



4, Beechwood Road  
Caterham  
Surrey  
CR3 6NA  
07523 983122  
[www.caterham.foodbank.org.uk](http://www.caterham.foodbank.org.uk)  
[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

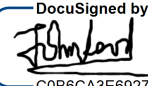
Stephen Martin Bidwell

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:

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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
		<b>84,792</b>		<b>52,421</b>
<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		<b>3,250</b>		<b>-</b>
<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	<b>120,341</b>		<b>90,532</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 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