

# CATERHAM FOODBANK

England & Wales · Charity number 1155330

## Details

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**Other names** Caterham & District Foodbank

**Status** Registered

**Legal form** CIO

**Registered** 2014-01-15

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 4 Beechwood Road  
Caterham  
Surrey  
CR3 6NA

**Phone** 07523983122

**Email** [info@caterham.foodbank.org.uk](mailto:info@caterham.foodbank.org.uk)

**Website** [www.caterham.foodbank.org.uk](http://www.caterham.foodbank.org.uk)

## Activities

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**Objects:** TO RELIEVE PERSONS PRIMARILY IN CATERHAM AND THE SURROUNDING AREA WHO ARE IN CONDITIONS OF NEED, HARDSHIP OR DISTRESS (BENEFICIARIES) IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT.

**Activities:** Providing food for those in need and referral to support services as appropriate

## Classification

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- **How:** Provides Services
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

## Geography

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- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£67,620	£70,322	-	-
2023-12-31	£82,668	£77,171	-	-
2022-12-31	£84,792	£58,233	-	-
2021-12-31	£52,471	£29,488	-	-
2020-12-31	£82,023	£33,638	-	-

## Trustees

Name	Role	Appointed
<b>Gemma Elizabeth Zarembski</b>	Chair	2023-07-27
Anne Elizabeth Brownless		2025-07-31
Christine Mary March		2025-08-11
Diana Caroline Gwynn		2024-05-09
Dr Christopher Paul Jackson		2025-07-31
Edward James Cooke		2025-07-31
Gillian Nicola Bailey		2025-08-20
Ronald Francis White		2022-04-20

**CATERHAM FOODBANK**

England & Wales - Charity number 1155330

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# Accounts

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07523 983122

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## **CATERHAM & DISTRICT FOODBANK TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENT FOR YEAR TO 31 DECEMBER 2024**

### **OUR AIMS AND PURPOSES:**

We adopted our new working name of Caterham & District Foodbank in early 2025, while our legal registration and other formal details including contact information remain unchanged as Caterham Foodbank. For the purpose of this whole reporting period (2024) we were still known as Caterham Foodbank.

We remain part of the Trussell network of foodbanks, focussed on providing emergency food and associated support to people trapped in food poverty. The twelve months of this reporting period saw sustained demand in the numbers of people using the foodbank, with cost of living increases (including food and energy price inflation) amongst the factors continuing to have a considerable impact. As in previous years, the primary reasons for people coming to the foodbank were a mixture of low income, benefit changes/delays and unexpected life events including long-term health and personal issues. In the course of this reporting year, we fulfilled 2148 food vouchers, each voucher providing a minimum of three days' nutritionally balanced emergency food to those in difficulty. Our data for 2024 shows that thanks to the hard work and commitment of our staff and volunteers, we were able to provide food for 5355 people (3290 adults and 2065 children) – a slight increase on the previous year.

During this period we maintained our in-person contact with clients, and have referred users to various agencies who offer help in their current situation by providing additional support, with an ultimate aim of ensuring they will not need to use foodbanks in the future. Users have been connected with Citizens Advice, employment support, energy support, budget planning, debt and welfare and other services as appropriate.

### **OUR OBJECTS AND ACTIVITIES:**

The electric Foodbank van purchased in 2022 continued to prove its worth for collections of donations from local supermarkets and for delivering goods to the distribution centres – as well as a mobile advertisement for our services! Given the ongoing amounts of both donations into our warehouse, and deliveries from it to our food centres - this has proved a very worthwhile investment.

We have also been able to continue to fund the presence of an experienced Citizens' Advice colleague at our two busiest food centres, through a restricted grant received from Trussell Trust for this purpose - as part of the national Financial Inclusion scheme. This has been instrumental in signposting users to the various agencies and benefits available to people on low income and those reliant on state benefits, as

well as those dealing with the ongoing problems of debt. The presence of this advisor continues to be greatly welcomed by our users, with the service in constant demand at all sessions.

In the course of the year under review, our warehouse records showed total stock inward of 39,585 kg (a 5% reduction on the previous year), and stock outward of 40,979 kg (a 3% increase on the previous year). That negative variance in terms of stock received and given out is operationally manageable at this level but is a point of note which we are addressing going forward. The total number of vouchers received was 2148, which represents a total of 5355 people provided with food parcels lasting three days each, a small increase on the previous year.

During this period, our three person part-time staff team of Project Manager, Operations Manager and Warehouse Manager have remained unchanged. We also gratefully acknowledge the huge contribution of our voluntary Honorary Treasurer in supporting the staff team and Trustees in their duties.

Despite the difficult economic conditions faced nationally, we have again benefitted from the extraordinary generosity of our local community. It has been gratifying to see the selfless support of so many people in Caterham, Oxted and many other towns and communities across northern Tandridge District, who have again responded to the needs of the poorer members of our society with such heartwarming and selfless willingness to donate food and funds. The thanks of the Trustees go to each and every one of these vital donors, including those who give regularly to sustain our underlying plans and operations.

We are also grateful for the continuing support of the local Rotary clubs and particularly the generosity of the COGS Lions Club for their donation to help fund again in 2024 the supply of Christmas hampers to nearly 300 local individuals and families, who otherwise would go without at that festive time.

Finally the Trustees wish to acknowledge and appreciate the UK government's support, through tranches of the Household Support Fund administered via Surrey County Council. This grant funding, received both before and after the 2024 General Election, has contributed to us supporting the crisis food needs of hundreds of local households through this reporting year.

## **PLANS FOR 2025**

We were able to continue to run 3 distribution centres on different days each week at Caterham Baptist Church, Oakhall Church (both in Caterham) and the King's Church Centre in Oxted. We continue to offer fresh produce at the Caterham venues, and increasingly in Oxted, in addition to the tinned and dried foods already provided. This is popular with users and is a cost-effective addition to our offering.

We are continuing our funded relationship with Citizens Advice in light of the demand for their service, with the support of the Financial Inclusion grant received from Trussell. Helping people to cope with the burden of debt and the complexities of the benefits system remains a key component in our long-term aim of removing the need for foodbanks in line with Trussell's strategic plans.

The continuing problem of fuel poverty has remained in our thinking for this reporting year. With the sustained increase in energy prices, many people are confronted with harrowing choices between eating or heating and we feel that helping them is part of the wider role of the Foodbank. Our project in conjunction with the Fuel Bank charity, which provides energy top-up vouchers to people at immediate risk of disconnection from gas and electricity supply, successfully continued throughout 2024. The Trustees recognise the generous support from Fuel Bank at national level in supplementing our own funds available for this service to clients.

## **FINANCES**

The attached financial report shows that we had a total income of £67,620 although our expenditure was £70,322 which resulted in a small deficit of £2,702 for the year ending 2024. Under Trussell rules we are required to hold sufficient funds to cover 6 months of running costs, which our current financial reserves

allow. Our finances are therefore in sufficiently robust health to enable us to fund our plans for the coming year.

### **VOLUNTEERS**

Our thanks go as ever to our wonderful and hugely valued volunteers, without whom none of our services would be possible – whether in the public eye or behind the scenes. We are grateful not only for their ongoing commitment, but also for the way in which they respond so willingly to the continuing pressure of high numbers seeking our services and support. The past couple of years have produced unexpected and specific challenges in their duties – and significant growth in our operations - and their response in coping with the added work load has been magnificent.

We are also grateful for the willingness of Caterham Baptist Church, Oakhall Church and King's Church Oxted for allowing the use of their premises gratis, which has benefitted the Foodbank so greatly in terms of the resultant financial savings, and access into the communities we serve. We were glad to be able to work with King's Church and additional local volunteers to expand our operations in Oxted in this reporting year, given increased client numbers there.

And finally, we are as ever thankful for the generosity of our local communities in Caterham, Oxted and across other towns and areas of northern Tandridge District - so freely given by those who have contributed to our stocks of food, which has enabled us to oversee a throughput of around 40 tonnes of stock over this year. This is an inspiring reflection of the open-hearted spirit of our local communities in responding to the needs of the less fortunate among us.

### **DECLARATIONS**

#### **Trustees in office in 2024:**

Gemma Zarembski (Chair from May 2024)

John Edward Baldwin

Stephen Martin Bidwell

Diana Gwynn (appointed May 2024)

John Lord (resigned as Chair in January 2024)

Simon Quincey (resigned May 2024)

Ronald Francis White (Acting Chair from January to May 2024)

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

Signed on behalf of the charity's Trustees:

Name: Gemma Zarembski

Position: Chair of Trustees

Date: ...07.2025

**Independent Examiner's Report to the Trustees of the Caterham Food Bank  
(Registered Charity Number 1155330)**

I report on my examination of the accounts of Caterham Food Bank for the year ended 31<sup>ST</sup> December 2024.

**Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts (which are attached) carried out under section 145 of the Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David R Ling FCA  
Chartered Accountant  
36a Chaldon Common Road  
Chaldon  
Surrey CR3 5DB



4<sup>th</sup> March 2025

# CATERHAM FOOD BANK

(Registered Charity Number 1155330)

## STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2024

	2024		2023	
	£	£	£	£
<b>FIXED ASSETS</b>				
Van, at Cost	17,328		17,328	
less: Deprecation to date (See Note)	- 7,855		- 4,697	
	<u>          </u>	9,473	<u>          </u>	12,631
<b>NET CURRENT ASSETS</b>				
<b>CASH AT BANK</b>				
CAF Current Account	31,564		81,116	
CAF Deposit Account	50,119		-	
Redwood Bank Limited Deposit Account	46,322		45,000	
	<u>          </u>	128,005	<u>          </u>	126,116
<b>DEBTORS AND PREPAYMENTS</b>				
Bankuet	9,055		9,000	
Accrued bank interest	1,441		1,116	
Other	5,500		5,558	
	<u>          </u>	15,996	<u>          </u>	15,674
<b>less: CREDITOR</b>		- 217		-
		<u>          </u>		<u>          </u>
		<u>153,257</u>		<u>154,421</u>
<b>CHARITY FUNDS:</b>				
<b>GENERAL FUND:</b>				
Balance at 1 January 2024	148,581		135,588	
Deficit (2023 Surplus) for the year	- 2,702		12,993	
	<u>          </u>	145,879	<u>          </u>	148,581
<b>DESIGNATED FUND:</b>		7,378		5,840
		<u>          </u>		<u>          </u>
		<u>153,257</u>		<u>154,421</u>

Note: Depreciation is provided at 25% per annum on the written down value of the Van

**CATERHAM FOOD BANK**  
(Registered Charity Number 1155330)

**INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 2024**

	2024		2023	
	£	£	£	£
<b>GENERAL FUND:</b>				
<b>INCOME:</b>				
Donations and Grants		64,945		80,649
Bank interest		1,901		1,285
Gift Aid		774		2,556
		67,620		84,490
<b>EXPENDITURE:</b>				
<b>OPERATING COSTS</b>				
Staff costs		35,620		37,944
Warehouse: Refurbishment and set up		-		590
Rent		4,000		4,987
Christmas Hampers		10,716		7,788
Food purchases		10,640		6,134
Fuel Bank		1,288		-
Equipment purchases		1,630		2,443
Van operating costs		1,673		2,986
Van depreciation		3,158		4,210
Insurances		449		442
Other operating costs		1,148		3,973
		70,322		71,497
<b>DEFICIT (2023 SURPLUS) FOR THE YEAR</b>		<b>- 2,702</b>		<b>12,993</b>
 <b>DESIGNATED FUND: (Financial Inclusion)</b>				
Balance at 1 January 2024		5,840		5,380
Grants receivable from the Trussell Trust		17,826		14,388
less: Expenditure during the year		- 16,288		- 13,928
		7,378		5,840

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		<u>          </u>		<u>          </u>
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<b>INCOME:</b>				
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<b>OPERATING COSTS</b>				
Staff costs		35,620		37,944
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Rent		4,000		4,987
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**CATERHAM FOODBANK**

England & Wales - Charity number 1155330

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# Accounts

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## **CATERHAM FOODBANK TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENT FOR YEAR TO 31 DECEMBER 2023**

### **OUR AIMS AND PURPOSES:**

Caterham Foodbank is part of the Trussell Trust network of foodbanks and together we provide emergency food and associated support to people trapped in food poverty. The twelve months of this reporting period saw a continued rise in the numbers of people using the foodbank, with the residual effects of the Coronavirus pandemic continuing to have a considerable impact on the number of people using our services. As in previous years, the primary reasons for people coming to the foodbank were a mixture of low income, benefit changes/delays and unexpected life events including long-term health and personal issues. In the course of this reporting year, we fulfilled 1837 food vouchers, each voucher providing a minimum of three days' nutritionally balanced emergency food to those in difficulty. Our data for 2023 show that thanks to the hard work and commitment of our staff and volunteers, we were able to provide food for 5167 people (2903 adults and 2264 children).

During this period we were able to return to our in-person contact with clients, and have referred users to various agencies who offer help in their current situation by providing additional support, with an ultimate aim of ensuring they will not need to use foodbanks in the future. Users have been signposted to Job Clubs, Citizens Advice Bureau, Budget Planning, Debt and other Counselling Services as appropriate.

### **OUR OBJECTS AND ACTIVITIES:**

The electric Foodbank van purchased in 2022 continued to prove its vital worth for collections of donations from local supermarkets and for delivering goods to the distribution centres. Given the ever-increasing amounts of both donations into our warehouse, and deliveries from it to our food centres - this has proved a very timely investment.

We have also been able to fund the presence of an experienced Citizens' Advice colleague at our two busiest food centres, though a restricted grant received from Trussell Trust for this purpose - as part of a joint national scheme. This has been instrumental in signposting users to the various agencies and benefits available to people on low income and those reliant on state benefits, as well as those dealing with the ongoing problems of debt. The presence of this advisor has been greatly welcomed by our users, with their services in constant demand at all sessions.

In the course of the year under review, our warehouse records showed total stock inward of 41,727 kg and stock outward of 39,708 kg. The total number of vouchers received was 1837, which represents a total of 5167 people fed – an increase of 38% on 2022.

Another challenge for early 2023 was to recruit a new Project Manager and Operations Manager, following the decision of their long-standing predecessors in late 2022 to step down from those positions. The same decision was also taken by the then Honorary Treasurer. The search for replacements for the management staff and treasurer, who had been in position for many years, represented a demanding task for the Trustees. The positions were advertised and the interviewing procedure was successful in appointing new candidates to both roles, who were able to take up their positions after a handover period as scheduled by the end of April 2023. The Trustees are grateful that this process was completed with minimum disruption to our services.

Despite the long shadow caused by the pandemic, we have again benefitted from the extraordinary generosity of our local community. It has been gratifying to see the selfless support of so many people in Caterham and across Tandridge District, who have again responded to the needs of the poorer members of our society with such heartwarming and selfless willingness to donate food and money. The thanks of the Trustees go to each and every one of these vital donors.

We are also grateful for the continuing support of the local Rotary clubs and particularly the renewed generosity of the COGS Lions Club for their donation to help fund again in 2023 the supply of Christmas hampers to recipients.

## **PLANS FOR 2024**

We were able to continue to run 3 distribution centres on different days each week at Caterham Baptist Church, Oakhall Church (both in Caterham) and King's Church in Oxted. We are now offering fresh produce at the busier Caterham venues in addition to the tinned and dried foods already provided. This is proving popular with users and is a cost-effective addition to our offering.

We propose to continue our funded relationship with Citizens Advice in light of the demand for their service, through the financial inclusion grant received from the Trussell Trust. Helping people to cope with the burden of debt and the complexities of the benefits system remains a key component in our long-term aim of removing the need for foodbanks in line with the Trussell Trust's strategic plan.

The continuing problem of fuel poverty has also been in the forefront of our thinking for the reporting year. With the rapid increase in energy prices, ever more people are confronted with the harrowing decision of eating or heating and we feel that helping them is part of the wider role of the Foodbank. Our trial project in conjunction with the Fuel Bank charity, which provides energy top-up vouchers to people at immediate risk of disconnection from gas and electricity supply, successfully continued throughout 2023. The Trustees recognise the generous support from Fuel Bank at national level in supplementing our own funds available for this service to clients.

## **FINANCES**

The attached financial report shows that we had a total income of £82,668, which has helped us to carry forward a surplus for the year of £5,497. Under Trussell Trust rules, we are required to hold sufficient funds to cover 6 months of running costs, which our current financial status readily covers. Our finances are therefore in sufficiently robust health to enable us to fund our plans for the coming year.

## **VOLUNTEERS**

Our thanks go as ever to our wonderful and hugely valued volunteers, without whom none of our services would be possible – whether in the public eye or behind the scenes. We are grateful not only for their ongoing commitment, but also for the way in which they have responded so willingly to all the residual demands imposed post-pandemic. The past couple of years have produced unexpected and specific challenges in their duties – and significant growth in our operations - and their response in coping with the added difficulties has been magnificent.

We are also grateful for the willingness of Caterham Baptist Church, Oakhall Church and King's Church Oxted for allowing the use of their premises gratis, which has benefitted the Foodbank so greatly in terms of the resultant financial savings, and access into the communities we serve.

And finally, we are as ever thankful for the generosity of our local community in Caterham and across Tandridge District, so freely given by those who have contributed to our stocks of food, which has enabled us to oversee a throughput of over 41 tonnes of stock over this year. This is an inspiring reflection of the open-hearted spirit of our local community in responding to the needs of the less fortunate among us.

## **DECLARATIONS**

### **Trustees in office in 2023:**

John Lord (Chair)

John Edward Baldwin

Stephen Martin Bidwell

Simon Quincey

Ronald Francis White

Gemma Zarembski (joined July)

David Stritch (resigned July)

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

Signed on behalf of the charity's Trustees:

Name: Gemma Zarembski

Position: Chair of Trustees

Date: 17.10.2024

**Independent Examiner's Report to the Trustees of the Caterham Food Bank (Registered Charity Number 1155330)**

I report on my examination of the accounts of Caterham Food Bank for the year ended 31<sup>ST</sup> December 2023.

**Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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**Independent Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

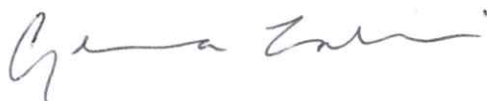
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- the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David R Ling FCA  
Chartered Accountant  
36a Chaldon Common Road  
Chaldon  
Surrey CR3 5DB



24<sup>TH</sup> April 2024



# CATERHAM FOOD BANK

(Registered Charity Number 1155330)

## RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

	2023		2022	
	£	£	£	£
<b>GENERAL FUND:</b>				
<b>RECEIPTS:</b>				
Donations:				
Corporate	26,146		28,779	
Individuals	17,554		11,520	
Via CAF	4,325		5,854	
Just Giving	20,124		23,839	
Surrey CC Grant	12,500		12,500	
Bank interest	170		94	
		<b>80,819</b>		<b>82,586</b>
Gift Aid		<b>1,849</b>		<b>2,206</b>
		<b>82,668</b>		<b>84,792</b>
<b>PAYMENTS:</b>				
<b>OPERATING COSTS</b>				
Staff costs	37,944		22,019	
Warehouse: Refurbishment and set up	590		877	
Rent	5,921		-	
Christmas Hampers	7,788		6,991	
Food purchases	15,134		1,429	
Fuel Bank (net of donation received of £2,000)	-		5,000	
Van operating costs	2,929		1,576	
Insurances	449		438	
Other operating costs	3,973		1,973	
		<b>74,728</b>		<b>40,303</b>
<b>EQUIPMENT PURCHASES</b>				
Van	-		17,328	
Other	2,443		602	
		<b>2,443</b>		<b>17,930</b>
<b>EXCESS OF RECEIPTS OVER PAYMENTS FOR THE YEAR</b>		<b>5,497</b>		<b>26,559</b>

**Independent Examiner's Report to the Trustees of the Caterham Food Bank (Registered Charity Number 1155330)**

I report on my examination of the accounts of Caterham Food Bank for the year ended 31<sup>ST</sup> December 2023.

**Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts (which are attached) carried out under section 145 of the Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

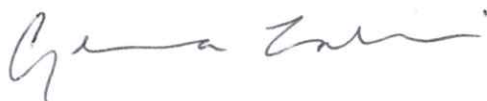
- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David R Ling FCA  
Chartered Accountant  
36a Chaldon Common Road  
Chaldon  
Surrey CR3 5DB



24<sup>TH</sup> April 2024



# CATERHAM FOOD BANK

(Registered Charity Number 1155330)

## RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

	2023		2022	
	£	£	£	£
<b>GENERAL FUND:</b>				
<b>RECEIPTS:</b>				
Donations:				
Corporate	26,146		28,779	
Individuals	17,554		11,520	
Via CAF	4,325		5,854	
Just Giving	20,124		23,839	
Surrey CC Grant	12,500		12,500	
Bank interest	170		94	
		<b>80,819</b>		<b>82,586</b>
Gift Aid		<b>1,849</b>		<b>2,206</b>
		<b>82,668</b>		<b>84,792</b>
<b>PAYMENTS:</b>				
<b>OPERATING COSTS</b>				
Staff costs	37,944		22,019	
Warehouse: Refurbishment and set up	590		877	
Rent	5,921		-	
Christmas Hampers	7,788		6,991	
Food purchases	15,134		1,429	
Fuel Bank (net of donation received of £2,000)	-		5,000	
Van operating costs	2,929		1,576	
Insurances	449		438	
Other operating costs	3,973		1,973	
		<b>74,728</b>		<b>40,303</b>
<b>EQUIPMENT PURCHASES</b>				
Van	-		17,328	
Other	2,443		602	
		<b>2,443</b>		<b>17,930</b>
<b>EXCESS OF RECEIPTS OVER PAYMENTS FOR THE YEAR</b>		<b>5,497</b>		<b>26,559</b>

**CATERHAM FOODBANK**

England & Wales - Charity number 1155330

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# Accounts

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4, Beechwood Road  
Caterham  
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07523 983122  
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[info@caterham.foodbank.org.uk](mailto:info@caterham.foodbank.org.uk)

## **CATERHAM FOODBANK TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENT FOR YEAR TO 31 DECEMBER 2022**

### **OUR AIMS AND PURPOSES:**

Caterham Foodbank is part of the Trussell Trust network of foodbanks and together we provide emergency food and associated support to people trapped in poverty. The past twelve months saw a continued rise in the numbers of people using the foodbank, with the residual effects of the Coronavirus pandemic continuing to have a considerable impact on the number of people using our services. As noted in previous years, the primary reasons for people coming to the foodbank have been low income and benefit changes/delays. In the course of the year, we fulfilled 1397 vouchers, each voucher providing a minimum of three days' nutritionally balanced emergency food to those in difficulty. Our data for 2022 show that thanks to the hard work and commitment of our staff and volunteers, we were able to provide food for 3862 people.

Where we have been able to speak to our users face to face, we have referred users to various agencies who offer help in their current situation by providing additional support, with an ultimate aim of ensuring they will not need to use foodbanks in the future. Users have been signposted to Job Clubs, Citizens Advice Bureau, Budget Planning, Debt and other Counselling Services etc.

### **OUR OBJECTS AND ACTIVITIES:**

In the year under review, we completed the purchase of an electric delivery van. This is already proving vital for collections of donations from local supermarkets and for delivering goods to the distribution centres, which can now be undertaken in one journey, rather than multiple journeys in volunteers' cars.

We have also been able to fund the presence of an experienced CAB adviser at all distribution sessions, who has been instrumental in signposting users to the various agencies and benefits available to people on low income and those reliant on state benefits, as well as those dealing with the ongoing problems of debt. The presence of this advisor has been greatly welcomed by our users, with their services in constant demand at all sessions.

In the course of the year under review, our warehouse records showed total stock inward of 33,306 kg and stock outward of 32,745 kg. The total number of vouchers received was 1,397, which represents a total of 3,862 people fed.

We were notified in late 2022 of the decisions of the Project Manager and Operations Manager to step down from their positions in 2023. The same decision was also taken by the Hon Treasurer. The search for replacements for the management staff and treasurer, who have been in position for many years, represents a demanding task for the trustees. The positions have been advertised and the interviewing

procedures will commence in early 2023. It is hoped that once the successful candidates have been agreed, the necessary training process will take place in the early months of 2023, with a view to completing the formal handover by the end of April 2023.

Despite the difficulties caused by the pandemic, we have again benefitted from the extraordinary generosity of our local community. It has been gratifying to see the selfless support of so many people in Caterham and district, who have again responded to the needs of the poorer members of our society with such heartwarming and selfless willingness to donate food and money. The thanks of the Trustees go to each and every one of these vital donors.

We are also grateful for the continuing support of the local Rotary clubs and particularly the renewed generosity of the COGS Lions Club for their donation to fund the supply of Christmas hampers to recipients.

### **PLANS FOR 2023**

As mentioned in the report for the previous year, we now have 3 distribution centres in operation at Caterham Baptist Church, Oakhall Church (both in Caterham) and King's Church in Oxted. We are now also offering fresh produce at some sessions in addition to the tinned and dried foods already provided. This is proving popular with users and is a cost-effective addition to our offering.

We propose to continue our funding of the Citizens Advice worker in light of the demand for their services. This will be funded in the coming year by the financial inclusion grant received from the Trussell Trust. Helping people to cope with the burden of debt and the complexities of the benefits system remains a key component in our long-term aim of removing the need for foodbanks in line with the Trussell Trust Together for Change strategic plan.

The continuing problem of fuel poverty has been in the forefront of our thinking for the coming year. With the rapid increase in energy prices, ever more people are confronted with the harrowing decision of eating or heating and we feel this is part of the wider role of the foodbank. Our trial project in conjunction with the Fuelbank Service, which provides energy top-up vouchers to people at immediate risk of disconnection from gas and electricity supply, continued throughout the early part of 2022. Our initial commitment of £5000 remains under constant monitoring to enable us to assess the impact of and demand for this supplementary service over the course of the year.

Finally, as outlined above, in addition to our ongoing core operations we anticipate the need to invest considerable time and effort in ensuring a smooth changeover of the foodbank management team and treasurer. As the present personnel have largely been in place since the inception of our foodbank, this changeover represents a considerable milestone for us and every effort will be made to ensure that any effects on the smooth operation of the foodbank will be kept to a minimum.

### **FINANCES**

The attached financial report shows that we had a total income of £ £84,792, which has helped us to carry forward a surplus for the year of £26,559. Under Trussell Trust rules, we are required to hold sufficient funds to cover 6 months of running costs, which our current financial status readily covers. Our finances are therefore in sufficiently robust health to enable us to fund our plans for the coming year.

### **VOLUNTEERS**

Our thanks go as ever to our wonderful and hugely valued volunteers, without whom none of our initiatives would be possible. We are grateful not only for their ongoing commitment, but also for the way in which they have responded so willingly to all the residual demands imposed by the pandemic. The past

couple of years have produced unexpected and specific problems in their duties and their response in coping with the added difficulties has been magnificent.

We are also grateful for the willingness of the Baptist Church ,Oakhall Church and King's Church Oxted for allowing the free use of their premises, which has benefitted the foodbank so greatly in terms of the resultant financial savings.

And finally, we are as ever thankful for the generosity of our local community in Caterham and district so freely given by those who have contributed to our stocks of food, which has enabled us to oversee a throughput of over 30,000 kg of stock over the past year. This is an inspiring reflection of the open-hearted spirit of our local community in responding to the needs of the less fortunate among us.

**DECLARATIONS**

**Trustees:**

John Lord (Chair)

John Edward Baldwin

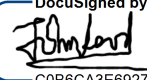
Stephen Martin Bidwell

Simon Quincey

Ronald Francis White

Gemma Zarembski

The Trustees declare that they have approved the Trustees' report above  
Signed on behalf of the charity's Trustees:

DocuSigned by:  
  
COB6CA3E69274EF...

Name: John Lord

Position: Chair of Trustees

Date: -30.10.2023

**CATERHAM FOOD BANK**  
(Registered Charity Number 1155330)

**RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

	2022		2021	
	£	£	£	£
<b>GENERAL FUND:</b>				
<b>RECEIPTS:</b>				
Donations:				
Corporate	41,279		18,794	
Individuals	11,520		14,657	
Via CAF	5,854		100	
Just Giving	23,839		17,088	
Give as you live	-		500	
Bank interest	94		-	
		82,586		51,140
Gift Aid		2,206		1,281
		84,792		52,421
<b>PAYMENTS:</b>				
<b>OPERATING COSTS</b>				
Staff costs	22,019		20,014	
New Warehouse: Refurbishment and set up	877		380	
Christmas Hampers	6,991		4,567	
Food purchases	1,429		738	
Fuel Bank (net of donation received of £2,000)	5,000		-	
Insurances	2,014		271	
Other operating costs	1,973		1,291	
		40,303		27,261
<b>EQUIPMENT PURCHASES</b>				
Van	17,328		-	
Other	602		2,227	
		17,930		2,227
<b>SURPLUS FOR THE YEAR</b>		<b>26,559</b>		<b>22,933</b>
<b>DESIGNATED FUND: (Financial Inclusion)</b>				
Grants received from the Trussell Trust		11,500		-
Expenditure during the year		8,250		-
Balance at 31 December 2022		3,250		-
<b>CASH AT BANK:</b>				
Balance at 31 December 2021		90,532		67,599
Surplus for the year		26,559		22,933
		117,091		90,532
Designated Funds		3,250		-
Balance at 31 December 2022		120,341		90,532



## **Independent Examiner's Report to the Trustees of the Caterham Food Bank (Registered Charity Number 1155330)**

I report on my examination of the accounts of Caterham Food Bank for the year ended 31<sup>ST</sup> December 2022.

### **Responsibilities and basis of report**

As the Charity's Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts (which are attached) carried out under section 145 of the Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David R Ling FCA  
Chartered Accountant  
36a Chaldon Common Road  
Chaldon  
Surrey CR3 5DB



12<sup>th</sup> January 2023

**CATERHAM FOODBANK**

England & Wales - Charity number 1155330

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# Accounts

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4, Beechwood Road  
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[info@caterham.foodbank.org.uk](mailto:info@caterham.foodbank.org.uk)

## **CATERHAM FOODBANK TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENT FOR YEAR TO 31 DECEMBER 2021**

### **OUR AIMS AND PURPOSES:**

Caterham Foodbank is part of the Trussell Trust network of foodbanks and together we provide emergency food and associated support to people trapped in poverty. The past twelve months saw a continued rise in the numbers of people using the foodbank, with the ongoing Coronavirus pandemic continuing to have a considerable impact on the number of people using our services. As noted in previous years, the primary reasons for people coming to the foodbank have been low income and benefit changes/delays. In the course of the year, we fulfilled 1135 vouchers, each voucher providing a minimum of three days' nutritionally balanced emergency food to those in difficulty. Our data for 2021 show that thanks to the hard work and commitment of our staff and volunteers, we were able to provide food for 3388 people (1706 adults and 1682 children)..

Where we have been able to speak to our users face to face as far as allowed by government restrictions, we have referred users to various agencies who offer help in their current situation by providing additional support, with an ultimate aim of ensuring they will not need to use foodbanks in the future. Users have been signposted to Job Clubs, Citizens Advice Bureau, Budget Planning, Debt and other Counselling Services etc.

### **OUR OBJECTS AND ACTIVITIES:**

At last year's AGM, we reported that we had secured the use of a larger warehouse in central Caterham on a 5-year lease. Following extensive renovation and adaptation works, this has proved a boon in ensuring the efficient receipt, processing and distribution of food under the expert leadership of our Warehouse Coordinator Euan Lee. The paid hours of our Project Manager (Operations), Gill Bailey, were increased to reflect the increased workload due to the pandemic. In light of the ever-increasing demand for the foodbank's services, the trustees felt that additional management capacity was required and following an exhaustive recruitment procedure we were fortunate enough to secure the services of Janice Thomson as Project Manager (Communications). The trustees now feel that we have an efficient management team in place which will serve the foodbank well in meeting the demands of the future.

As in the previous year, fundraising activities have been largely curtailed due to the pandemic restrictions, although with the potential relaxing of restrictions we are hoping that some fundraising activities can be resumed in 2022. Despite the difficulties caused by the pandemic, we have again benefitted from the extraordinary generosity of our local community. It has been gratifying to see the selfless support of so many people in Caterham and district, who have again responded to the needs of the poorer members of our society with such heartwarming and selfless willingness to donate food and money, often anonymously. The thanks of the Trustees go to each and every one of these vital donors.

We are also grateful for the continuing support of the Trussell Trust and, more locally, Oxted URC, the local Rotary clubs and particularly the COGS Lions Club for their donation to fund the supply of Christmas hampers to 372 recipients. Along with the many individuals, companies and organisations who have been so generous in lending their considerable and welcome financial support during the year, they were once again a mainstay of our funding income.

## **PLANS FOR 2022**

As mentioned in our previous report, the new distribution centre at Oakhall Church is now operational and offers an outlet on the Hill in addition to the Valley centre at the Baptist Church, with both sessions running well. In recognition of the difficulty of access to a local distribution centre for those resident outside Caterham, a further "order and collect" centre has been established at King's Church in Oxted.

We are now also offering fresh produce at some sessions in addition to the tinned and dried foods already provided. This is proving popular with users and is a cost-effective addition to our offering.

The growing problem of fuel poverty has been in the forefront of our thinking for the coming year. With the rapid increase in energy prices, ever more people are confronted with the harrowing decision of eating or heating and we feel this is part of the wider role of the foodbank. To that end, we have embarked on a trial project in conjunction with the Fuel Bank Foundation, which provides energy top-up vouchers to people at immediate risk of disconnection from gas and electricity supply. We have committed a sum of £5000 to this trial venture and will be monitoring the progress of and demand for this supplementary service over the course of the year.

In light of the planned reductions in Coronavirus-related restrictions in prospect and the renewed ability to conduct face to face meetings with our users, we are exploring the possibility of securing a financial inclusion grant from the Trussell Trust, which would enable us to have a Citizens Advice worker available to provide advice on vital matters such as debt and benefits. Helping people to cope with the burden of debt and the complex benefits system is a key component in our long-term aim of removing the need for foodbanks in line with the Trussell Trust Together for Change strategic plan.

Finally, with the addition of our new Operations Manager (Communications), we are looking to expand our social media presence as a means of publicising the work of the foodbank with a view to increasing donor awareness and user accessibility.

## **FINANCES**

The attached financial report shows that we had a total income of £ £52 670, which has helped us to carry forward a surplus for the year of £21 516. Under Trussell Trust rules, we are required to hold sufficient funds to cover 6 months of running costs, which our current financial status readily covers. Our finances are therefore in sufficiently robust health to enable us to fund our plans for the coming year.

## **VOLUNTEERS**

Our thanks go as ever to our wonderful and hugely valued volunteers, without whom none of our initiatives would be possible. We are grateful not only for their ongoing commitment, but also for the way in which they have responded so willingly to all the additional demands imposed by the pandemic. The past couple of years have produced unexpected and specific problems in their duties and their response in coping with the added difficulties has been magnificent.

We are also grateful for the willingness of the Baptist Church, Oakhall Church and King's Church Oxted to allow the free use of their premises, which has benefitted the foodbank so greatly in terms of the resultant financial savings.

And finally, we are as ever thankful for the generosity of our local community in Caterham and district so freely given by those who have contributed to our stocks of food, which has enabled us to oversee a throughput of almost 30,000 kg of stock over the past year. This is an inspiring reflection of the open-hearted spirit of our local community in responding to the needs of the less fortunate among us.

**DECLARATIONS**

**Trustees:**

John Lord (Chair)

John Edward Baldwin

Stephen Martin Bidwell

Simon Quincey

David Patrick Stritch

The Trustees declare that they have approved the Trustees' report above  
Signed on behalf of the charity's Trustees:

Signed: -----

Name: John Lord

Position: Chair of Trustees

Date: -----

# CATERHAM FOOD BANK

(Registered Charity Number 1155330)

## RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31 DECEN

	2021	
	£	£
<b>RECEIPTS:</b>		
Donations:		
Corporate	18,794	
Individuals	14,657	
Via CAF	100	
Just Giving	17,088	
Give as you live	500	
	<hr/>	51,140
Gift Aid		1,281
Tandridge DC COVID Grant		-
		<hr/>
		52,421
<b>PAYMENTS:</b>		
<b>OPERATING COSTS</b>		
Staff costs	20,014	
New Warehouse: Refurbishment and set up	380	
Christmas Hampers	4,567	
Food purchases	738	
Equipment purchases	2,227	
Insurance	271	
Other operating costs	1,291	
	<hr/>	29,488
<b>SURPLUS FOR THE YEAR</b>		<hr/> <b>22,933</b>
<b>CASH AT BANK:</b>		
Balance at 31 December 2021		90,532
less: Balance at 1 January 2021		67,599
		<hr/>
		<b>22,933</b>

## IBER 2021

2020

£                      £

28,171  
20,845  
5,732  
12,559

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67,307

4,716

10,000

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82,023

11,904  
16,995  
3,143  
-  
635  
208  
753

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33,638

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48,385

67,599

19,214

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48,385

**Independent Examiner's Report to the Trustees of the Caterham Food Bank (Registered Charity Number 1155330)**

I report on my examination of the accounts of Caterham Food Bank for the year ended 31<sup>ST</sup> December 2021.

**Responsibilities and basis of report**

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**Independent Examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

David R Ling FCA  
Chartered Accountant  
36a Chaldon Common Road  
Chaldon  
Surrey CR3 5DB



14 January 2022