

# ANNUAL TRUSTEES REPORT SEPTEMBER 2023 FOR THE GLEADLESS VALLEY FOOD BANK

Trustees:

Carole Baker

Lisa Quarmby

Annabel Terry

Richard Griffin

Management Group:

John Stevenson

Sue Law

Dave Roberts

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Annual Trustees Report September 2023

Telephone No.: 0114 253 0315

### **Reference and Administrative information**

This is the eleventh annual Trustees report for the Gleadless Valley Food bank, based at the Gleadless Valley Methodist Church, Blackstock Road, Sheffield.

The area is recognised as one with a high proportion of families and individuals, who for various reasons are in need of food to help with feeding themselves and their families.

The doors were opened in October 2012. Since that time the Food Bank has regularly distributed bags of food every single week throughout the year. Food is distributed based upon a distributor referral model voucher system. This ensures that qualified social care professionals can target the food to those with needs.time

The foodbank continues to see an increased and sustained need as a result of the continuing poor economic situation and Government cutbacks in benefits, causing added pressure on families. During this year we have seen an increase in the number of clients and the number of times they come for help.

Some of our volunteers are people who have previously come to the foodbank for help and now find themselves in a better situation and want to help others.

The foodbank has a solid admin team composed of volunteers and staff to cope with the level of enquiry demand and admin workload.

We endeavour to encourage our volunteers to seek further training to either improve their confidence and or well being

The presence of the Citizens Advise Bureau due to a 3 year grant from Trussell Trust has been well used by our clients with the advisor been able to help with benefits and sorting out bills in general.

The sessions on Friday are effectively supervised by a person within the management group, supported by 8-10 volunteers

The volunteers split between front and back office. Visibly there are volunteers who help with client food assignment, guidance and support and behind the scenes duties include packing of clients food, the weighing and stocking of new donations and the admin. team as mentioned above. Clients' needs are not only met from a food distribution point of view but also the input of CAB and if requested spiritual help and guidance is also available.

### **Structure Governance and management**

The governing document is the Trust Deed, duly signed on the 26<sup>th</sup> March 2012 and the application for charity status was made in November 2013. The Trustees are chosen from members of the church

communities who were initially involved in the formation of the Food bank. The same principal for recruitment has been adopted when positions have become available.

### **Objectives and Activities**

The purpose stated from the object in the Trust Deed document is as follows:

“Establishing and running a Food bank to provide food and related support to people in need, hardship, distress or poverty in Gleadless Valley and the surrounding area in such ways as the Trustees from time to time see fit”

We subscribe to the Trussell Trust and they were helpful when we set up the Food bank; revising operational policies and providing information and training. Due to this tie we have had dedicated organized food collection days at the local Tesco and other local supermarkets. These collections have greatly helped to restock the shelves and on occasions allowed us to re-distribute surplus items to other Food banks in need of stocks. Trussell Trust continues to guide and give training and support when needed.

The people using the Food bank are referred by care professionals such as doctors and social workers, the Citizens Advice Bureau, care centres, local forums and Council Housing Service. They are given vouchers and visit the Food bank to receive a minimum of a 3 day pack of food, The Food bank is open each Friday from 12:30 for a two hour period.

The Food bank is made up of volunteers, a management group and Trustees drawn from the 17 churches in the surrounding community who are involved with the Food bank. This helps with understanding the needs of all the people we serve in the area. Since opening as a Food bank in October 2012, there has been a steady increase in users. When we opened it was thought the need would only last for five years but we are still here and needed with no end in sight

### **Achievements and Performance**

This years continued success of the foodbank has allowed food to be donated to other food banks, we have also been able to have a ‘Help yourself’ section of foods with short dates and fresh bread fruit and veg that is placed outside the church for anyone to take which means we are helping to feed extra people on a daily basis this was found to be much appreciated in the area.

The donations of food from organizations such as Tesco, Waitrose, Aldi, Greggs, M & S, Sainsbury’s, Morrison’s, local schools and churches and private donations show recognition of the work we are doing in the area. This close working relationship that continues to grow with local groups has established the Food bank as a great source of relief to many people in the area. Our aim is to make sure no one goes without food and we have to thank the small team for their dedication.

Low income, benefit changes or benefit delays make up most of the reasons why the vouchers are distributed The majority of vouchers are distributed in the Gleadless Valley ward, with the rest of the vouchers shared across approximately 20 other wards.

## Financial Review

The latest Income and expenditure statement to 30<sup>th</sup> September 2023 shows income of £94822.14 for the year, expenditure of 101314.54 and a closing balance of £92001.94 as shown below.

Income			
		Restricted	
Grant S2 Poverty	1463.77		
Churches	1273.07		
Private Donations	16896.00		
Other Donations & Fundraising	8091.51		
Tesco Top Up	4408.59		
Sainsbury			
Just Giving	10472.50		
Trussell Trust Grant CAB	47216.70	42289	
Trussell Trust Cost of Living Grant	5000.00		
TUUT Charity			
Gift Aid			
Waitrose			
	94822.14		
Expenditure			
Office, Warehouse, Dist. Centre	7200.00		
Admin/Telephone	1012.00		
Trussell Trust	360.00		
Insurance	350.85		
Stationery & Postage	87.93		
Sundry	1056.09		
Transport & Motor Costs	3250.91		
Equipment Warehouse	984.95		
Equipment Office	111.31		
Training			
Building Incl Light & Heat	5582.38		
Wages	38982.97		
Food etc	2214.15		
Skips Waste Disposal	258		
CAB	39863.00	39863	
	101314.54		
Balance Brought Forward	98494.34		
Net Defecit	6492.40		
	92001.94		

Represented by			
Balance at Bank	91991.94		
Cash in Hand	10.00		
	92001.94		

Note to accounts the restricted funds where paid into the account just before the year end and are to be spent in the following year

#### Independent Examiner's Report

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.

I believe the accounts give a true and fair report of the activities of the charity, and no matter has come to my attention to cause concern in either the keeping of records or the preparation of the accounts

J. Howard & Co

This report for the Gleadless Valley Foodbank as been prepared by the Trustees

Carole Baker  
Lisa Quarmby  
Annabel Terry