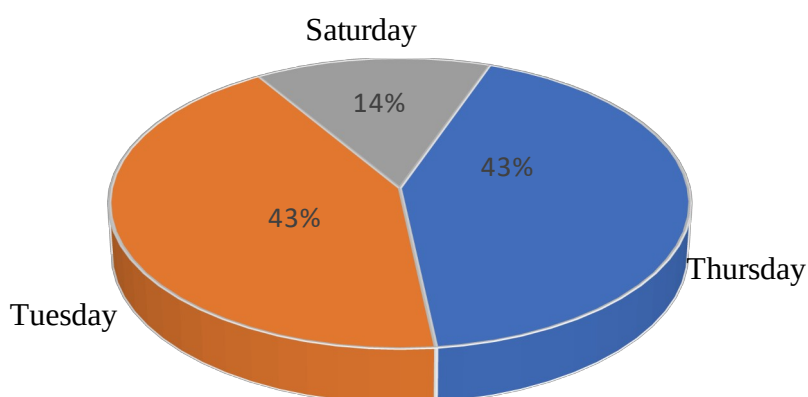
**TABLE 3: MAIN VOUCHER ISSUING ORGANISATIONS IN 2022**

	Number of Vouchers
Burgess Hill Town Council Help Point	1,340
Mid Sussex Ukraine Support Group	63
Mid and West-Sussex District Councils	42
Linwood Community Mental Health Team	40
Brighton Housing Trust	35
Peabody Group (a housing association)	28
Citizens Advice	24

#### 5. Increase in delivery days in Burgess Hill

At the start of 2022, as in previous years, BHCFCB's outlet in Burgess Hill was open for collections for two hours on Tuesdays and Thursdays, while the Hassocks outlet continued to open on Mondays and Fridays. In the first week of March, Saturday was added as a collection day in Burgess Hill, initially on an experimental basis. Once it became clear that Saturday was preferred by some clients, it was decided to make Saturday opening a permanent feature. The importance of each of the three opening days in Burgess Hill is shown below for the period March-December 2022.

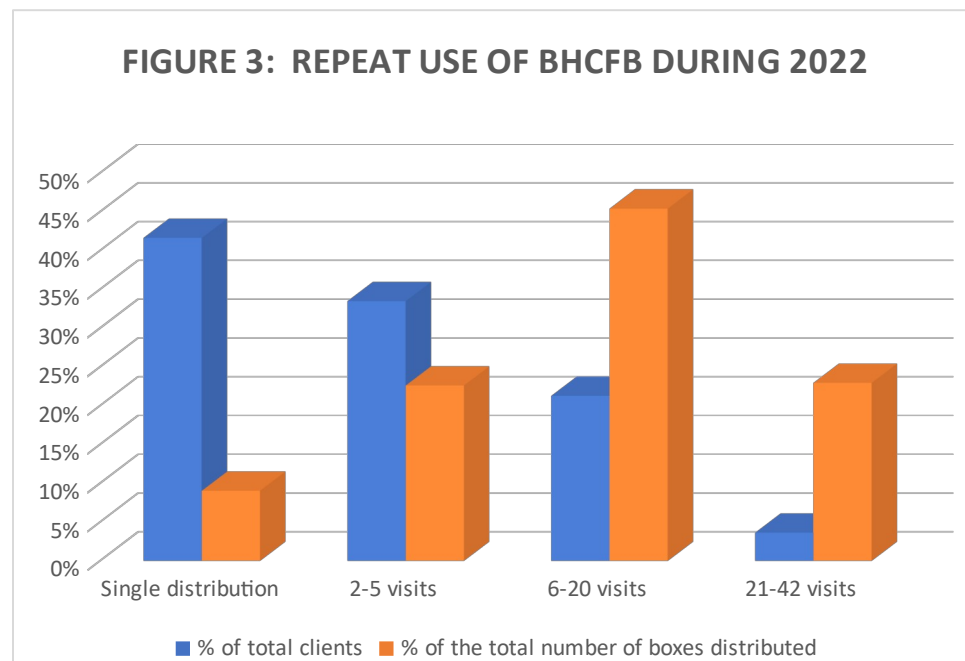
**FIGURE 2: THE IMPORTANCE OF OPENING DAYS AT THE BURGESS HILL COLLECTION OUTLET  
March-December 2022**



## 6. Clients' repeat use of the Food Bank

Clients who used the Food Bank just once during the year accounted for 42% of all clients but for only 9% of the food distributed.

The bulk of distributions went to clients who received six or more distributions. During the year, the 21% of clients who used the Food Bank from 6 to 20 times received 45% of all distributions with the 4% of clients who used it more than 20 times accounting for a further 23% all distributions.



Source: Annex Table 1

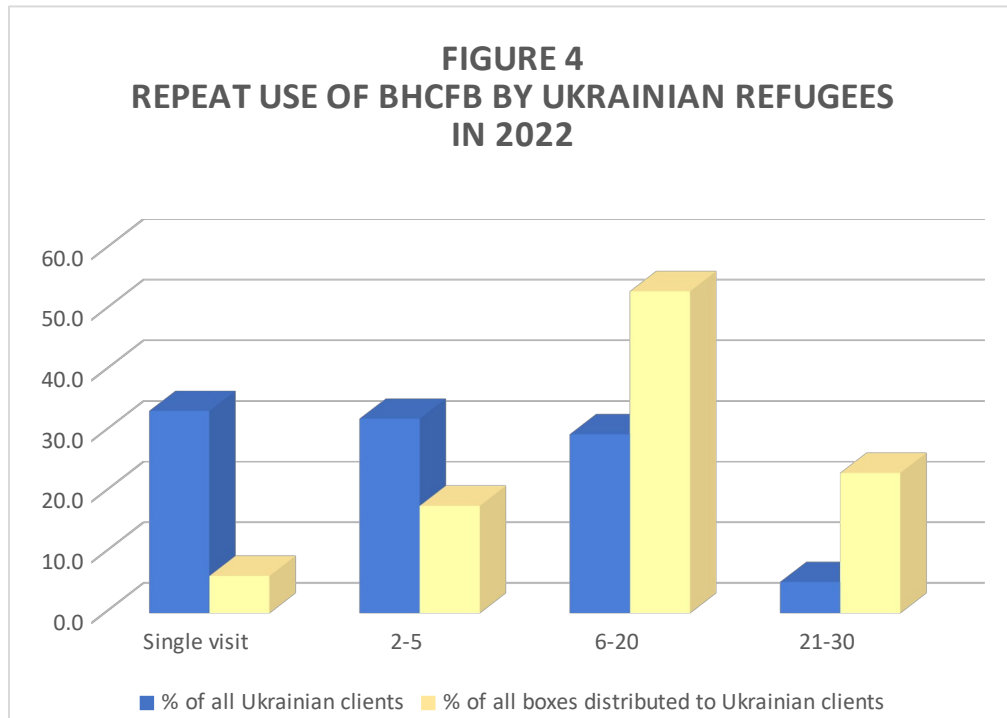
## 7. Use of BHCFCB by Ukrainian refugees

Commencing in April, Ukrainian refugees began living with families in BHCFCB's catchment area under the 'Homes for Ukraine' scheme. They began to access the Food Bank in significant numbers from early May. From May to December, 78 Ukrainian individuals and families received a total of 424 distributions, a little over a quarter of all BHCFCB distributions during this period.

**TABLE 4: USE OF BHCFCB BY UKRAINIAN REFUGESS FROM MAY TO DECEMBER 2022**

Location of outlet	Distributions to Ukrainian individuals and families	Total distributions	Distributions to Ukrainians as a proportion of all distributions
Burgess Hill	331	1,225	27.0%
Hassocks	90	347	25.9%
Hurstpierpoint	3	32	9.4%
Total	424	1,604	26.4%

Despite Ukrainian refugees using BHCFB for only 8 months of the full calendar year, their pattern of repeat usage was similar to that of all clients during all of 2022, with over half of distributions going to those who made use of the Food Bank between six and twenty times.



Source: Annex Table 2

## ANNEX TABLES

**ANNEX TABLE 1: ANALYSIS OF REPEAT USAGE OF BHCFB, 2022**

Usage by the client	Number		Proportion of all	
	clients	distributions	clients	distributions
<b>1</b>	184	184	42%	9%
<b>2-5</b>	148	460	33%	23%
<b>6-20</b>	94	924	21%	45%
<b>21-42</b>	16	467	4%	23%
<b>Total</b>	442	2035	100%	100%

**ANNEX TABLE 2: ANALYSIS OF REPEAT USAGE OF BHCFB BY UKRAINIAN REFUGEES, 2022**

Usage by the client	Number of Ukrainian		Proportion of all Ukrainian	
	clients	distributions	clients	distributions
<b>1</b>	26	26	33%	6%
<b>2-5</b>	25	75	32%	18%
<b>6-20</b>	23	225	29%	53%
<b>21-30</b>	4	98	5%	23%
<b>Total</b>	78	424	100%	100%



## BURGESS HILL COMMUNITY FOOD BANK - ACCOUNTS FOR THE YEAR 2022

### Monthly balances in £ as per bank statements and as per cash books and gift cards

Month	CAF Bank Current account	Monmouthshire Building Society	Gift card	Cash donation Burgess Hill	Cash donation Hassocks	Shawbrook 60 Day Savings Account	Total	Note
DEC'21	78,131.32	15,024.59	0.00	0.00	0.00	10,428.42	103,584.33	Cash available @ 31/12/2021
JAN'22	82,187.76	15,024.59	130.69	0.00		10,428.42	107,771.46	Cash available @ 31/01/2022
FEB'22	81,935.90	15,024.59	0.00			10,428.42	107,388.91	Cash available @ 28/02/2022
MAR'22	82,131.59	15,024.59				10,428.42	107,584.60	Cash available @ 31/03/2022
APR'22	82,300.37	15,024.59	0.00			10,428.42	107,753.38	Cash available @ 30/04/2022
MAY'22	80,426.34	15,024.59		0.00		10,428.42	105,879.35	Cash available @ 31/05/2022
JUN'22	82,177.96	15,037.68				10,444.03	107,659.67	Cash available @ 30/06/2022
JUL'22	81,614.97	15,037.68		0.00		10,444.03	107,096.68	Cash available @ 31/07/2022
AUG'22	80,408.34	15,037.68				10,444.03	105,890.05	Cash available @ 31/08/2022
SEP'22	78,717.40	15,037.68			908.71	10,444.03	105,107.82	Cash available @ 30/09/2022
OCT'22	78,936.43	15,037.68		0.00	908.71	10,444.03	105,326.85	Cash available @ 31/10/2022
NOV'22	79,384.03	15,037.68		0.00	918.71	10,444.03	105,784.45	Cash available @ 30/11/2022
DEC'22	<b>80,177.40</b>	<b>15,037.68</b>	<b>863.95</b>	<b>0.00</b>	<b>842.51</b>	<b>10,477.32</b>	<b>107,398.86</b>	<b>Cash available @ 31/12/2022</b>
	2,046.08	13.09	863.95	0.00	842.51	48.90	3,814.53	2022 Account Movement

Summary of expenses for the period January to December 2022		£
Food purchased		23,214
Toiletries for clients		2,569
Scottish Power		1,824
Office Cleaning		1,032
Trolleys for clients		551
Website & e-mail, Zoom meetings, Fee to the ICO, Facebook campaign, Leaflets		514
Insurance policy		317
Pavement sign and posters, Dump bins		212
Door lock repair		197
Tin openers, Tin Can Cook books		163
Servicing fire extinguishers and testing electrical equipment		138
Food Bank storage at Hurst		120
Other-Misc (monthly CAF Bank fee, stationery, etc..)		112
Burgess Hill Food Pantry		64
<b>Total expenditure in 2022</b>		<b>31,027</b>



## **INDEPENDENT AUDITORS REPORT 2022**

### **BOARD OF TRUSTEES**

I have audited the 2022 accounts for Burgess Hill Community Food Bank (a charitable organisation) and in my opinion the financial records and statements are a true and fair reflection of the financial position of Burgess Hill Community Food Bank for the period January 1<sup>st</sup> to December 31<sup>st</sup>, 2022.

### **Recommendations**

- Cash of approximately £850 held by the Hassocks branch at the URC, should be banked to reduce the potential risk of loss. While appreciating the cash is kept in a safe place, access is not restricted to Food Bank volunteers. In addition, revenue will be generated through increased interest on the bank account.
- To encourage face to face meetings with the branches, rotation of meeting locations between the three towns should be considered.



Jonathan Bird FMAAT

February 13, 2023