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## **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/>
		22,933
<b>CASH AT BANK:</b>		
Balance at 31 December 2021		90,532
less: Balance at 1 January 2021		67,599
		<hr/>
		22,933

IBER 2021

	2020
£	£
28,171	
20,845	
5,732	
12,559	
	67,307
	4,716
	10,000
	82,023
11,904	
16,995	
3,143	
-	
635	
208	
753	
	33,638
	48,385
	67,599
	19,214
	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**

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



14 January 2022