

WASHINGTON COMMUNITY FOOD PROJECT

England & Wales · Charity number 1156409

Details

Other names	WCFP
Status	Registered
Legal form	Other
Registered	2014-03-27
Register	View on the Charity Commission register

Contact

Address	Unit O Washington Galleries Washington Tyne and Wear NE38 7SD
Phone	07450766226
Email	washingtoncfp@gmail.com
Website	www.wcfp.org.uk

Activities

Objects: THE CHARITY'S OBJECTS ('THE OBJECTS') ARE THE PREVENTION OR RELIEF OF POVERTY OR FINANCIAL HARDSHIP IN WASHINGTON AND SPRINGWELL VILLAGE IN PARTICULAR BUT NOT EXCLUSIVELY BY: THE PROVISION OF EMERGENCY FOOD PARCELS, ITEMS, SERVICES AND FACILITIES TO INDIVIDUALS IN FINANCIAL NEED. CONTRIBUTING TO AND CO-OPERATING WITH CHARITIES AND OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY FROM WITHIN WASHINGTON AND SPRINGWELL VILLAGE.

Activities: We are a food bank.

Classification

- **How:** Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** WASHINGTON AND SPRINGWELL VILLAGE
- Sunderland

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£105,300	£113,616	-	-
2023-12-31	£132,990	£139,043	-	-
2022-12-31	£130,045	£120,544	-	-
2021-12-31	£76,045	£60,856	-	-
2020-12-31	£111,593	£56,310	-	-

Trustees

Name	Role	Appointed
Audrey Allen		2024-05-22
Catherine Spellman		2021-02-05
Emma Louise Welch		2024-05-22
Gail Watson		2023-04-19
Michelle Natton		2019-03-04
Nicola Jobson		2021-10-04
Nicola Murray		2024-05-22
Nikki Dalglish		2024-05-22
Susan Elizabeth Harris		2024-05-22
Valerie Margaret Jordan		2024-05-22

WASHINGTON COMMUNITY FOOD PROJECT

England & Wales - Charity number 1156409

Accounts



Annual Report 2024



ABOUT US

Washington Community Food Project is a food bank that was founded in 2012 by the late Joanne and Malcolm Dawson. The **WCFP** is part of **IFAN**- a group of independent, grassroots food aid providers working together to secure food security for all. Until this happens, we will be here to help people in crisis across Washington and Springwell Village.

The WCFP work on a referral-only basis, which means our support goes to those in genuine need. We receive referrals from frontline agencies, including health professionals, social workers, housing officers, schools, Sunderland City Council and voluntary organisations such as Citizens Advice. Once referred, people come to collect a food parcel from us at Unit O, situated on the first floor of The Galleries in Washington Town Centre- home of the food bank since 2019. From here, we can also signpost people towards other services that may ease their financial hardship and enable them to move forward with their lives.

People who visit us get emotional support and a reminder that they are not alone. Our volunteers offer a friendly face, kindness and understanding. Since the beginning of 2024 our dedicated team have worked tirelessly to supply almost two thousand food parcels, free packed lunches for children during every school holiday and supported community-based projects aiming to alleviate food poverty within our local area.

WASHINGTON COMMUNITY Food Project

Charity Number: 1156409



Unit O, The Galleries, Washington, NE38 7SD



07450 766 226



washingtoncfp@gmail.com



wcfp.org.uk

Board of trustees

Nicola Jobson- *Interim Chair*

Sue Harris- *Secretary*

Michelle Natton- *Treasurer*

Audrey Allen

Nikki Dalglish

Val Jordan

Nic Murray

Cat Spellman

Gail Watson

Emma Welch



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COMMITTEE REPORTS

Interim Chair's Message



Nicola Jobson

2024 was another busy year of change and challenges at the Washington Community Food Project as a relentless battering of affordability issues hit people's pockets hard. Yet amid these hardships, we witnessed the extraordinary strength of our organisation, generosity of our local community and the resilience of the people that we serve.

After the last AGM, we welcomed almost three quarters of new trustees to the board. They brought with them a wealth of skills, experience and ideas and, I'm glad to report, they enjoyed it so much they're all happy to serve again next year! After acting as their Interim Chair for twelve months, I will be heading up this marvellous team again in the year ahead.

WCFP has over 40 wonderful regular volunteers without whom we simply could not operate. They undertake a variety of roles including collecting donations, packing and distributing food parcels, stock management and assisting at fundraising events. Last year we said farewell to some team members, as they moved on to pastures new, and welcomed some new faces to the WCFP family. Two of our longest-serving volunteers, Sue Laws & Carol Rowe, retired at the end of August and December respectively. Carol was one of the original team who first established the food bank. Their dedication during their years here has had a *huge* impact on many lives and we would all like to send them our heartfelt thanks and best wishes.

2024 was the first year that our referral system finally became totally paperless- thanks to a database created for us by talented students from Sunderland University. As well as being more sustainable, this online system has vastly improved the efficiency of how our referrals are processed. We closed our parcel outlets at local churches and Barmston Community Furnishings. Now all those collecting food come to our main hub in The Galleries, meaning everyone gets the benefit of extras such as fresh fruit/vegetables and baked goods and treats generously supplied by M&S, Sainsbury's and Greggs.

Last year, as well as providing emergency food parcels to over 4000 people in need, approximately 1600 packed lunches for kids, supporting community events, funding holiday youth projects and supplying families in need with toys and gifts during our most successful Christmas-Give-Away ever, we also sponsored daily, healthy snacks in two local primary schools. Discussing new ways to use our funds to alleviate food poverty within the wider community is a standing agenda item at every board meeting. If you know of a local food-based project you think the WCFP should be part of in 2025, we'd love to hear from you!

As I think back to what we have achieved over the past year, I am proud and humbled by how this community pulls together to support each other. YOU provide the funds and food for us to distribute. Our clients do not eat without YOUR help. Struggling households won't have to choose between heating & eating thanks to YOUR donations and vulnerable people have a lifeline to reach out to in their darkest times because of YOUR kindness. They cannot say 'thank you' directly so I will....



Whatever the next year may have in store, with your continued support, the WCFP will be here to provide help and hope.

Treasurer's Message



Michelle Natton

As I complete my two terms as Treasurer, I want to take a moment to express my heartfelt thanks to everyone who has been part of this incredible journey.

It has been a privilege to serve alongside such dedicated volunteers, who work tirelessly to ensure that no one in our community goes hungry. Your generosity, commitment, and teamwork are key to the ongoing success and professionalism of WCFP.

I'm proud of what we've achieved together—keeping our finances strong and transparent, growing our support, and making a positive impact for those in need. I would also like to take this opportunity to thank the many individuals and businesses who donate to the project. Your continued support is truly humbling. Though I'm stepping away from this role, I'll be cheering you on from the sidelines.

Thank you again for the trust, the support, and the many memorable moments. I wish the team every success in the future.

Health & Safety Team



Lead- Gail Watson



Deputy- Audrey Allen

There haven't been any major problems regarding accidents within either of the WCFP units this year. However, there have been a couple of minor accidents involving equipment being used. So, the emphasis is still on prevention and being vigilant to potential hazards around us at all times.

The Health and Safety Policy was reviewed, updated, agreed by Trustees and issued in July 2024. New volunteers joining in 2024, and some existing volunteers, have attended the Health and Safety training which runs through our current policy.

Over the last year parcel numbers have increased which means there is more handling and movement of stock from deliveries and stock going between the two WCFP units. Also due to a large generous donation of money from Sunderland City Council there were large orders of stock arriving over a short period of time which meant there was a very labour-intensive movement of stock in Unit L onto shelves to accommodate the bulk orders. Thankfully, this was done without incident. Thanks to Nic Murray and Brian Pritchard for co-ordinating the ordering.

This increased workload hasn't impacted on safety which is testament to the professional way in which all the volunteers work on behalf of WCFP. Well done everyone- another safe year.

Safeguarding Team



Lead- Val Jordan



Deputy- Nic Murray

Washington Community Food Project is committed to creating a safe and supportive environment for all.

This year, we have continued to provide safeguarding training to all staff and volunteers in how to report any concerns they may have regarding anyone's safety or wellbeing. We have also reviewed our safeguarding policies and procedures to ensure they remain up-to-date and relevant.

The WCFP has a clear reporting procedure for safeguarding concerns and takes appropriate action to address any issues reported. In 2024 only one minor safeguarding issue was reported and this was dealt with effectively and in a confidential manner, in line with our policies.

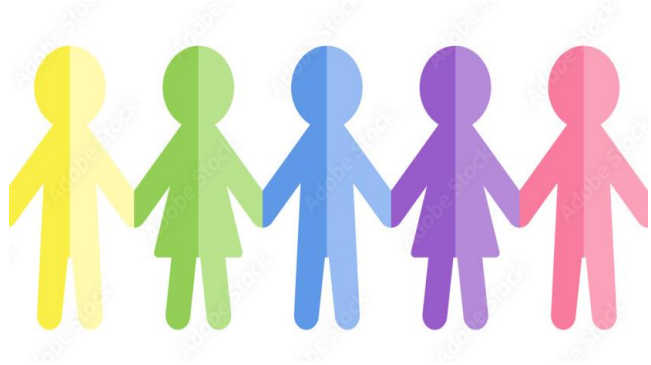
Our charity is committed to learning from our experiences and continually improving our safeguarding practices to ensure that all individuals who come into contact with us are protected from harm and have a positive experience.

STATISTICS

In 2024...



1861 food
parcels were
given out



Which
supported
4023 people

Reason For Need

Asylum seeker/refugee	13	0.7%
Benefits	310	16.66%
Bereavement	8	0.43%
Change in circumstance	54	2.9%
Cost of living crisis	590	31.72%
Debt	210	11.29%
Delay in wages	29	1.56%
Fleeing domestic violence	42	2.26%
Homeless	26	1.4%
Low income	133	7.15%
One-off loss	152	8.18%
School holiday poverty	24	1.29%
Sickness	78	4.19%
Other	191	10.27%

Average Supported by Parcel

Jan	2.39
Feb	2.34
March	2.18
April	1.98
May	2.30
June	2.00
July	2.18
Aug	2.21
Sept	1.95
Oct	2.50
Nov	2.07
Dec	2.19

** in Household**

1 person	44%
2 person	22%
3 person	14%
4 person	8%
5 person	5%
6+ person	7%

Number of Visits

One parcel only in year	30.17%
Two parcels in year	20.95%
Three parcels in year	20.39%
Four Parcels in year	11.73%
Five parcels in year	5.87%
Six Parcels in year	6.15%
Seven parcels in year	1.40%
Eight parcels in year	1.96%
Nine parcels in year	0.70%
Ten parcels in year	0.42%
Eleven parcels in year	0.14%
Twelve+ parcels in year	0.14%

PERFECT PARTNERS



We couldn't do what we do without you.

Last year you donated approximately **3270** bags of groceries to the project!
The overwhelming support we receive from local people and businesses is what keeps our doors open.



The daily donations we receive from the Washington branches of Aldi, Lidl, Greggs, Sainsbury's and M&S enable us to supplement our standard food parcels with fresh produce, baked goods and even bunches of flowers. These little luxuries, that many of us take for granted, can truly make the day brighter for someone facing hardship.



Throughout 2024, substantial grants from Sunderland City Council have allowed us to regularly provide fresh produce, replenish our food parcel stock and purchase additional supplies of toiletries and detergent for hygiene packs.



Our lovely friends at The British Heart Foundation bring us scores of heavy-duty bags each week. We use these to pack up our client's parcels and can never have enough!

The Galleries have also provided a handy donation point for customers to drop off bags. This is situated by the information pod, next to Kings Jewellers.



Not forgetting our four-legged friends!

In addition to a monthly donation of cat and dog food from the lovely folks at the RSPCA, we recently became a Blue Cross partner with a new donation bin now located within the Washington Galleries Retail Park branch of Pets at Home.



Local businesses make a *real* difference to the WCFP. Supporting us speaks volumes about your commitment to your local community while giving your staff the opportunity to grow, develop and enhance team spirit by getting involved. We are *incredibly* grateful to the local businesses, clubs and associations who have supported us over the years and look forward to working with them, and our new '**Perfect Partners**' in the year ahead.



SUPPORT US



Give Money

Times are hard. Demand for emergency food remains very high. At the same time, our food donations have fallen and to make up the shortfall we are having to purchase more stock than ever before. This extra expenditure comes on top of the charity's operating costs, which are all rising too.

We can accept cash, card or donations by cheque at Unit O in The Galleries. You can also make a quick and easy donation from your Paypal account via the link on our website, where you may also opt to allow us to claim 25p back for every pound through Gift Aid. All donations are welcome. Large or small, regular or one-off, they all help us to support local people in crisis.



Give Food

You can drop off small food donations at one of our collection points. We have lots across the Washington area and we're setting up more all the time.

You'll find the locations on our website and weekly updated shopping lists on our Facebook page.

If you have a larger donation of food, please drop it in at our main hub in The Galleries. We are generally staffed Tuesdays/Fridays 09.15-15.15 or Wednesdays/Thursdays 11.15-15.15. Please call to let us know you are coming. If you are a school, church or business wishing to host a donation point for us, give us a call and we'll get you all set up!



Give Time

Without our incredible volunteers we simply wouldn't be able to do what we do, and those facing hardship wouldn't get the support that they need.

Volunteering benefits your community but also *you* as the volunteer. You'll have the satisfaction of making a difference to people's lives but may also gain a greater sense of well-being, new experiences & skills, confidence and a new circle of friends.

Our volunteers do all kinds of things from collecting donations, sorting & packing the food, helping at events and overseeing the running of the charity as trustees.

If you'd like an application pack, drop us a line.



Unit O, The Galleries, Washington, NE38 7SD



07450 766 226



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Charity Registration No. 1156409

WASHINGTON COMMUNITY FOOD PROJECT
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

WASHINGTON COMMUNITY FOOD PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	N Jobson	
	J Petherick	(Resigned 22 May 2024)
	M Natton	
	S Laws	(Resigned 22 May 2024)
	K Wake	(Resigned 22 May 2024)
	C Rowe	(Resigned 22 May 2024)
	C Spellman	
	M Prince	(Resigned 22 May 2024)
	G Watson	
	B Pritchard	(Resigned 22 May 2024)
	L Scott	(Resigned 22 May 2024)
	S Harris	(Appointed 22 May 2024)
	A Allen	(Appointed 22 May 2024)
	N Dagleish	(Appointed 22 May 2024)
	V Jordan	(Appointed 22 May 2024)
	N Murray	(Appointed 22 May 2024)
	E Welsh	(Appointed 22 May 2024)
Charity number	1156409	
Independent examiner	J Hindmarch BA, FCA	

WASHINGTON COMMUNITY FOOD PROJECT

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WASHINGTON COMMUNITY FOOD PROJECT

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WASHINGTON COMMUNITY FOOD PROJECT

I report to the Trustees on my examination of the financial statements of Washington Community Food Project (the Charity) for the year ended 31 December 2024.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.



J Hindmarch BA, FCA

Dated: 15th May 2025

WASHINGTON COMMUNITY FOOD PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Unrestricted Funds 2023 £
<u>Income from:</u>					
Donations and legacies	2	51,751	32,000	83,751	83,194
Charitable activities	3	21,549	0	21,549	49,796
Total income		73,300	32,000	105,300	132,990
<u>Expenditure on:</u>					
Charitable activities	4	81,616	32,000	113,616	139,043
Net (expenditure)/income for the year/ Net movement in funds		(8,316)	0	(8,316)	(6,053)
Fund balances at 1 January 2024		101,395	0	101,395	107,448
Fund balances at 31 December 2024		93,079	0	93,079	101,395

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WASHINGTON COMMUNITY FOOD PROJECT

BALANCE SHEET

AS AT 31 DECEMBER 2024

			2024	2023
	Notes	£	£	£
Fixed assets				
Tangible assets	5		3,530	4,676
Current assets				
Stocks	6	13,324		10,597
Cash at bank and in hand		76,225		86,722
		<u>89,549</u>		<u>97,319</u>
Creditors: amounts falling due within one year	7	0		(600)
Net current assets			<u>89,549</u>	<u>96,719</u>
Total assets less current liabilities			<u>93,079</u>	<u>101,395</u>
 Income funds				
Unrestricted funds – general			<u>93,079</u>	<u>101,395</u>
			<u>93,079</u>	<u>101,395</u>

The financial statements were approved by the Trustees on *27 MAY 2025*



N Jobson

Trustee

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

Charity information

Washington Community Food Project is a registered charity.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities, applying FRS 102, rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% Reducing balance
Computers	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

2 Donations and legacies

	Donations and legacies Unrestricted funds 2024 £	Donations and legacies Restricted funds 2024 £	Donations and legacies Total 2024 £	Donations and legacies Total 2023 £
Donations and gifts	44,751		44,751	80,302
Grants	7,000	32,000	39,000	2,892
Total donations and legacies	51,751	32,000	83,751	83,194

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

3 Charitable activities

	Charitable Income 2024 £	Charitable Income 2023 £
Public and corporate donations	21,549	49,796

4 Charitable expenditure

	Charitable Expenditure Unrestricted 2024 £	Charitable Expenditure Restricted 2024 £	Charitable Expenditure Total 2024 £	Charitable Expenditure Unrestricted 2023 £
Depreciation and impairment	1,146		1,146	1,234
Value of food donated and distributed	42,496		42,496	77,349
Top up food purchases	20,461	32,000	52,461	46,275
Travel	2,180		2,180	2,164
Provision of free school meals during holidays and breakfast clubs	1,553		1,553	548
Sundries	587		587	637
Repairs	6,131		6,131	1,869
Warm spaces	0		0	265
Rates	0		0	2,068
Insurance	273		273	257
Light and heat	4,033		4,033	3,283
Telephone and broadband	1,387		1,387	1,341
Office costs	1,135		1,135	942
Paypal fees	198		198	211
Audit fee	36		36	600
Total Charitable expenditure	81,616	32,000	113,616	139,043

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

5	Tangible fixed assets			
		Fixtures and fittings	Computers	Total
		£	£	£
	Cost			
	At 1 January 2024	5,154	2,588	7,742
		<u>5,154</u>	<u>2, 588</u>	<u>7,742</u>
	At 31 December 2024			
	Depreciation and impairment			
	At 1 January 2024	1,826	1,240	3,066
	Depreciation charged in the year	499	647	1,146
		<u>2,325</u>	<u>1,887</u>	<u>4,212</u>
	At 31 December 2024			
	Carrying amount			
	At 31 December 2024	2,829	701	3,530
		<u>3,328</u>	<u>1,348</u>	<u>4,676</u>
	At 31 December 2023			
		<u>3,328</u>	<u>1,348</u>	<u>4,676</u>
6	Stocks			
			2024	2023
			£	£
	Finished goods and goods for resale		13,324	10,597
			<u>13,324</u>	<u>10,597</u>
7	Creditors: amounts falling due within one year			
			2024	2023
			£	£
	Accruals and deferred income		0	600
			<u>0</u>	<u>600</u>

Charity Registration No. 1156409

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ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

WASHINGTON COMMUNITY FOOD PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	N Jobson	
	J Petherick	(Resigned 22 May 2024)
	M Natton	
	S Laws	(Resigned 22 May 2024)
	K Wake	(Resigned 22 May 2024)
	C Rowe	(Resigned 22 May 2024)
	C Spellman	
	M Prince	(Resigned 22 May 2024)
	G Watson	
	B Pritchard	(Resigned 22 May 2024)
	L Scott	(Resigned 22 May 2024)
	S Harris	(Appointed 22 May 2024)
	A Allen	(Appointed 22 May 2024)
	N Dagleish	(Appointed 22 May 2024)
	V Jordan	(Appointed 22 May 2024)
	N Murray	(Appointed 22 May 2024)
	E Welsh	(Appointed 22 May 2024)
Charity number	1156409	
Independent examiner	J Hindmarch BA, FCA	

WASHINGTON COMMUNITY FOOD PROJECT

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WASHINGTON COMMUNITY FOOD PROJECT

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WASHINGTON COMMUNITY FOOD PROJECT

I report to the Trustees on my examination of the financial statements of Washington Community Food Project (the Charity) for the year ended 31 December 2024.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.



J Hindmarch BA, FCA

Dated: 15th May 2025

WASHINGTON COMMUNITY FOOD PROJECT

STATEMENT OF FINANCIAL ACTIVITIES

INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Unrestricted Funds 2023 £
<u>Income from:</u>					
Donations and legacies	2	51,751	32,000	83,751	83,194
Charitable activities	3	21,549	0	21,549	49,796
Total income		73,300	32,000	105,300	132,990
<u>Expenditure on:</u>					
Charitable activities	4	81,616	32,000	113,616	139,043
Net (expenditure)/income for the year/ Net movement in funds		(8,316)	0	(8,316)	(6,053)
Fund balances at 1 January 2024		101,395	0	101,395	107,448
Fund balances at 31 December 2024		93,079	0	93,079	101,395

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WASHINGTON COMMUNITY FOOD PROJECT**BALANCE SHEET****AS AT 31 DECEMBER 2024**

			2024	2023
	Notes	£	£	£
Fixed assets				
Tangible assets	5		3,530	4,676
Current assets				
Stocks	6	13,324		10,597
Cash at bank and in hand		76,225		86,722
		<u>89,549</u>		<u>97,319</u>
Creditors: amounts falling due within one year	7	0		(600)
Net current assets			<u>89,549</u>	<u>96,719</u>
Total assets less current liabilities			<u>93,079</u>	<u>101,395</u>
 Income funds				
Unrestricted funds – general			<u>93,079</u>	<u>101,395</u>
			<u>93,079</u>	<u>101,395</u>

The financial statements were approved by the Trustees on **27 MAY 2025**

**N Jobson****Trustee**

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

Charity information

Washington Community Food Project is a registered charity.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities, applying FRS 102, rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% Reducing balance
Computers	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

2 Donations and legacies

	Donations and legacies Unrestricted funds 2024 £	Donations and legacies Restricted funds 2024 £	Donations and legacies Total 2024 £	Donations and legacies Total 2023 £
Donations and gifts	44,751		44,751	80,302
Grants	7,000	32,000	39,000	2,892
Total donations and legacies	51,751	32,000	83,751	83,194

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

3 Charitable activities

	Charitable Income 2024 £	Charitable Income 2023 £
Public and corporate donations	21,549	49,796

4 Charitable expenditure

	Charitable Expenditure Unrestricted 2024 £	Charitable Expenditure Restricted 2024 £	Charitable Expenditure Total 2024 £	Charitable Expenditure Unrestricted 2023 £
Depreciation and impairment	1,146		1,146	1,234
Value of food donated and distributed	42,496		42,496	77,349
Top up food purchases	20,461	32,000	52,461	46,275
Travel	2,180		2,180	2,164
Provision of free school meals during holidays and breakfast clubs	1,553		1,553	548
Sundries	587		587	637
Repairs	6,131		6,131	1,869
Warm spaces	0		0	265
Rates	0		0	2,068
Insurance	273		273	257
Light and heat	4,033		4,033	3,283
Telephone and broadband	1,387		1,387	1,341
Office costs	1,135		1,135	942
Paypal fees	198		198	211
Audit fee	36		36	600
Total Charitable expenditure	81,616	32,000	113,616	139,043

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

5	Tangible fixed assets	Fixtures and fittings £	Computers £	Total £
	Cost			
	At 1 January 2024	5,154	2,588	7,742
		<u>5,154</u>	<u>2,588</u>	<u>7,742</u>
	At 31 December 2024			
	Depreciation and impairment			
	At 1 January 2024	1,826	1,240	3,066
	Depreciation charged in the year	499	647	1,146
		<u>2,325</u>	<u>1,887</u>	<u>4,212</u>
	At 31 December 2024			
	Carrying amount			
	At 31 December 2024	2,829	701	3,530
	At 31 December 2023	<u>3,328</u>	<u>1,348</u>	<u>4,676</u>
6	Stocks		2024	2023
			£	£
	Finished goods and goods for resale		13,324	10,597
			<u>13,324</u>	<u>10,597</u>
7	Creditors: amounts falling due within one year		2024	2023
			£	£
	Accruals and deferred income		0	600
			<u>0</u>	<u>600</u>

WASHINGTON COMMUNITY FOOD PROJECT

England & Wales - Charity number 1156409

Accounts



Annual Report 2023-24



Introduction

Washington Community Food Project is a food bank that was founded in 2012 by the late Joanne and Malcolm Dawson. The WCFP is part of the *Independent Food Aid Network* (IFAN)- a group of independent, grassroots food aid providers working together to secure food security for all.

The food bank takes referrals from Gentoo, Sunderland City Council, NHS, Housing Associations, voluntary support services, schools and churches. Our service users obtain food parcels from our distribution points: St George's Church; Barmston Community Furnishings; or our main outlet, Unit O, situated on the first floor of Washington Galleries.

Since the beginning of 2023 our dedicated team of volunteers have worked tirelessly to supply over two and a half thousand food parcels, supporting almost seven thousand people in need across our local community.

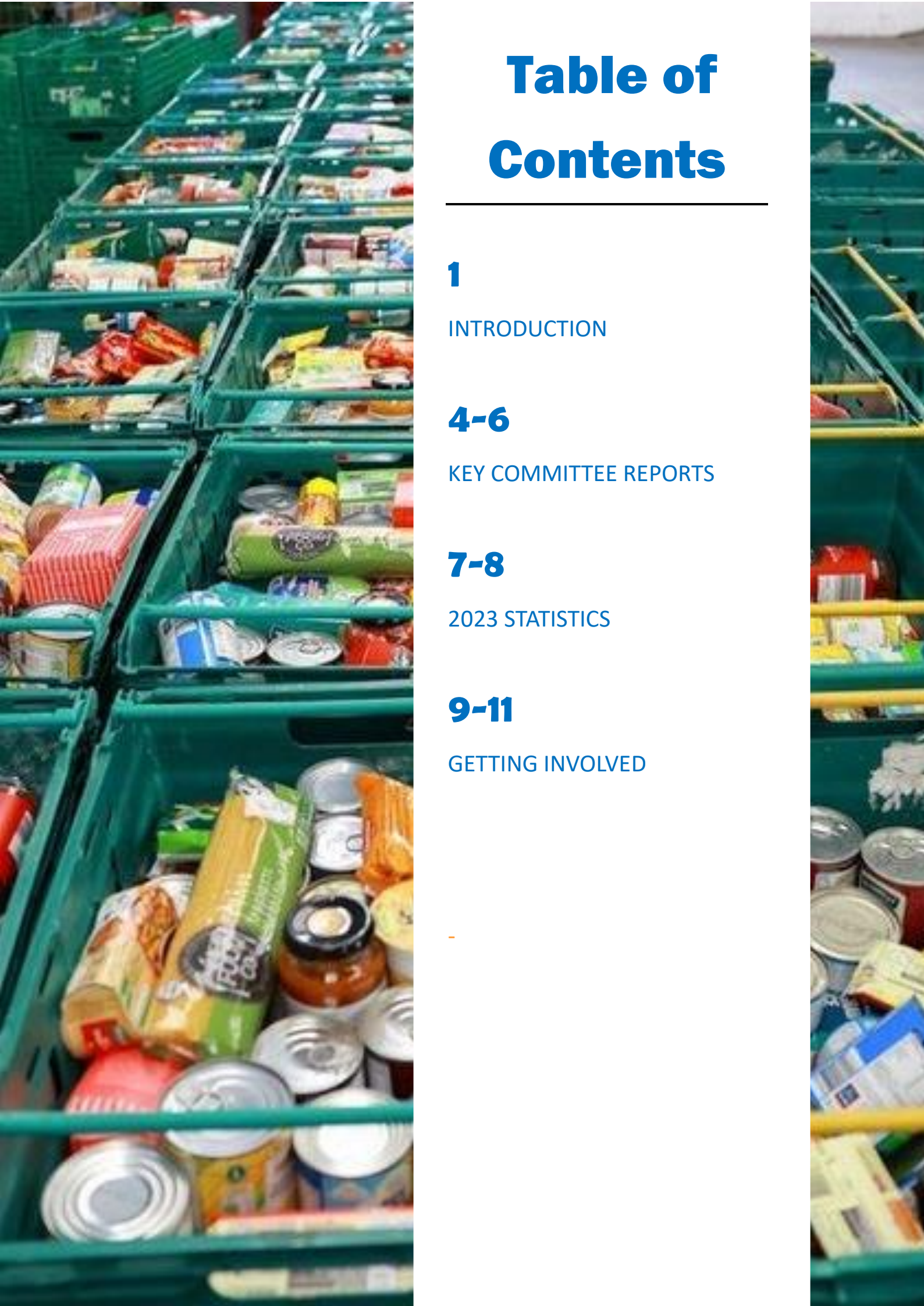


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Key Committee Reports



Chair
Sue Laws

During 2023-2024 the demand for food parcels has continued to rise. Despite the increases in the cost-of-living, we have continued to receive wonderful support from the people of Washington and Springwell Village with both monetary, food and toiletry donations.

M&S, Greggs, Lidl, Aldi and Sainsburys have also continued their fantastic support throughout the year, with both store and public donations. This has allowed us to consistently provide our parcel recipients with nutritious food as well as welcome extras such as detergent, nappies, toiletries and feminine hygiene products. Sunderland City Council has continued to provide a weekly delivery of fresh fruit and vegetables which has been very gratefully received, and the RSPCA have donated pet food monthly so that our furry friends are not forgotten.

Free packed lunches for children have remained very popular. No referral is needed and the offer is open to any local school/nursery aged children, accompanied by an adult, who call in to our unit in The Galleries between 12 and 3pm every Tuesday to Friday during the school holidays.

Our 2023 Christmas Giveaway was another huge success thanks to the public and local business response to our 'Helping Hands Appeal' for toys and Christmas goodies. We were also able to give recipients an Asda or Sainsburys voucher to buy all those lovely food items that make Christmas Day extra special.

Our wonderful team of volunteers have worked hard all year to ensure donations are carefully collected, sorted, put on the shelves and then client's parcels made up to their individual tastes ensuring minimal food waste. Our efficient stock control systems guarantee all food donated is used within a timely manner.

We were extremely lucky this past year to work with staff (and former staff) of Sunderland University and their students to move us from a mostly paper led referral system, to an online referral system and database. This has made our referral system far quicker and easier for both volunteers and referrers. It also allows us to retrieve information at a touch of a button rather than having to trawl through countless spreadsheets.

Looking forward to 2024/5, we are hoping to further develop how we use our resources (particularly the Unit O space) to benefit local people in need. There are some exciting partnerships with other support services/agencies in the pipeline- we'll keep you posted.

As long as our help is needed, I know the dedicated team here at the WCFP will continue to work hard to help people in need across Washington and Springwell Village. Many thanks for your continued support- we couldn't do it without you.



Treasurer

Michelle Natton

I would like to thank our dedicated volunteers for their continued commitment. We could not provide the service without the support of our drivers, who collect donations from our retail partners, our stock management team and our front of house staff. You are all incredible! Once again, many volunteers have given their time to help with our fundraising events at the Washington Carnival and Washington Village Christmas Festival. Despite the awful weather, at both events, we raised £491.

I would also like to thank everyone who made a donation of food, money or gifts for our Christmas Toy Giveaway. These vital donations have enabled us to supply emergency food parcels to our referred clients, provide free packed lunches, during school holidays and to support Wessington Primary School, with healthy snacks, for children attending after school clubs. We are so grateful for the ongoing support from our local community and businesses.

We are now registered for Gift Aid. By giving us a few basic details, when making a monetary donation, we will be able to claim an extra 25p for every £1 donated. As our expenditure continues to rise, this will be a welcome additional income. In 2023, we have spent over £31,000 on food purchases and over £8,000 on non-food items, like soap powder and toiletries.



Health and Safety

Gail Watson

Another safe year- there haven't been any significant accidents within either of the WCFP units. There was a minor incident involving the car of one of our volunteers during a pick up at a local store (not their fault) and, thankfully, no one was injured. Our emphasis is still on prevention & being vigilant to potential hazards at all times.

Over the last year, parcel numbers have increased which means there is more handling and movement of stock from deliveries and also stock going between the two WCFP units. This increased workload hasn't impacted on safety which is testament to the professional way in which all the volunteers work on behalf of WCFP. Well done everyone!

New volunteers joining in 2023 (and some existing volunteers) attended the mandatory Health and Safety training which runs through our current policy. We will continue to review our training and practices throughout 2024 to ensure the WCFP remains a safe place for all.



Volunteer Co-ordinator/Safeguarding **Marj Prince**

We currently have forty-two volunteers within the WCFP. Of these, nine joined our dedicated team during 2023. They all have specific roles and responsibilities- from collecting food and toiletries from shops and other organisations, to sorting through donations, packing parcels and ensuring we have enough food to distribute to the people in need who use the foodbank.

Throughout the year our volunteers prepare for and attend community events, such as the Washington Christmas Fayre, to help raise funds. They are also invited to local schools to discuss the work of the WCFP, particularly around Harvest Festival time.

It can be daunting coming to use a foodbank for the first time and our volunteers offer a safe, welcoming environment where people can enjoy a drink and chat whilst waiting for their food parcel. Without our brilliant volunteers we would be unable to provide our services to those struggling during the cost-of-living crisis, so a BIG thank you to them all.



2023 Statistics

1) Parcels given out/clients supported:

	2023 clients	2023 parcels	2022 clients	2022 parcels	2021 clients	2021 parcels
Jan	718	215	327	132	337	156
Feb	890	262	385	161	321	153
March	904	285	392	180	202	91
April	478	161	385	179	219	97
May	467	154	419	204	184	79
June	560	189	379	167	192	81
July	508	178	275	121	180	84
Aug	600	203	429	194	201	82
Sept	431	147	491	219	253	116
Oct	345	138	467	197	371	160
Nov	349	130	436	190	395	159
Dec	395	167	609	242	351	160
	=6645	=2779	=4994	=2186	=3206	=1418

2) Reason for need:

Asylum seeker/refugee	9	<1%
Benefits	479	21%
Bereavement	31	1%
Change in circumstance	87	4%
Cost of living crisis	886	40%
Debt	304	14%
Delay in wages	50	2%
Fleeing domestic violence	35	2%
Homeless	42	2%
Low income	26	1%
One-off loss	147	6%
School holiday poverty	40	2%
Sickness	93	4%

3) Average number of people supported by a parcel:

	2023	2022	2021
Jan	3.34	2.48	2.16
Feb	3.40	2.39	2.10
March	3.17	2.18	2.22
April	2.97	2.15	2.26
May	3.03	2.05	2.33
June	2.96	2.27	2.37
July	2.85	2.27	2.14
Aug	2.96	2.21	2.45
Sept	2.93	2.24	2.18
Oct	2.50	2.37	2.32
Nov	2.68	2.29	2.48
Dec	2.37	2.52	2.19

4) Number of people in household:

Year	2023	2022	2021
1 person	11%	42%	47%
2 person	39%	22%	20%
3 person	20%	16%	11%
4 person	13%	11%	13%
5 person	9%	6%	5%
6+ person	8%	3%	4%

5) Number of visits:

	% in 2023	% in 2022	% in 2021
One parcel only in year	38.61%	30.97%	37.47%
Two parcels in year	17.37%	26.33%	19.58%
Three parcels in year	12.48%	11.46%	10.53%
Four Parcels in year	10.98%	10.78%	9.47%
Five parcels in year	5.92%	5.32%	6.95%
Six Parcels in year	7.72%	5.18%	5.89%
Seven parcels in year	3.47%	2.86%	4.21%
Eight parcels in year	1.67%	3.96%	3.37%
Nine parcels in year	0.77%	0.82%	1.26%
Ten parcels in year	0.39%	0.82%	0.63%
Eleven parcels in year	0.26%	0.68%	0.42%
Twelve+ parcels in year	0.39%	0.82%	0.21%

GETTING INVOLVED



We're always on the lookout for new members to join the team here at Washington Community Food Project. We have various roles available and you can give as much or as little time as you like.

Volunteering benefits go both ways – helping others can be the best way to help ourselves. Volunteering can enable you to make friends, learn new skills, advance your career and even feel happier and healthier. Here's what some of our current team members had to say:

*I used to be a shy person- very introverted.
Being there for other people has really
helped me to express myself and become more
confident and outgoing.*

*I'd been looking for somewhere to volunteer ever
since I'd retired. Then one day I walked into the
foodbank and instantly knew that I liked the vibe.*

I'm a busy Mam so it's nice to have some 'me-time'. I love the chats we have when we're quiet. It's like counselling!

I've been down that road myself (where I've needed support) so it's good to feel now that I'm able to do something that's helping somebody else.

Being part of the WCFP gives me a real sense of purpose and belonging.

I've enjoyed meeting people of all different ages and coming from different backgrounds

If you would like to volunteer with us, you can apply via the WCFP website or simply stop by our main outlet (Unit O, Washington Galleries) and chat to one of our friendly Front-of-house Team Leaders. We'd love to hear from you!



Donations can be made at our main site, as well as the following locations:

- Sainsbury's, The Galleries, NE38 7NF
- Virgin Money, The Galleries, NE38 7NF
- Nationwide, The Galleries, NE38 7NF
- Sainsbury's Local, Teal Farm, NE38 8FB
- Lidl, Peel Retail Park, NE37 2PA
- Get Pampered, Concord, NE37 2SY
- Lady B Fitness, Concord, NE37 2AH
- Blue House Pharmacy, NE37 2TE
- Oxclose Church, NE38 0LA
- St George's Church, NE38 9AH



We are always in need of:

Toiletries

Nappies (size 4 +)

Instant coffee

Pasta sauce

Curry sauce

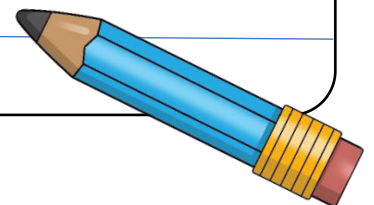
Tinned meat

Tinned tuna

Tinned fruit

Rice pudding

Custard



In memory of our dear colleague and friend, Denise.

Greatly loved, deeply missed.



Charity Registration No. 1156409

WASHINGTON COMMUNITY FOOD PROJECT
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

WASHINGTON COMMUNITY FOOD PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	N Jobson	
	J Petherick	
	M Natton	
	S Laws	
	K Wake	
	C Rowe	
	C Spellman	
	M Prince	
	G Watson	(Appointed 19 April 2023)
	Brian Pritchard	(Appointed 19 April 2023)
	Lisa Scott	(Appointed 19 April 2023)

Charity number 1156409

Independent examiner TC Group
A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
NE11 0JQ

WASHINGTON COMMUNITY FOOD PROJECT

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WASHINGTON COMMUNITY FOOD PROJECT

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WASHINGTON COMMUNITY FOOD PROJECT

I report to the Trustees on my examination of the financial statements of Washington Community Food Project (the Charity) for the year ended 31 December 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

TC Group

A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
NE11 0JQ

Dated: 25 April 2024

WASHINGTON COMMUNITY FOOD PROJECT

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Income from:			
Donations and legacies	2	83,194	77,893
Charitable activities	3	49,796	52,152
Total income		132,990	130,045
Expenditure on:			
Charitable activities	4	139,043	112,899
Net (expenditure)/income for the year/ Net movement in funds		(6,053)	17,146
Fund balances at 1 January 2023		107,448	90,302
Fund balances at 31 December 2023		101,395	107,448

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WASHINGTON COMMUNITY FOOD PROJECT

BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	5		4,676		5,910
Current assets					
Stocks	6	10,597		7,646	
Cash at bank and in hand		86,722		94,492	
		<u>97,319</u>		<u>102,138</u>	
Creditors: amounts falling due within one year	7	<u>(600)</u>		<u>(600)</u>	
Net current assets			96,719		101,538
Total assets less current liabilities			<u>101,395</u>		<u>107,448</u>
Income funds					
Unrestricted funds - general			101,395		107,448
			<u>101,395</u>		<u>107,448</u>

The financial statements were approved by the Trustees on 25 April 2024

S Laws
Trustee

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Charity information

Washington Community Food Project is a registered charity.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% Reducing balance
Computers	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

2 Donations and legacies

	Unrestricted funds general 2023 £	Unrestricted funds general 2022 £
Donations and gifts	80,302	74,851
Grants	2,892	3,042
	<u>83,194</u>	<u>77,893</u>

WASHINGTON COMMUNITY FOOD PROJECT**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****3 Charitable activities**

	Charitable Income 2023 £	Charitable Income 2022 £
Public and corporate donations	49,796	52,152

4 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Depreciation and impairment	1,234	1,256
Value of food donated and distributed	77,349	67,205
Top up food purchases	46,275	35,393
Travel	2,164	655
Provision of free school meals during holidays and lockdown	548	501
Sundries	637	171
Repairs	1,869	1,106
Warm spaces	265	511
Rates	2,068	-
Insurance	257	236
Light and heat	3,283	2,619
Telephone and broadband	1,341	1,263
Office costs	942	946
Equipment	-	205
Paypal fees	211	232
Other charitable expenditure	600	600
	139,043	112,899
	139,043	112,899

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

5 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
Cost			
At 1 January 2023	5,154	2,588	7,742
At 31 December 2023	5,154	2,588	7,742
Depreciation and impairment			
At 1 January 2023	1,239	593	1,832
Depreciation charged in the year	587	647	1,234
At 31 December 2023	1,826	1,240	3,066
Carrying amount			
At 31 December 2023	3,328	1,348	4,676
At 31 December 2022	3,915	1,995	5,910

6 Stocks

	2023 £	2022 £
Finished goods and goods for resale	10,597	7,646

7 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	600	600

WASHINGTON COMMUNITY FOOD PROJECT

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WASHINGTON COMMUNITY FOOD PROJECT

I report to the Trustees on my examination of the financial statements of Washington Community Food Project (the Charity) for the year ended 31 December 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

TC Group

A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
NE11 0JQ

Dated: 25 April 2024

WASHINGTON COMMUNITY FOOD PROJECT

England & Wales - Charity number 1156409

Accounts



Annual Report 2022-23



Introduction

Washington Community Food Project is a food bank that was founded in 2012 by the late Joanne and Malcolm Dawson. The WCFP is now part of the *Independent Food Aid Network* (IFAN)- a group of independent, grassroots food aid providers working together to secure food security for all.

The food bank takes referrals from Gentoo, Sunderland City Council, NHS, Housing Associations, voluntary support services, schools and churches. Our service users obtain food parcels from our distribution points: St George's Church, Rickleton; Barmston Community Furnishings; or our main outlet, Unit O, situated on the first floor of Washington Galleries.

Since the beginning of 2022 over 35 volunteers have given their time to the project, helping us supply over two thousand food parcels, supporting almost five thousand people in need across our local community.



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Front-of-House Lead/Acting Chair

Sue Laws

What a demanding year for the WCFP! The huge rise in the cost of living has resulted in 2022 being our busiest ever, with the number of parcels we issued rising by over 55% compared to 2021. This has meant our wonderful volunteers have had to work *extra* hard to ensure donations are collected, shelves are filled and food parcels are packed and handed to our clients.

We strive to give our clients well-balanced food parcels. Therefore, we have had to top up the wonderful public and store donations we receive, by purchasing a considerable amount of food, as well as toiletries and detergent. This would not be possible without the generous cash donations we receive.

We have continued throughout the year to provide packed lunches for all school and nursery-aged children during each school holiday. No referral is needed- parents just call in to Unit O and pick up the free lunches between 12 and 3pm, Tuesday to Fridays. These are still proving to be very popular.

WCFP now has a Digital Hub with laptops and free WiFi available every day we are open.

In conjunction with Sunderland City Council, we have been able to offer a 'Warm Space' since November and shall continue to do so until the end of April when, hopefully, we should have some warmer weather! We provide unlimited hot drinks and snacks at no charge, daily newspapers, games, jigsaws and free use of our Digital Hub. We have a regular band of participants who meet up on the days we are open. Friendships have been forged which I'm sure will continue past the cessation of the scheme.

The next year could prove very challenging, as the need for our services increases. However, I'm sure our dedicated volunteers will continue to provide the excellent service people have come to expect of us. I would like to thank all our volunteers and donators for their continuing support and professionalism in ensuring the people of Washington and Springwell Village receive the support they need during these difficult times.



Treasurer

Michelle Natton

I would like to thank our wonderful team of volunteers for their continued commitment and support. You are all amazing! Not only have they given their time to work in the foodbank, they have been involved in our fundraising events at the Washington Carnival and Washington Village Christmas Festival.

The support from our local community has, once again, been incredibly humbling. As the cost-of-living increases, so do our running costs. In 2021, we spent £11,822 on food purchases for parcels and packed lunches. In 2022, that rose to £28,975.

I would like to thank everyone who made a donation of food, money or gift for our Christmas Giveaway. These vital donations have enabled us to supply emergency food parcels to our referred clients, provide free packed lunches, for any child, during school holidays and to support to St. George's and Hope Family Churches, with their some of their food provision projects.



Health and Safety Lead

Gail Watson

There were no major issues to report during 2022. A couple of minor accidents were reported and logged, which were dealt with at the time. Both related to movement and sorting of donations. Any front of house issues were also dealt with and followed up at Trustees' Meetings

The current Health and Safety Policy training schedule has started and 90% of volunteers have attended the sessions. The policy also includes the Lone Working Policy which, again, was covered during the training.



Volunteer Co-ordinator/Safeguarding Lead

Marj Prince

During 2022 the demand for our services increased due to the Cost-of-living Crisis. As a result of this, we recruited a further eight volunteers-increasing our team number to thirty-six.

Throughout 2022 we worked closely with Shirley Gillum from, from VCS Community Opportunities, and Sarah Jolley, from Training in Care, to provide a range of training courses for our volunteers. These include: - Food Safety levels 1 & 2, First Aid in the Workplace, Fire Safety and Safeguarding Vulnerable Adults.

No Safeguarding concerns were reported this year, though all volunteers are aware of how to raise any concerns they have following their recent training and in line with our policies.

This year we have, unfortunately, seen an increase in anti-social behaviour/abuse within the food bank. Eight significant incidents of service users using aggressive language or exhibiting threatening behaviour were recorded.

We understand that our client's situations can be stressful and they may feel frustrated, but our volunteers have the right to do their jobs without being treated badly. Unacceptable behaviour towards our volunteers and visitors will not be tolerated. We will continue working together with Galleries management to ensure a safe environment for all at the WCFP.

Don't take it out on our staff



Aggressive, offensive or disrespectful
behaviour **WILL NOT BE TOLERATED.**

If you have a complaint, please contact:
07450766226 or washingtoncfp@gmail.com

2022 Statistics

1) Parcels given out/clients supported:

	2022 clients	2022 parcels	2021 clients	2021 parcels	2020 clients	2020 parcels
Jan	327	132	337	156	321	139
Feb	385	161	321	153	309	161
March	392	180	202	91	335	153
April	385	179	219	97	293	123
May	419	204	184	79	123	73
June	379	167	192	81	167	89
July	275	121	180	84	200	85
Aug	429	194	201	82	182	81
Sept	491	219	253	116	238	93
Oct	467	197	371	160	199	86
Nov	436	190	395	159	224	103
Dec	609	242	351	160	464	185
	=4994	=2186	=3206	=1418	=3055	=1371

2) Reason for need:

This information is dependent upon the referral agency ticking the appropriate box as to the main reason for the referral.

Benefits	668	30%
Bereavement	18	1%
Change in circumstance	161	7%
Cost of living crisis	332	15%
Debt	324	15%
Delay in wages	36	2%
Fleeing domestic violence	51	2%
Homeless	58	2%
Low income	295	13%
One-off loss	128	6%
Sickness	154	7%

Since the Cost-of-living Crisis took effect, our parcel numbers have risen sharply- particularly during the winter months, where rising fuel bills mean people are being forced to choose between heating and eating. In November and December of 2022, the increased cost of living was the most common reason clients gave for finding themselves in food poverty. This is a pattern that we are continuing to see during the first quarter of 2023.

3) Average number of people supported by a parcel:

	2022	2021	2020	2019
Jan	2.48	2.16	2.31	1.98
Feb	2.39	2.10	1.92	1.92
March	2.18	2.22	2.19	1.89
April	2.15	2.26	2.38	1.91
May	2.05	2.33	1.68	1.76
June	2.27	2.37	1.88	1.66
July	2.27	2.14	2.35	2.06
Aug	2.21	2.45	2.25	2.01
Sept	2.24	2.18	2.56	1.88
Oct	2.37	2.32	2.29	1.95
Nov	2.29	2.48	2.19	2.17
Dec	2.52	2.19	2.53	2.25

The WCFP supports significantly more people each month than we were pre the Covid pandemic.

4) Number of people in household:

Year	2022	2021	2020	2019	2018
1 person	41.64%	47.37%	48.33%	53.88%	57.25%
2 person	22.28%	19.79%	18.41%	20.61%	15.51%
3 person	16.16%	10.95%	12.97%	11.21%	13.55%
4 person	10.87%	13.05%	11.09%	7.65%	9.43%
5 person	6.39%	4.84%	6.49%	6.65%	3.98%
6+ person	2.60%	4.00%	2.72%	-	-

There has been a reduction in 1 person parcels and a marked increase in the number of 2, 3 and 5 person parcels. This has impacted our stock levels and, therefore, costs.

5) Number of visits:

	% in 2022	% in 2021	% in 2020	% in 2019
One parcel only in year	30.97%	37.47%	41.18%	31.87%
Two parcels in year	26.33%	19.58%	18.05%	16.61%
Three parcels in year	11.46%	10.53%	14.20%	12.66%
Four Parcels in year	10.78%	9.47%	8.52%	9.35%
Five parcels in year	5.32%	6.95%	5.07%	6.90%
Six Parcels in year	5.18%	5.89%	4.87%	5.25%
Seven parcels in year	2.86%	4.21%	3.04%	3.35%
Eight parcels in year	3.96%	3.37%	1.01%	2.60%
Nine parcels in year	0.82%	1.26%	1.01%	2.05%
Ten parcels in year	0.82%	0.63%	1.01%	1.70%
Eleven parcels in year	0.68%	0.42%	0.20%	1.20%
Twelve+ parcels in year	0.82%	0.21%	1.83%	-

The number of people making a one-off visit to the foodbank decreased during 2022.

The number requiring two, three, four and ten or more parcels is rising.

Our Journey...



Chairman 2018-2022, Clive Bowman

It began in June 2016. *"Would I be the Church representative at the local foodbank, operating out of Oxclose Church two days a week and attend monthly meetings?"*

I visited the church to see how the food bank operated. There was a very small room where volunteers made up the food parcels, sorted the donations, put them in data order and placed them on shelving. Other volunteers arrived and took some of the made-up parcels to other outlets within the Washington area.

Within a short period of time, I was asked by the chair of WCFP the Rev Shelagh Aston if I would look after the referral forms being presently collated by a minister's wife who was leaving the area. I was given a bundle of referrals and shown how to input these onto a data base. Previous year's records show that the number of parcels issued each month are now being issued daily.

The WCFP was open on Tuesday and Friday mornings and evenings for a few hours. People being referred could collect parcels from the Church or from one of the other outlets in Washington, which by 2017 meant WCFP were able to provide a service to the community for 6 days each week when at least one of the outlets would be open.

As the need for parcels increased so did the amount of stock being held in the store room. This store room at the best of times was only big enough for two volunteers to operate safely. It became apparent that WCFP would need to relocate. This situation was exacerbated from October through to December by the amount of donations received from schools and churches at harvest time and the increase in general public donations leading up to Christmas. The Church was a working Church and the



number of donations were starting to overflow into another room which the Church needed to use. Another development was that the trustees decided to open an outlet on Christmas Eve and, via contacts the WCFP had made, I contacted various local supermarkets to express interest in collecting unsold items at store closing on Christmas Eve. Permission given; the volunteers collected from the supermarkets. Maureen, as secretary, issued invitations to clients who had previously used the foodbank to call and collect items on Christmas Eve.

In 2017 WCFP were asked to vacate the room hired from Oxclose Church and I began a search to relocate. Various letting agencies were approached without success and I then turned to Sunderland City Council in the hope they could help find WCFP new premises. I also informed Washington Galleries management of our dilemma. SCC were able to offer a 3 month stay in a former school in Harraton and in January 2018 all the stock we had was transferred from local businesses, people's houses and Oxclose Church to the school.

We continued to operate out of Oxclose Church but there was little storage space available for the storage of parcels so volunteers were making these parcels up in the school and delivering to the Church and the other outlets as the school was unsuitable for members of the public to visit. We had already formed close contacts with Galleries management and they soon became aware of the dilemma facing us. They offered temporary use of the remote unit which had recently become vacant - sited in the east yard. An area was cleared, luckily it was fitted with shelving ideal for holding the crates. Volunteers then moved all of the stock in Harraton over to the remote unit, however, again this unit was not suitable for the general public to visit. Volunteers were asked to continue to be positioned at Oxclose Church and the other outlets and were stocked from the remote unit. Collections from donation points were still being regularly collected but now taken to the remote unit.



WCFP approached the management agents of the Galleries and via the agents the owners of the centre agreed to enter contract discussions which concluded after many months in the lease agreement of occupancy in Unit O. This unit had been unoccupied for a number of years and jointly WCFP and the Galleries management refurbished the unit to suit the WCFP requirements. The Galleries provided inner alterations including a partition and carpeting.

The reconfiguration of Unit O was complete in early November 2019 and with donations from Howdens and Gentoo the shelving in the remote unit was dismantled and rebuilt at the back of the unit. This enabled the day to day stock to be stored but surplus and donated continued to be delivered and stored in the remote unit. The volunteers who had operated out of Oxclose Church then moved into the Galleries and Oxclose became a Church run outlet.

WCFP were asked to vacate the remote unit as it was needed for others so the volunteers moved the stock into two containers adjacent to the remote unit and the volunteers were having to keep stock rotation and restock the upstairs unit. The Galleries management was then approached to see if WCFP could lease another unit and an agreement was signed to lease Unit L. This again was an unoccupied unit for a number of years and with the generosity of a number of local businesses who supplied and fitted ceilings, lights, flooring and panelling, was soon ready for use. WCFP purchased and installed racking for the crates and all the stock was then transferred, by the volunteers, from the containers to Unit L.



Additional volunteers have stepped forward to work in Unit L. Volunteers collect from supermarkets, stock and support Units L and O. The front of house volunteers work in Unit O supplying parcels and fresh produce to the ever increasing number of families referred to the

foodbank. These volunteers have supported the trustees to provide a service to the community not only with food items but also with a safe place, a warm welcome and computer system, put in place for use of the general public.



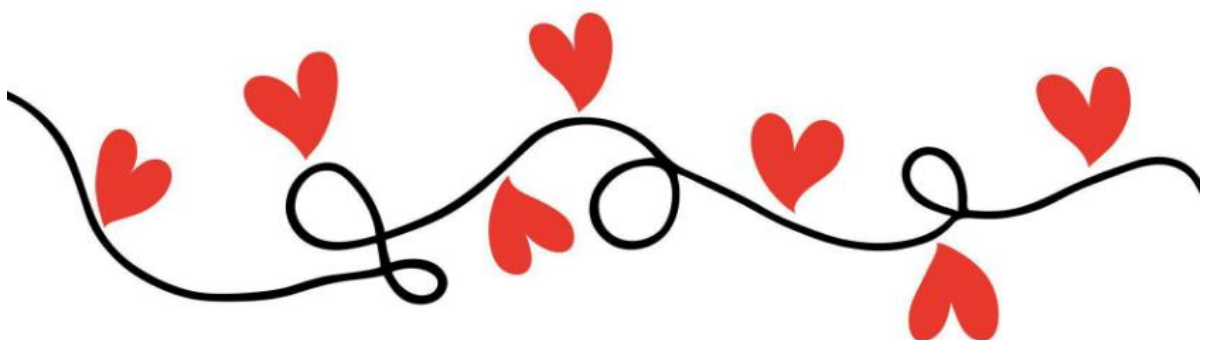
Maureen and I have now retired after seven years and are very grateful for all the help we have received during our time volunteering. We are happy in the knowledge there are now many dedicated volunteers freely giving their time for a much-needed service.

Many thanks to all for all your support given to us over the years.

**Best wishes,
Clive and Maureen**

*A huge **Thank You** to Clive and Maureen who have stepped down from the WCFP board after many years of dedicated service, helping guide us from the small charity they joined to the thriving organisation they leave. They will be greatly missed for their passion and commitment in supporting the people of our local community.*

We wish them both peace and joy in their well-earned retirement.





Find us at Unit O (opposite Virgin Money), in Washington Galleries. Open each Tuesday–Friday: 12pm–3pm

Here to help the people of Washington and Springwell who are struggling to meet increased costs this winter. **You do not** have to be unemployed or receiving benefits to access our services. **We can help** in many ways.

Referrals can be made by schools, housing associations, churches, DWP, and many other agencies.

We also offer **a warm space** where anyone can come to relax and find companionship.

Offers of **donations are always gratefully received**. We are always short of 'luxuries' and also tinned rice pudding, packet custard, tinned fruit and tinned meats (both hot & cold).

We have several donation points in Washington (see our Facebook page/website for more details) but you will always be made welcome in The Galleries foodbank.



@Washington Community Food Project

wcfp.org.uk

07450 766226

washingtoncfp@gmail.com

INDEPENDENT
FOOD AID
NETWORK

Charity registration number 1156409

WASHINGTON COMMUNITY FOOD PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

WASHINGTON COMMUNITY FOOD PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

N Jobson
J Petherick
M Natton
S Laws
K Wake
C Rowe
C Spellman
M Prince

Charity number

1156409

Independent examiner

TC Group
A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
Tyne and Wear
NE11 0JQ

WASHINGTON COMMUNITY FOOD PROJECT

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WASHINGTON COMMUNITY FOOD PROJECT

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WASHINGTON COMMUNITY FOOD PROJECT

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Responsibilities and basis of report

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

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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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 financial statements to be reached.

TC Group

A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
Tyne and Wear
NE11 0JQ

Dated: 24 March 2023

WASHINGTON COMMUNITY FOOD PROJECT

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Income from:			
Donations and legacies	2	77,893	40,120
Charitable activities	3	52,152	35,925
Total income		130,045	76,045
Expenditure on:			
Charitable activities	4	120,544	60,856
Net income for the year/ Net movement in funds		9,501	15,189
Fund balances at 1 January 2022		90,302	75,113
Fund balances at 31 December 2022		99,803	90,302

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WASHINGTON COMMUNITY FOOD PROJECT

BALANCE SHEET

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	5		5,910		3,264
Current assets					
Cash at bank and in hand		94,493		87,398	
Creditors: amounts falling due within one year	6	(600)		(360)	
Net current assets			93,893		87,038
Total assets less current liabilities			99,803		90,302
Income funds					
Unrestricted funds - general			99,803		90,302
			99,803		90,302

The financial statements were approved by the Trustees on 24 March 2023

S Laws
Trustee

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

Charity information

Washington Community Food Project is a registered charity.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% Reducing balance
Computers	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

2 Donations and legacies

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Donations and gifts	74,851	39,220
Grants	3,042	900
	<u>77,893</u>	<u>40,120</u>

3 Charitable activities

	Charitable Income 2022 £	Charitable Income 2021 £
Public and corporate donations	<u>52,152</u>	<u>35,925</u>

WASHINGTON COMMUNITY FOOD PROJECT**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022****4 Charitable activities**

	Charitable Expenditure 2022 £	Charitable Expenditure 2021 £
Depreciation and impairment	1,256	576
Value of food donated and distributed	74,850	39,221
Top up food purchases	35,393	8,608
Travel	655	-
Provision of free school meals during holidays and lockdown	501	3,214
Sundries	171	1,015
Repairs	1,106	1,167
Warm spaces	511	-
Insurance	236	222
Light and heat	2,619	2,110
Telephone and broadband	1,263	435
Office costs	946	602
Equipment	205	2,025
Donation	-	1,000
Paypal fees	232	301
Accountancy	600	360
	120,544	60,856
	120,544	60,856

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

5 Tangible fixed assets

	Fixtures and fittings	Computers	Total
	£	£	£
Cost			
At 1 January 2022	3,840	-	3,840
Additions	1,314	2,588	3,902
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2022	5,154	2,588	7,742
	<u> </u>	<u> </u>	<u> </u>
Depreciation and impairment			
At 1 January 2022	576	-	576
Depreciation charged in the year	663	593	1,256
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2022	1,239	593	1,832
	<u> </u>	<u> </u>	<u> </u>
Carrying amount			
At 31 December 2022	3,915	1,995	5,910
	<u> </u>	<u> </u>	<u> </u>
At 31 December 2021	3,264	-	3,264
	<u> </u>	<u> </u>	<u> </u>

6 Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals and deferred income	600	360
	<u> </u>	<u> </u>

WASHINGTON COMMUNITY FOOD PROJECT

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WASHINGTON COMMUNITY FOOD PROJECT

I report to the Trustees on my examination of the financial statements of Washington Community Food Project (the Charity) for the year ended 31 December 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

TC Group

A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
Tyne and Wear
NE11 0JQ

Dated: 24 March 2023

Accounts

**WASHINGTON COMMUNITY FOOD PROJECT
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

WASHINGTON COMMUNITY FOOD PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

N Jobson
J Petherick

(Appointed 4 October 2021)
(Appointed 5 February
2021)

M Natton
S Laws
K Wake
M Bowman
C Rowe
C Bowman
C Spellman

(Appointed 5 February
2021)

M Prince

Charity number

1156409

Independent examiner

Murray and Lamb Accountants
A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
Tyne and Wear
NE11 0JQ

WASHINGTON COMMUNITY FOOD PROJECT

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WASHINGTON COMMUNITY FOOD PROJECT

INDEPENDENT EXAMINER'S REPORT

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- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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 financial statements to be reached.

Murray and Lamb Accountants

A6 Kingfisher House
Kingsway
Team Valley Trading Estate
Gateshead
Tyne and Wear
NE11 0JQ

Dated: 28 June 2022

WASHINGTON COMMUNITY FOOD PROJECT

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2021

		Unrestricted funds 2021 £	Unrestricted funds 2020 £
	Notes		
<u>Income from:</u>			
Donations and legacies	3	40,120	42,899
Charitable activities	4	35,925	68,694
Total income		76,045	111,593
<u>Expenditure on:</u>			
Charitable activities	5	60,856	56,310
Net income for the year/ Net movement in funds		15,189	55,283
Fund balances at 1 January 2021		75,113	19,830
Fund balances at 31 December 2021		90,302	75,113

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

WASHINGTON COMMUNITY FOOD PROJECT

BALANCE SHEET

AS AT 31 DECEMBER 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	6		3,264		-
Current assets					
Cash at bank and in hand		87,398		75,473	
Creditors: amounts falling due within one year	7	(360)		(360)	
Net current assets			87,038		75,113
Total assets less current liabilities			90,302		75,113
Income funds					
Unrestricted funds - general			90,302		75,113
			90,302		75,113

The financial statements were approved by the Trustees on 4 July 2022

C Bowman
Trustee

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

Charity information

Washington Community Food Project is a registered charity.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	15% Reducing balance
-----------------------	----------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Donations and gifts	39,220	39,028
Grants	900	3,871
	<u>40,120</u>	<u>42,899</u>

4 Charitable activities

	Charitable Income 2021 £	Charitable Income 2020 £
Public and corporate donations	<u>35,925</u>	<u>68,694</u>

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

5 Charitable activities

	Charitable Expenditure 2021 £	Charitable Expenditure 2020 £
Depreciation and impairment	576	-
Value of food donated and distributed	39,221	39,028
Top up food purchases	8,608	3,946
Covid funding	-	3,428
Provision of free school meals during holidays and lockdown	3,214	740
Sundries	1,015	475
Events	1,167	82
Venue rents	-	515
Rates	-	1,446
Insurance	222	214
Light and heat	2,110	1,522
Telephone and broadband	435	430
Office costs	602	535
Equipment	2,025	3,050
Donation	1,000	250
Paypal fees	301	289
Accountancy	360	360
	<u>60,856</u>	<u>56,310</u>
	<u>60,856</u>	<u>56,310</u>

6 Tangible fixed assets

	Fixtures and fittings £
Cost	
Additions	3,840
At 31 December 2021	<u>3,840</u>
Depreciation and impairment	
Depreciation charged in the year	576
At 31 December 2021	<u>576</u>
Carrying amount	
At 31 December 2021	<u>3,264</u>

WASHINGTON COMMUNITY FOOD PROJECT

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

7 Creditors: amounts falling due within one year

	2021	2020
	£	£
Accruals and deferred income	360	360
	<u>360</u>	<u>360</u>



Annual Report 2021

Introduction

Founded in 2012 by the late Joanne and Malcolm Dawson, the Washington Community Food Project, is a food bank covering the whole of Washington and Springwell, Tyne & Wear. In 2021 we also provided emergency, one off, support to clients with food parcels to Shiney Row, Houghton, Hetton, Sunderland, Durham County, Gateshead and South Tyneside but our main focus remains Washington.

We are an independent charity, run solely by a team of dedicated volunteers. We rely on the goodwill and generosity of our local community for donations in order to provide short-term, emergency food parcels to those in need. Since the beginning of 2021 over 35 volunteers have helped to promote & run the project.

The WCFP is part of the *Independent Food Aid Network* (IFAN)- a group of independent, grassroots food aid providers working together to secure food security for all. IFAN membership includes over 550 independent food banks over the whole of the United Kingdom and is a free service.

The food bank receives referrals from: Gentoo, Coast and Castle, Oasis Community, Sunderland City Council agencies, National Health Services, Housing associations, Barnardo's, voluntary support services, schools, churches, Citizens Advice, Age UK and government agencies, Washington Mind, and signposting from DWP, Job Centre Plus, and Wear Recovery. The service users then collect food from our distribution points, St George's Church, Barmston Furniture and Oxclose Church, and our main foodbank outlet, situated on the first floor of Washington Galleries.



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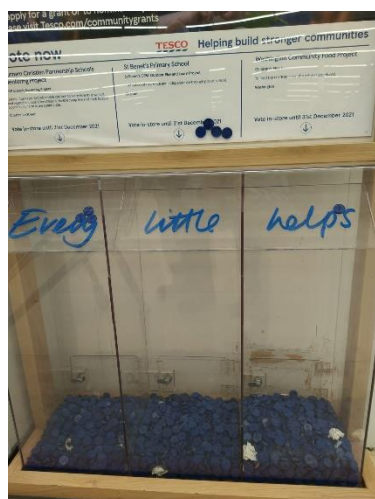
Chair's Welcome

by Clive Bowman

I would like to begin this report by thanking all the volunteers who have been with us throughout the year and to those who have joined during the year.

We continued throughout 2021 to receive donations of food from members of the public who dropped off items at our various collection points within Washington. These include: Springwell Methodist Church; Holy Trinity, in Washington Village; Glebe Methodist Church; St George's, in Harraton; St Andrew's in Concord; and Barmston Furniture.

At Harvest time and towards Christmas, we received donations from several schools and churches as well as the general public. We have donation boxes located close to the check outs in Sainsbury's in the Galleries, Sainsbury's Locals at Teal Farm and East Boldon. Lidl Peel Park, B & M Peel Park, Virgin Money, Poundland in the Galleries, Blue House Pharmacy and Sir William de Wessington public house in Concord also collect donations for us.



Every little token helps the WCFP

We were also lucky enough to be selected for the Tesco Community Grant scheme this year, whereby customers to their Chester-Le-Street store are given a blue token and can vote for the WCFP to receive a grant by posting it in our box.

KFC have continued to support us this year with donations of cooked frozen chicken. Through the Neighbourly scheme, we have an agreement in place with the following stores to collect, on certain days, fresh products of bakery and other items: Aldi Galleries, Aldi Armstrong, Lidl Peel Park and Marks and Spencer's Galleries. We also have an agreement with Greggs in the Galleries to collect fresh food which we chill overnight and give out the next day.

We continue to work with VCAS, Shiny Row Advice, C.A.B and other voluntary groups. Unfortunately, the need for foodbanks is increasing year on year. We



Holy Trinity Harvest Festival

continue to monitor the number of claims we receive from each particular family. It is the WCFP policy not to encourage people to become dependent on the foodbank.

Chair's Report

This year has continued with restrictions placed on our operations as a result of the ongoing Coronavirus (Covid 19) and we have been unable to expand the additional services planned.

The year started-as always- with an assessment of stock after the previous year's Harvest and run up to Christmas donations. This stocktake allows us to advise the treasurer as to the possible food expenditure and to take into account any financial concerns.

We started the year using Unit L as a stock sorting room, with the Galleries management permission which allowed us to utilise a vacant unit where we were able to sort products out and put in data order. By using our basic standard list of items (For parcels from 1 - 5 persons) and having the previous year's figures it is possible to estimate approximately the amount of stock required for the forthcoming year. This is over 55,000 items.



Sorting donated items ready for the stocktake



Oxclose Church, Xmas Eve 2020

It may seem early in the year but the trustee's thoughts turned to the year-end Christmas Eve Giveaway: how the previous year was run and what alterations, if any, could be made to make it more efficient? Last minute changes in 2020, because of the ongoing Covid, resulted in the decision to bring forward the Christmas Give Away, when both food, Christmas goodies and gifts are available to clients who had used WCFP during the year. The Galleries management allowed us to operate, for a week, out of another vacant unit where people who had used WCFP during the year were invited to attend, at a set time to, choose these items.

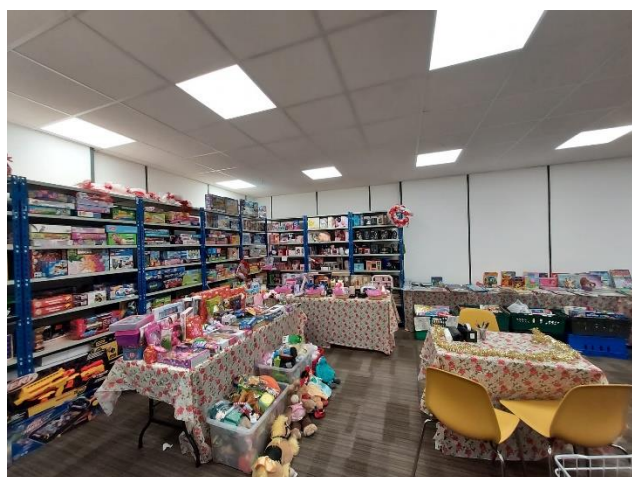
WCFP were then able to concentrate on Christmas Eve donations. Items received from the stores after closing that night. Volunteers then sorted and delivered over 60 parcels of fresh food, meat and bread on Christmas Eve to people who had requested a delivery.

Preparations were made for the annual general meeting to report on the activities of 2020 which took place in February which, because of the Covid restrictions, was a Zoom meeting.

Plans for the development of activities in Unit O were again discussed but no progress was made because of the ongoing Covid situation.

WCFP started the year with four distribution outlets, Galleries foodbank- open 4 days, Barmston Furniture and Oxclose church- open 5 days and St George's Church- open 3 days a week. This operated throughout the year subject to the relaxation of covid rule and the reintroduction of restrictions which closed certain outlets for various periods throughout the year. However, the Galleries continued to operate normally for clients throughout the whole year.

We were asked by Galleries management to vacate Unit L mid-year and offered the temporary use of two cabins in the east yard. This meant stock was having to be sorted in the rear of Unit O and long life plus surplus had to be taken down to the cabins and then brought back to Unit O when required.



Christmas Give-Away 2021 opens for business in Unit L

WCFP then began negotiations with the Galleries management to take a lease on Unit L. This was concluded in September and we approached Commercial and Industrial Interiors Ltd. who not only assisted but involved other suppliers who offered to donate all material and labour for the refurbishment of the unit. This included the strip out of the old Bet Fred fixtures and fittings allowing the work to commence. The work was completed in late November allowing

the stock sorted in the cabins to be brought back up. It also allowed the Christmas Give Away to take place in the Unit during the week commencing the 13th December.

During the year the list of items in a standard food parcel was addressed and a decision made to personalise each parcel. The recipient is now asked to choose from this list what they would use and as a result the parcel is now made up to suit, reducing any wastage. WCFP had already extended the standard list by offering toiletries, washing up liquid, washing products as well as cat and dog food.

We are now able, with donations from M&S, Greggs, Aldi and Lidl, to offer fresh produce and we purchase and supply fresh eggs and fruit with every parcel. This service can only operate out of the Galleries as our other outlets do not have appropriate storage facilities. The trustees are presently considering adding dairy products to the parcels.

Thanks to the generosity of the local community, and local stores- which allow us to site donation boxes at the end of aisle, the WCFP has had another worthwhile year supporting over 460 families with over 1,400 parcels with over 55,000 items.



Project Manager's Report

by Carol Rowe

Another great and busy year at WCFP!

I have volunteered for a number of years for WCFP- seeing it grow from a small cupboard at Oxclose Church to the fantastic two units in the Galleries. This year we had the option of opening unit L which is our storage unit, making life a lot simpler for us when bringing in stock. None of this could have happened without our band of hardworking volunteers and Clive (Chair) and Maureen Bowman (Secretary) who have helped to make this happen.

Once again, the kindness and generosity of the Washington community and various companies has overwhelmed us. We could not operate without them.

A huge thanks to all our volunteers and supporters.



Secretary's Report

by Maureen Bowman

The year started off quietly after the hectic Christmas rush - which really starts in October with the Harvest donations and continues through until Christmas.

Volunteers continue to work in bubbles of three following all COVID safety precautions – working behind screens, only one person allowed into the foodbank, no refreshments or seating area, collect your parcel from a table. Not our usual friendly way of working I know but it worked and we have all stayed safe.

St. George's, however, were working outside, providing hot meals for parents and children during school closure. It was often cold and wet but they continued cheerfully and reaped the rewards of knowing that they had done a good job and were appreciated both by the local community and the foodbank volunteers. I think that between St. George's and the Galleries outlet we gave out over 1,000 packed lunches during the school closure.

During April the Galleries management staff ran a 'leave a bag campaign' which is still ongoing and so far has resulted in over 3,000 bags being left for our use. We use over 160 bags per week and have been forced to buy supplies in the past so the

campaign has been an enormous help. Charity shops are now recycling their bags up to us.

May to September brought us the Washington Food Market in Albany and they had a donation point at the entrance. In October we received a fantastic donation of £1,314. 00. Many thanks to them for their support.

This is only one of many wonderful donations received throughout the year. They range from large business donations to small personal gifts. WCFP have just sent out over 60 thank you letters to businesses which have donated over Christmas. Unfortunately, I do not have contact details to thank the hundreds of individuals who call into the foodbank on a regular basis to leave either a cash donation or a bag of food. We at WCFP are overwhelmed by the generosity and kind good wishes we receive - it makes our work worthwhile when we know we have so much community support.

In June, we got our audited accounts back from the accountant who complimented us more than once on the good management of the charity as a whole. He concluded his report by saying that our books balanced to the penny and he had no cause for concern with the financial aspects of the charity.

June also saw an increase in the number of 'drifters': people who are sofa-surfing or homeless. They call into the foodbank two or three times a week, and without a referral can collect both Greggs and M&S surplus fresh food. We record the number of drifters and inform SCC so that they can monitor the situation. No names or details are recorded.

The summer continued with the provision of packed lunches by the foodbank, St. George's and Springwell Church (who were very disappointed with the uptake,



Recycling plastic bags: good for the WCFP, great for the environment!



Visitors enjoying sunshine and bargains at Washington Food Market, Albany



Feeding little mouths and imaginations, with carefully selected story books

however, it was a provision which was made and fortunately not needed at that time). We received a large donation of children's books from the Galleries Bookstore which unfortunately had to close, therefore, each child received an age-appropriate book and each family received a smaller food parcel along with the packed lunches

Financially we are in a position to improve our food parcels and we now give eggs and fresh fruit in addition to the tinned and dried food. Each new client also receives toiletries, cleaning products,

nappies, if requested, sanitary goods and pet food if needed. In the past these goods would be added to a parcel if we had them donated but are now standard provision.

We received the keys for the new storage unit in the Galleries and our thanks go to John Dunnage of Commercial and Industrial Interiors Ltd. and his team of volunteers for arranging and completing all the work in just a few days. There was considerable delay prior to starting the work as asbestos checks and various legal inspections had to be completed but the work was finally completed with the fitting of the shelves in November. The cost of the refit was estimated to be around £30,000, all of which was carried out free of charge. An enormous vote of thanks goes to the companies whom John contacted, all of which were very happy to join him in such a worthwhile cause.



Regular donations from the RSPCA ensure our four-legged friends are also being catered for



Our fantastic new storage facility in Unit L

The shelving was installed towards the end of November and the huge task of sorting stock and donations (which were coming in thick and fast for Christmas) began. It is not yet completed but the volunteers are working hard and making good progress – every item to be sorted, every date to be checked and all stored and arranged, by date, in our lovely new stockroom!

A Great Big
**THANK
YOU** TO OUR

GENEROUS SUPPLIERS FOR MAKING THIS
WASHINGTON COMMUNITY FOOD PROJECT
STORAGE FACILITY POSSIBLE!



Fire Logistics Limited



WORKING FOR THE FUTURE



Washington Community Food Project

tel. 07450 766 226 email. washingtoncfp@gmail.com web. wcfp.org.uk

Registered Charity No. 1256409

And then came Christmas!!

Each month I send out a newsletter to people who support us financially so that they know what we are doing with their money. Here is an extract from the December/January newsletter:



Adrian and 'Junior' prove you're never too young to start helping others with one of their many donations to the 2021 'Twelve Days of Christmas' gift appeal

Our Christmas at WCFP was very busy but our wonderful supporters ensured that we had enough to meet everyone's needs. When I wrote in December I was concerned that we might not have enough Christmas Crackers- Adrian, from Bede Gaming, soon solved that problem for us by providing 300 - so every parcel had enough crackers for each person in the family. I cannot believe just how good, kind and helpful the people and businesses of Washington are. Whenever we put out an appeal it is

always exceeded. Thanks to everyone who gave this Christmas.

Our Christmas began with the Big Christmas Give Away when clients are invited to choose gifts for their families.

The appointment system worked well for the giving out of the Christmas gifts and goodies. Sixty-five of the 67 families invited took part and all were extremely grateful – often in tears. We invited families with young children who had been “on our books” during 2021. We provided gifts for 258 people, 164 of them were children. WCFP did not spend any money on the gifts and goodies given out. Everything was donated – lots via our Christmas appeal. Donations are always used either to provide food or for running costs - as you probably already know - no one claims any expenses and we have no paid staff.

Parents were able to choose a toiletry gift for themselves, an age-appropriate toy for each child, a game, books, sweets and goodies, colouring book and pencils, biscuits, mince pies, pudding, wrapping paper or sack and of course a cracker each.

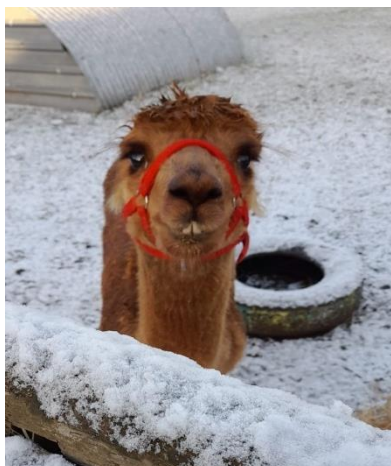
On Christmas Eve our volunteer drivers picked up from Aldi, Lidl, M&S and Sainsbury's after closing time.

We worked from a cabin in the yard at the back of the Galleries and made up 65 parcels all to be delivered before 10.00pm. Sainsbury's came up trumps this year providing a turkey or joint of meat for every family and we had enough vegetables



It's a wrap- thanks to the Dovestone Ladies

to feed an army. Each family received a bag of meats, one of bread/cake and one of vegetables and we were finished well before 10.00pm.



***An abundance of brussel sprouts?
No prob-llama!***

The Galleries management kindly allowed us to store our bags, crates and leftovers in the cabin so we were able to clear up very quickly. The horses at the Riding Stables for the disabled and animals at Bill Quay farm benefited from the left overs on New Years' Day.

Thanks to your generosity and to local businesses we were able to bring much needed Christmas cheer to 65 extra families and still continue with our regular food parcels of 35 – 40 per week.

We had £3,500 Asda Vouchers from Government via Sunderland CC most of which we distributed to our families – 2 people £20, 3 – 4 people £40, 5+ people £60.

We had twenty £20 vouchers left which are being given out at the discretion of the Front of House Leads. The Washington Scouts also provided us with 130 family friendly surprise Christmas shoe boxes which were also distributed.

Iceland gave us 100's of mince pies by asking everyone to donate a box at the till. It is impossible to individually thank all the companies which have donated, Nissan, Go Northern, Snorkel, Enterprise RAC, from the large to the small, The Training Gym, St. George's, individuals, the response has been fantastic.

'Thank you, thank you, thank you,' to quote Strictly winners Rose and Giovanni.

It has been a busy but rewarding year. The number of donations we receive and the messages of good wishes received from the community allows us to feel that we are providing a good and valuable service. We have, unfortunately, lost some excellent volunteers during the year – several have moved into employment so (although we miss them) we are happy for them, many keep in touch & return to help at Christmas.

We always take on a number of new volunteers at the beginning of the year; several are going through the recruitment process at the moment. I find it amazing how when one door closes, another opens and we are able to continue. I would like to say a big thank you to all volunteers past and present who have helped to make this year run smoothly. Volunteers have gone way beyond what they expected to do when they joined us often with considerable self-sacrifice. Putting in many more hours than they signed up for, carrying much more responsibility than they expected. On behalf of all our clients, friends and supporters- *thank you and God Bless.*



Members of our dedicated team

2021 Statistics

1) Reason for need:

This information is dependent upon the referral agency ticking the appropriate box(es) as to the reason for the referral.

Asylum	2	0.44%
Bereavement	3	0.66%
Benefit	138	30.40%
Change in Circumstances	13	2.86%
Covid	26	5.73%
Debt	85	18.72%
Delay in Wages	13	2.86%
Domestic Violence	12	2.64%
Family Changes	22	4.85%
Homeless	3	0.66%
Household expenditure	8	1.76%
Low Income	76	16.74%
One off loss	22	4.85%
Sanctioned	8	1.76%
Sickness	22	4.85%
Unknown	1	0.22%
		100.00%

2) Year on Year table:

	2020 clients	2020 parcels	2021 clients	2021 parcels
Jan	321	139	336	155
Feb	309	161	321	153
March	335	153	202	91
April	293	123	219	97
May	123	73	184	79
June	167	89	192	81
July	200	85	180	84
Aug	182	81	201	82
Sept	238	93	252	115
Oct	199	86	371	160
Nov	224	103	393	157
Dec	464	185	292	134

During part of the Covid lockdown, from March onwards food banks within Sunderland experienced a reduced number of referrals WCFP was no exception.

3) Average number of people supported by a parcel:

	2020	2021
Jan	2.31	2.17
Feb	1.92	2.10
March	2.19	2.22
April	2.38	2.26
May	1.68	2.33
June	1.88	2.37
July	2.35	2.14
Aug	2.25	2.45
Sept	2.56	2.19
Oct	2.29	2.32
Nov	2.19	2.50
Dec	2.53	2.18

The trend towards larger families has continued.

2.21	2.27
Monthly Average	

4) Number of people in household:

There has been a significant increase in the number of 4 person families.

	2021	2020	2019	2018
1 person	47.37%	48.33%	53.88%	57.25%
2 person	19.79%	18.41%	20.61%	15.51%
3 person	10.95%	12.97%	11.21%	13.55%
4 person	13.05%	11.09%	7.65%	9.43%
5 person	4.84%	6.49%	6.65%	3.98%
6 + person	4.00%	2.72%	-	-

5) Number of visits:

	2021	2020	2019
One parcel only in year	37.47%	41.18%	31.87%
Two parcels in year	19.58%	18.05%	16.61%
Three parcels in year	10.53%	14.20%	12.66%
Four Parcels in year	9.47%	8.52%	9.35%
Five parcels in year	6.95%	5.07%	6.90%
Six Parcels in year	5.89%	4.87%	5.25%
Seven parcels in year	4.21%	3.04%	3.35%
Eight parcels in year	3.37%	1.01%	2.60%
Nine parcels in year	1.26%	1.01%	2.05%
Ten parcels in year	0.63%	1.01%	1.70%
Eleven parcels in year	0.42%	0.20%	1.20%
Twelve+ parcels in year	0.21%	1.83%	-

6) Areas in which WCFP support has been received:

		Referrals	Area
Washington Wards	East	70	Barmston, Fatfield, Harraton
	North	174	Usworth, Concord, Sulgrave
	West	61	Donwell, Springwell, Albany, Blackfell
	Central	56	Village Town Centre, Glebe, Columbia, Biddick
	South	78	Oxclose, Lambton, Ayton, Rickleton
	Homeless	7	
	Durham County	12	Anfield Plain, Bishop Auckland, Chester- le-st, Consett, Easington, Seaham, Sherburn, Wingate
	Gateshead	1	Birtley
	South Tyneside	1	Boldon Colliery
	Sunderland	8	Castletown, Hillview, Houghton, Penshaw, Redhill, Southwick

7) Make up of family units:

Single person family	unknown	0
	18-25	22
	26-50	140
	50-69	59
	Over 70	2
Two-person family	unknown	1
	1 adult , 1 child	43
	2 adults	50
Three-person family	unknown	0
	2 children 1 adult	28
	1 child 2 adults	18
	3 adults	6
Four-person family	unknown	1
	3 children 1 adult	25
	2 children 2 adults	34
	1 child 3 adults	2
Five-person family	4 children 1 adult	10
	3 children 2 adults	13
	1 child 4 adults	0
Six-person family	5 children 1 adult	4
	4 children 2 adults	10
	3 children 3 adults	2
Seven-person family	5 children 2 adult	3

Team Reports



Deputy Project Administrator's Report

by Sue Laws

Who would have imagined at last year's AGM, that COVID would still be with us this year? However, despite the challenges that has brought, thanks to the dedication of our volunteers, we have managed to provide the same exemplary service to our clients as always.

Front of House has welcomed a steady stream of new volunteers and has had to sadly, say goodbye to some old friends. Although some are still active in the background of WCFP and still pop in to see us from time to time.

There has been a steady increase in the amount of people we have given parcels to this year. Some are 'old faces' that crop up at times but a lot are people who never envisaged having to use a foodbank. I would like to commend the way our front of house staff makes, what must be a very traumatic first encounter for them, a less daunting experience by their friendly, courteous manner putting our clients at ease.

We have continued to provide packed lunches in the school holidays and have tried to improve our parcel content with addition of eggs fresh fruit and fruit juice. Clients are now able to choose what they do and don't want in their parcel by completing a tick list, thus ensuring there is less food waste.

We are able to continue to give out detergent, toiletries, sanitary products, nappies and baby wipes. The RSPCA regularly deliver dog and cat food which is handed out ensuring the pets of Washington are not forgotten.

I really cannot envisage what the next year will bring for WCFP. However, I am sure that not just front of house but all our dedicated volunteers, will meet any challenges and deal with them with their usual, stoicism and good humour.



Treasurer's Report

by Michelle Natton

I have volunteered at WCFP for over four years, three of which, as Treasurer. During this time, and due to increased demand, the whole project has developed and evolved so much. It barely recognisable, from our humble begins, working from a cupboard in Oxclose Church. Our main operating unit, in The Galleries is firmly established and we now have an additional storage area, which we plan to utilise for community events.

Our dedicated trustees and professional team of volunteers have made it possible for us to build strong links with our local community. I would like to thank every member of the team for giving up their free time, to enable WCFP is able to operate. Due to our amazing volunteers, and the reputation we have worked so hard to establish, we have continued to receive the invaluable support of the community. This has been given in many forms; from food donations at our local drop-off points, responses to our Facebook and Twitter requests, individual and group fundraising events, whole school collections, monetary donations in cash, via our bank and PayPal accounts alongside support from the council and local businesses. I would like to thank everyone who has contributed, as these donations make a huge difference to people, during some of the most difficult periods of their lives.

The support has allowed us to supply emergency food parcels to our referred clients, provide free packed lunches, for any child, during lockdown and school holidays and support to St. George's and Oxclose churches, with their food provision programmes. In addition, the response we received to our 'Twelves Days of Christmas' appeal, was incredible and allowed us to provide families with gifts and Christmas food items.

As prices of buying food and utility bills have increased, so has our expenditure. However, the support we have received this year will cover our projected costs for 2022.



Health and Safety Report

by Gail Watson

Who would have thought it but yet another 'lockdown year' where the covid rules were constantly changing. This meant we had to adapt to any rule changes quickly bearing in mind all the WCFP policies in place. Half way through the year I was asked to consider the role of Health and Safety Officer previously held by Lisa Scott. This meant reviewing the current policy etc. I finally accepted and started in Nov 2021 (1 year after the original policy was written). Having reviewed the policy I have suggested a few minor changes in the policy document which has been passed back to Maureen for discussion with the rest of the Trustees prior to them being reissued.

Since I took over there has been no Health and Safety issues to report. However, we need to remain vigilant and report any issues (no matter how insignificant). Prevention is better than the cure.

Fortunately, despite covid we have a fantastic team of volunteers who have worked throughout the year in their 'allocated' roles. Providing cover for any volunteer who has been unable to help. Sensibly putting health as a priority. During the start of 2022 WCFP intend to roll out Health and Safety training sessions to ensure everyone is aware of any procedures in place to safeguard the volunteers going

about their day-to-day business. If any other issues arise (not covered by the current document) hopefully we will amend the policy in due course to cover things unless it is something major.

WCFP has expanded since 2021 and we have officially taken over another unit in the galleries. So, volunteers need to be aware of the different functions carried out in each unit and where necessary highlight any safety issues involved (e.g., moving stock between locations etc). Covered in the training. Together with any issues arising from collections and client interfaces.

All in all, we remain positive until 'things get back to the new normal' whatever shape that is. Well done everyone, roll on 2022.



Social Media Report ***by Cat Spellman***

This year we have seen even more engagement with our social media pages, especially thanks to some assistance with our Twitter to reach out to local businesses - helping to secure a new collection point at Blue House Lane Pharmacy.

We have had various other local organisations get in touch to support us, and over Christmas we were overwhelmed with the response to our 12 days of Christmas and the donations we received.

This year we updated our website and logo which we are all really pleased with and owe our thanks to Becky Natton for helping us.



Volunteer Co-ordinator's Report ***by Marj Prince***

WCFP has continued to see an increase in demand for our services throughout 2021. We have been amazed at the generosity of local businesses and residents who have continued to donate both money, food and essential toiletries. Without their continued support we would be unable to provide vital provisions

for those who are struggling financially and unable to provide for their families during times of crisis.

In July the government eased restrictions allowing us to welcome people back into the unit to socialise and have a drink and chat, following strict Covid guidelines. This move was welcomed by volunteers and all visitors to the food bank and gave us the opportunity to get to know people. As a result of this we have been able to signpost people to a range of organisations who are able to provide specialist advice and support on benefits, debt management, legal matters and emotional support through counselling.

One of the most rewarding things we have encountered is the delight and relief people feel when they have positive news in their lives. This has included getting good news about health related matters and finding employment. We have had people who have benefitted from the food bank in the past coming in to donate when they are back on their feet and also wanting to volunteer at the food bank.

This year a number of our volunteers have left due to illness, family issues and finding employment. We would like to thank them all for all their hard work and dedication and wish them well in all they do. I would also like to take this opportunity to welcome our new volunteers and wish them every success in their various roles within the organisation.



New Front-of-house Lead's Report
by Judith Petherick

Since taking on a front of house lead role in October 2021, I have seen a different side to the food bank operation. It continues to surprise me how many of those who come to us for help are actually in employment but still reliant on Universal Credit. There needs to be a fundamental change in how work is valued and remunerated so that people can be more self-sufficient and benefit from all that comes with a true living wage.

The number of our clients who are single is also telling. There appears to be a real lack of support for this particular group, both practically and financially, which needs to be addressed.

The generosity of the people of Washington and beyond is deeply humbling. It seems that we only have to ask once for what we need and we receive it in bucketloads! In a time of uncertainty for everyone, we have not forgotten those who are most in need. Until the day comes when food banks are no longer necessary, it is reassuring that we live in such a caring community.

I would also like to pay tribute to everyone who gives their time freely to enable our operation to continue. There is a huge amount of work going on behind the scenes from a relatively small number of people. Thanks to all of them.



New Volunteer's Report
by Val Jordan

I've only been a volunteer for four weeks but I love it!
I came upon the WCFP's unit in the Galleries one day by accident whilst out shopping with my daughter. It's so discreet, we didn't know what was inside so we knocked on the door and were shown around by Lisa, one of the lovely WCFP team.

I'd always wanted to give something back to my community and after being so impressed by how well-organised and run the charity is, I decided to take the plunge and volunteer my time.

I've been made to feel so welcome by the staff. The friendly atmosphere at the foodbank and generosity shown by the companies and individuals who donate is a huge strength and I feel that we are lucky to have such a wonderful resource here in Washington.

The Way Forward



by Nicola Jobson

After a year dominated by vaccines and variants- what's in store for us all next?

Well, in addition to being the year we learn to live *alongside* the virus, 2022 looks set to bring particular challenges to low-income households.

Headlines are currently dominated by news on the rising cost of living (particularly energy bills) and inflation across the UK. These cost increases and income reduction will make it harder for households to recover from the pandemic, so access to support like ours will be more important than ever.

We are expecting to see a spike in clients coming to our service as these costs hit home in spring and more local families begin to struggle. One thing's for sure though, the people of Washington look after their own and- with their continued support- we will rise to the challenges ahead.

There are also some exciting developments to watch out for at the WCFP in 2022!

We're always looking ahead and constantly reviewing how we can further enhance the provision for our clients and for ways in which we can support other projects or organisations aiming to break the poverty cycle.

Early this year, we'll be opening up our brand-new IT hub at Unit O- allowing clients to book time on laptops and access support to complete benefit forms, housing searches, job applications etc.

COVID permitting, support services will also be running various workshops and drop-ins throughout the year at Unit O. We'll keep you posted via Facebook and our website about these.

If you have a suggestion about any project/s you think the WCFP should be part of, drop us a line on Facebook or at washingtoncfp@gmail.com- we'd love to hear from you!

As restrictions ease, our volunteers are probably most looking forward to welcoming more clients and donators face-to-face in to Unit O and (hopefully) seeing you all at community events such as the Washington Carnival and Christmas Fayre.

Finally, to everyone who has supported us throughout 2021, we'd like to say a huge 'THANK YOU' from the bottom of our...





Charity number

1156409

WANT TO HELP US TO HELP THOSE IN NEED?

Donations can be made at our site locations, the details of which you can see on the [Find Us](#) page of our website, as well as the following places within Washington, Tyne & Wear:

- WCFP, Unit O, The Galleries, NE38 7NF (Tuesday-Friday 12-3pm)
- Sainsbury's, The Galleries, NE38 7NF (see store opening hours)
- Poundland, The Galleries, NE38 7NF (see store opening hours)
- Market Village, The Galleries, NE38 7NF (see opening hours)
- Oxclose Church, NE38 0LA 9 (Monday to Friday 9am – 1pm)
- Sainsbury's Local, Teal Farm, NE38 8FB (see store opening hours)
- Lidl, Peel Retail Park, NE37 2PA (see store opening hours)
- B&M, Peel Retail Park, NE37 2PA, (see store opening hours)
- Wetherspoons Concord, NE37 2SY (see opening hours)
- Blue House Pharmacy, Concord (see opening hours)
- Get Pampered, Concord, (see opening hours)

If you wish to make a cash donation please click on the 'Donate' buttons on our website or Facebook pages, come and see us in Unit O, The Galleries, or contact us directly at:

07450766226

 @washingtoncfp

wcfp.org.uk

washingtoncfp@gmail.com



Printing kindly carried out by our friends at



WASHINGTON COMMUNITY FOOD PROJECT

England & Wales - Charity number 1156409

Accounts

WASHINGTON COMMUNITY FOOD PROJECT
REPORT AND FINANCIAL STATEMENTS
YEAR ENDING 31 DECEMBER 2020

Charity number 1156409

WASHINGTON COMMUNITY FOOD PROJECT

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TRUSTEES REPORT

YEAR ENDING 31 DECEMBER 2020

The trustees are pleased to present their report with the financial statements for the year ended 31 December 2020.

The financial statements comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Our purposes and aims

The purpose of the charity is

to prevent or relieve poverty or financial hardship in Washington and Springwell Village in particular but not exclusively by the provision of emergency food parcels, items, services and facilities to individuals in financial need, contributing to and co-operating with charities and other organisations working to prevent or relieve poverty within Washington and Springwell Village.

The strategy employed to achieve the charity's aim is to operate weekly foodbanks for people in need. Donations are collected and distributed to people referred to Washington Community Food Project by professional and voluntary organisations working in the area.

Volunteers

The charity is run by volunteers with no paid staff. The total number of regular volunteers is 37. They gave a minimum of 11,232 hours of their time during the year. The volunteers work in the following areas

Warehouse	Distribution centres	Delivering
Supermarket collections	Trustees meetings	Purchasing
Administration	Events	Fundraising
Signposting		

The volunteers' contribution in financial terms, if each hour was paid in accordance with the new National Living wage, is £93,900 at least.

Achievements and performance

Whilst shaping the objectives for the period and planning activities, the trustees have considered the Charity Commission's guidance on public benefit. The trustees are confident the activities meet the guidance.

The achievements and performance of the charity are set out in the attached brochure.

TRUSTEES REPORT

YEAR ENDING 31 DECEMBER 2020

Achievements and performance - continued

The aim of WCFP is to relieve food poverty in Washington and Springwell, as stated in the constitution. To this end we work with other agencies to provide advice and support to look at the underlying problems which contribute to financial hardship and thus food poverty.

In recent years, our profile with the general public has increased, as have the donations and support and we now find we are in a position to fulfil another aim in our constitution “contributing to and co-operating with charities and other organisations working to prevent or relieve poverty”

During 2020/21 we have supported St. George’s Church with donations of food, equipment and capital enabling them to provide over 1,500 lunches/meals, for local children, during the school holidays and lockdown periods.

Similarly, Oxclose Church has also provided meals during the holidays and been supported by WCFP, both financially and with food supplies. The Church has also bought a bus which is being converted into a cafe and community resource and we are committed to supporting this project both financially and with food supplies.

The Salvation Army, Barnardo’s, and the Woman’s Refuge have all received food support as have several schools, churches and Gentoo tenants during our ‘one off’ Christmas support project.

COVID has restricted our work to issuing food parcels, but hopefully this will soon end and we will return to our full range of support.

Financial review

Monetary donations amounted to £68,694 from regular gifts to one-off donations. Grants amounting to £2,425 were received. The costs of operating were £17,282. The bank balance at the yearend was £75,473.

Reserves policy and going concern

Reserves are needed to bridge the gap between the spending and receiving of income and to cover unplanned emergency repairs and other expenditure. The charity is building reserves with the aim to hold up to twelve months normal expenditure in the bank. The trustees are also wary about food donations dropping so plan to have a fighting fund to be able to finance six months food purchases.

The trustees consider the charity is currently in a stable financial position. They do not believe there is any problem on the Charity’s existence in twelve months time. This review of going concern has been carried out in accordance with the Charity Commission guidelines.

TRUSTEES REPORT**YEAR ENDING 31 DECEMBER 2020****Plans for the future**

Prior to Covid, WCFP's intention was to provide a central community hub for the people of Washington and Springwell. Several agencies had expressed an interest in working with us from our unit in the Galleries. The refreshment service was working well and people were beginning to wander in for tea and a chat and we had held a couple of reasonably successful craft sessions. The publicity was prepared for the young children's sessions but not issued. In order to provide our full range of intended services we will need to purchase three computers, (not laptops) workstations and chairs, small tables and chairs for the refreshment area, a large folding table for craft sessions, and children's toys (although these will probably come from donations).

The volunteers are brimming with ideas which they would like to promote and may need funding for, a sewing machine, projector, board games, and we are now in a position to meet these requirements.

Reference and administrative details

Charity number 1156409

Trustees

M Bowman	S Laws	K Wake
C Bowman	M Prince	J Petherick
M Natton	L Scott	
C Rowe	C Spellman	

Structure, Governance and Management

The charity is a registered unincorporated charity governed by a constitution adopted on 10 December 2013. The constitution has been amended in 2014, 2016, 2017, 2018, 2019 and 2020.

The trustees meet on a regular basis to review finances how the charity is performing and to strategise for the future. New trustees are recruited by way of recommendation and are provided with training in the charity's operations when joining the board of trustees. Trustees are not remunerated for the work they carry out for the charity.

There are two members who play a part of the management team.

N Jobson - G Duffy

TRUSTEES REPORT

YEAR ENDING 31 DECEMBER 2020

Structure, Governance and Management - continued

The trustees have a risk management strategy which comprises

- Understanding religious restrictions when preparing food parcels for people with different faiths

- Being aware of food allergies when issuing food stuffs

- Ensuring the safety of trustees and volunteers when carrying out tasks for the charity

- Safeguarding vulnerable beneficiaries

By order of the board of trustees

C Bowman

10 May 2021

Report of the Independent Examiner to the trustees of Washington Community Food Project

I report on the financial statements of Washington Community Food Project for the period ended 31 December 2020 which are set out on pages 6 to 9.

Respective responsibility of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

Examine the accounts under section 145 of the 2011 Act

To follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act) and

To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - . to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - . to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities, have not been met ;or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

R A Page FCCA
511 Durham Road
Low Fell
Gateshead
Tyne & Wear
NE9 5EY

10 May 2021

**WASHINGTON COMMUNITY FOOD PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDING 31 DECEMBER 2020**

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	2020 £
CHARITABLE INCOME	
Gifts in kind	39,028
Public and corporate donations	68,694
Rates refund	1,446
Grants	2,425
TOTAL INCOME	111,593
CHARITABLE ACTIVITIES	
Value of food donated and distributed	39,028
Top up food purchases	3,946
Covid funding	3,428
Provision of free school meals during holidays and lockdown	740
Events	110
Venue rents	515
Rates	1,446
Insurance	214
Light and heat	1,522
Telephone and broadband	430
ICT	99
Office costs	535
Training	10
Travel	115
Equipment	3,050
Repairs and Covid PPE	82
Donation	250
Sundries	141
Accountancy	360
PayPal charges	289
TOTAL EXPENDITURE	56,310
NET INCOME	55,283
Reconciliation of funds	
Funds at 1 January 2020	19,830
Funds at 31 December 2020	75,113

WASHINGTON COMMUNITY FOOD PROJECT

7

BALANCE SHEET AS AT 31 DECEMBER 2020

	£	2020 £
Current assets		
Paypal	3,435	
Bank account	71,361	
Cash in hand	<u>677</u>	
	75,473	
 Liabilities		
Creditors – amounts falling due in one year	<u>360</u>	
 Net current assets		<u>75,113</u>
 Total net assets		<u><u>75,113</u></u>
 Unrestricted income funds		<u><u>75,113</u></u>

Approved by the Board of Trustees on 10 May 2021 and signed in their behalf by

C Bowman

STATEMENT OF CASH FLOWS

YEAR ENDING 31 DECEMBER 2020

	2020 £
Cash used in operations	
Net movement in funds	55,283
Increase in accruals	360
Net cash generated from operations	<u>55,643</u>
Change in cash in year	55,643
Cash brought forward	<u>19,830</u>
Cash carried forward	<u>75,473</u>

NOTES TO THE ACCOUNTS

YEAR ENDING 31 DECEMBER 2020

1 Accounting Policies**Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland.

Grants

Grants for immediate expenditure are accounted on a receivable basis. Grants where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Gifts in kind

Gifts in kind received for distribution are included in the Statement of Financial Activities as gifts and costs when distributed by the Charity.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Costs

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly and other are apportioned on an appropriate basis such as staff time.

WCFP

Washington Community Food Project



Annual Report



Introduction

Washington Community Food Project is a food bank serving the local area and is part of the *Independent Food Aid Network* (IFAN) which is a network of independent, grassroots food aid providers working together to secure food security for all. IFAN membership includes over 400 independent food banks over the whole of the United Kingdom and is a free service.

The WCFP project was founded in 2012 by the late Joanne and Malcolm Dawson and since then has expanded to provide donations to Washington and Springwell. We also provide food parcels to people in Shiney Row, Houghton and Hetton but mostly to all Washington villages. Since the beginning of 2020 over 35 volunteers have helped to promote the project.

The food bank receives referrals from: Gentoo, Sunderland City Council agencies, National Health Services, Housing associations, voluntary support services, schools, churches and signposting from DWP and Wear Recovery. The service users then obtain food from our distribution points St George's Church, Barmston Furniture, Oxclose Church and our main outlet, Unit O, situated on the first floor of Washington Galleries.

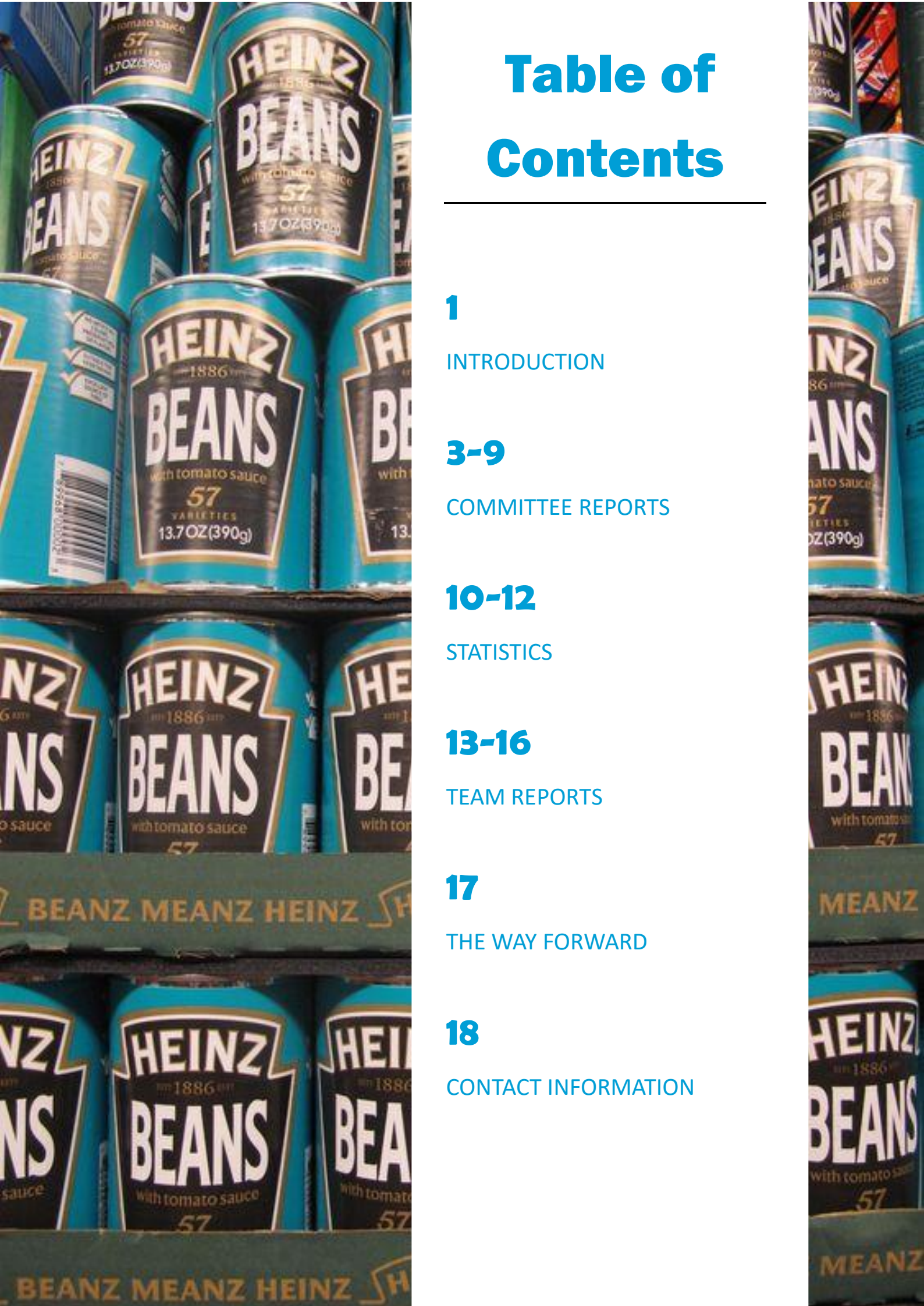


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Chairman's Report

by Clive Bowman

It has been a completely different year than we were expecting at the last WCFP annual meeting.

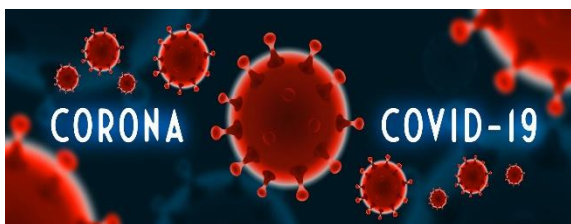
The year started as always with an assessment of stock after the previous year's harvest and run up to Christmas donations. This stocktake allows us to advise the Treasurer as to the possible food expenditure and to take into account any concerns over Brexit. Unit L items were sorted into products and then data entered and an estimate made of all stock available. Because we make up a standard 1 to 5-person parcel and we have years of figures to hand we are able to estimate approximately what supplies we will need.

It may seem to be early in the year but the trustee's thoughts turn to the year-end Christmas Eve Give Away. How the previous year was run and what changes could be made to make it more efficient. Both the previous venues, the Lighthouse and St Michael's had their own problems so an alternative was sought and Oxclose Academy was contacted. They agreed that the 2020 Christmas giveaway could take place there with the possible assistance of some of the school children. This would give WCFP a larger indoor area to accommodate the large number of people who attend on Christmas Eve and allow for better control and monitoring.

Preparation was made for the annual AGM to report on the activities of 2019 which took place in March and was held, for the first time, in Unit O. Plans were discussed for the development of the front of house in Unit O to be more welcoming and to have other community facilities.

WCFP started the year with four outlets, Unit O operating 4 days a week, St Michael's, two mornings a week, Barmston Furniture 6 days a week, and St George's Church on 1 day.

The decision had been made to stop operating out of MIND and the Millenium Centre because



of storage difficulties and the need to transport food parcels on the day. We also felt that the Galleries was a more central location.

All of our plans soon came to a halt as a result of the Covid Pandemic.



Stock organised for parcel packing

It became apparent that Unit O could not function safely according to the information being given out by Governmental Health agencies. However, the WCFP lead volunteer at St Michael's Church indicated that that outlet would continue to remain open as long as possible



Sainsbury's keeping supplies flowing to the WCFP during the first lockdown

at least until early April. Unit O closed to the public and the lead volunteers then concentrated on maintaining stock levels and supplies to the WCFP outlet at St Michael's. Unit O had always delivered weekly supplies to St. Michael's. The lead WCFP volunteer at St Michael's was given full access to Unit O. It was decided that rather than taking existing stock from Unit O to St Michael's (supplies in supermarkets had reduced considerably as a result of panic buying), WCFP would talk to supermarkets and have stock delivered directly to St Michael's. This was arranged by the Project Manager and Treasurer. Sunderland City council became involved in supporting WCFP regarding supply of food stocks and the offer of volunteers. The lead WCFP volunteer at St Michael's

was regularly asked if additional volunteer support was needed but declined any assistance. Food stocks were accepted from SCC and purchases made from other suppliers and delivered directly to St Michael's.

The Project Manager continued to collect daily from our suppliers but gradually the WCFP volunteers based at St. Michael's took over and by the end of April the Project Manager was only picking up stock from irregular donors. Arrangements were in place between St. Michael's Church and St George's Church to take any surplus fresh produce to assist the population in St George's area.

During April the trustees were approached by the lead volunteer at St. Michael's for financial assistance as Church income was falling. The WCFP trustees agreed to double the amount of rent being paid each month to St. Michael's Church for allowing the Church be an outlet for WCFP.



Premier Singh convenience store, Oxclose

At the beginning of May a non-factual post was put on the WCFP Facebook page about WCFP being closed- in fact WCFP **had never closed**.

WCFP were informed on the 4th May that St Michael's were no longer going to operate as an outlet for WCFP. St Michael's subsequently joined the Trussell Trust Sunderland Food bank as one of its outlets.

As a result of the failure of St Michael's to continue to support WCFP an emergency meeting was held on the Monday afternoon as to the way forward. During the meeting the lead volunteer at St Michael's tendered her resignation with immediate effect. Because of the

closure of Unit O, Barmston Furniture and St George's Church owing to COVID restrictions WCFP had no outlet open. The trustees contacted Oxclose Church and were given permission to operate from there immediately and stock was taken from Unit O. The Project Manager recommenced collecting from all outlets and storing the items in Unit O. All referral agencies were then informed of the change to WCFP operations.

During the restrictions placed in the Galleries, as result of COVID, the volunteers were monitoring the situation regarding queues near Unit O, forming outside banks and building societies, how and where queues were forming and the busiest times. As restrictions on shops were gradually lifted in consultation with the Galleries management it was deemed possible that with COVID protection measures in place that Unit O could reopen by moving the opening times to less busy periods. Plastic screens were put in place as well as floor markings for social distancing. Unit O opened in June and Oxclose Church became a limited emergency outlet. Since June, Unit O has remained open with the volunteers working in bubbles: only present at certain times and in specific locations.

In September three trustees were independently advised, by a member of the Washington Store, that Asda was no longer supporting independent food banks and that the end of aisle donation box was being removed. WCFP contacted IFAN, as this would have a country wide effect on all independent foodbanks. IFAN contacted Trussell Trust and Asda for confirmation. WCFP were informed that this was a local decision by the Washington store and was not a head office decision.



*Our collection point
at ASDA, Washington*

In early October WCFP were informed of a positive Covid contact who had entered Unit O, all known people who may have been in contact were informed, the Galleries management was also informed and the unit was deep cleaned that afternoon. Consequently, there was no disruption in service. The Trustees decided to offer packed lunches during school holidays for younger children. The first of which took place in the summer from Unit O with support given to Oxclose Church, St George's Church and Washington MIND, as other outlets. This



*Blackfell Primary School's
Harvest Festival donation*

continued during the October and December holidays at Unit O and the two churches.

As a result of publicity, the amount of food donations and financial donations increased considerably leading up to Christmas. Harvest donations were still being donated from schools despite the COVID restrictions imposed. In early October the WCFP trustees were debating how the Christmas Eve give away could operate. Various suggestions and proposals were discussed which would allow last minute decisions to be made. It was decided to send out letters inviting people to phone and make an

appointment, during the second week of December, to collect the Christmas foods such as advent calendars, selection boxes, biscuits as well as soft toys. Meanwhile the Galleries management had been approached for use of another unit for the week and they offered us Unit J, which the volunteers were able to make feel more Christmassy. When people called, they were asked if they would like fresh food to be delivered on Christmas Eve. This enabled WCFP driver volunteer rotas to be compiled and on Christmas Eve fresh produce was collected from the local supermarkets and taken to Oxclose Church where the WCFP volunteers made up individual parcels for each family size and these were then delivered to the home addresses. This was a tremendous success and it was done with high COVID protection for everyone.



Non-perishable packs for the Christmas Give Away



Project Manager's Report

by Carol Rowe

What a year we have had, no one could have predicted 2020, but we at WCFP have gone above and beyond to make sure our clients have not done without during the pandemic.

In March, because it was not safe to operate from unit O, St Michaels, which was one of our outlets at the time, became our operating station for approximately 6 weeks.



Schiedel donation

We then moved to Oxclose Church (our original home) until June, giving us time to make Unit O more COVID friendly.

People of Washington and various companies, have been so kind and completely overwhelmed us with their generosity, making this our most successful year.



£200 from Sudz Valeting Services

Never a dull moment at WCFP, roll on 2021, we're ready for you. Huge thanks to our fabulous team!



Secretary's Report

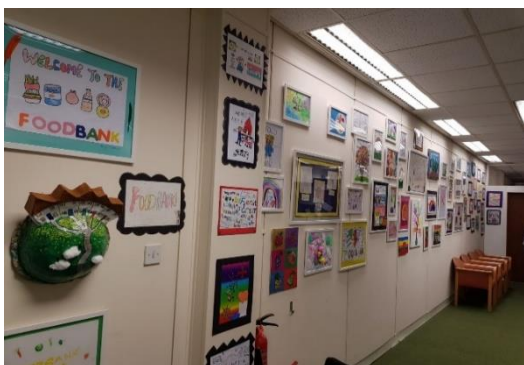
by Maureen Bowman

What a year 2020 turned out to be! It began well in January/February with the opening of our Community Drop-in. We were able to offer free refreshments, cakes, and biscuits and spend more time, just chatting, with the clients. We also managed to run a couple of successful but rather small craft sessions (8 – 10 people) and had big plans and great enthusiasm for all the activities we wanted to offer. Then came COVID and in March we were forced to close unit O in the Galleries because it was not safe to operate from there. We kept one outlet open as people were able to work outside and it was much safer. This arrangement was initially for three weeks, however, it lasted for six weeks. During that time, we invested over £4,000 in stock, rent and expenses to keep St. Michael's Church open as our prime distribution site. Carol, the Project Manager, continued to collect donations on a daily basis and purchase extra stock in order to provide as full a service as was possible at that time. Several of our volunteers were either in lock-down due to age/vulnerability or having to remain at home to care for school-age children.



Collecting donations from AFI Uplift

At the beginning of May there was a resignation by one of our trustees who at the time was running the WCFP outlet at St. Michael's. This was with immediate effect on May 4th, 2020 at 5.00pm. They, as an organisation had decided to start up their own charity taking with them almost half of the WCFP clients. This came as a terrible shock to WCFP volunteers and we were then left with no outlet. Thanks to Gavin Rushton at Oxclose Church we were able to open on the Wednesday and continue to operate without missing a session. The volunteers were desperate to get back and we had enough to make it a success. We were in Oxclose Church for six weeks. During that time our Front of House Lead, Sue, organised the reopening



Front of house, Unit O, with children's super artwork

of unit O. The hours had to be changed to avoid busy times at the bank opposite, the unit had to be reorganised – all the children's art work had to come down, everything had to be covered in wash down plastic and new screens and PPE ordered. Sue then organised the volunteers into bubbles of three, to work in each area and there is no mixing of the groups. This system continues to work. Only one client is allowed into the unit at a time and food

parcels are put onto a table for collection. All donations that come in are left for 72 hours before being unpacked and hand sanitiser and frequently changed gloves are used at all times. So we were back up and running in unit O by mid-June.

The village Summer Fayre was cancelled so we lost an opportunity to get out and share our message with the public but three wonderful members of the community organised fundraising events for us. Our grateful thanks go to Lauren Stone, Cameron Thompson and Matthew Crichton for all their help and hard work.



Packed lunches go down a treat!

During July/August we offered free school packed lunches to any primary aged child. Oxclose Church, St. George's Church, MIND, and the Galleries all took part and we averaged 160 meals a week plus lots of activity packs and other goodies which were being donated by the public. During October week we decided that if children needed a meal then possibly their parents needed one too. We provided 80 adult meals and 216 for children from St. George's and the Galleries.

This continued over the Christmas Holiday with 272 meals given out in the eight days of opening. The vicar's wife from St. George's wanted to continue the provision for older children and with WCFP's support provided 103 hot toasted sandwiches during the first week in January and is continuing to offer a hot sandwich or a baked potato along with fruit, biscuits, crisps and a drink which makes up a packed lunch and the numbers are growing every day.

The client base has changed during this year. We are now getting many more families and new clients who are suffering due to reduced income because of COVID. We collect daily from M&S and Greggs, therefore, our clients leave with much more than a food parcel, very often they get flowers from M&S which is a real treat for many who would not be able to spend money on such a luxury.

There were fewer Harvest Festivals this year but we thank those schools which did contribute to our stock levels. This year the community and local stores have really upped their contributions. We have had so many donations of goods and cash that we are in a very good position both financially and stock-wise to meet any reasonable increase which may arise.



Bede Gaming- one of our biggest supporters in 2020

Before Christmas we contacted all local schools, churches and Gentoo, asking if they knew of anyone who would benefit from a one-off Christmas Surprise Parcel. We gave out over two hundred parcels, included in each was a leaflet asking people to come into the Galleries on



Xmas Eve parcels of fresh meat, fruit, veg and baked goods.

Tuesday or Wednesday morning before the foodbank opens and talk to Sue. We need to get the message out that you do not have to be unemployed or homeless to use our services. WCFP are there for anyone who is suffering a temporary loss or reduction in income. This seems to have had an effect and people who would 'never use a foodbank' are now coming in and asking for advice and help.

The Christmas Give Away was a huge success – read about that in the Treasurer's report. The Christmas Eve delivery of fresh food went very well. Our thanks go again to Oxclose Church for allowing us to use the Church and car park to sort out all the deliveries. We delivered a joint of meat, and more fruit, veg and extras than a person could carry to over 70 houses after the shops closed on Christmas Eve.

There are no words to express my thanks to the volunteers. The Chair and myself have been in lockdown since March and I foolishly imagined that without us things would soon begin to fall apart!! I couldn't have been more wrong. The Project Manager, Carol, the Front of House Lead, Sue and the Treasurer, Michelle took over and with the help of some fantastic volunteers everything has progressed well. I think they are using the bubble system to keep me out! They are managing very well without me.

I have got my appointment letter so their time is running out.

2020 Statistics

1) Reason for need:

This information is dependent upon the referral agency ticking the appropriate box(es) as to the reason for the referral

Benefit	155	33.05%
Bereavement	4	0.85%
Change in Circumstance	23	4.90%
COVID	53	11.30%
Debt	80	17.06%
Delay in Wages	8	1.71%
Fleeing Domestic Violence	20	4.26%
Homeless	12	2.56%
Low Income	63	13.43%
One-off loss	28	5.97%
Sanctioned benefit	5	1.07%
Sickness	18	3.84%
TOTAL	469	100.00%

2) Year on year table:

	2019 clients	2019 parcels	2020 clients	2020 parcels
Jan	367	185	321	139
Feb	299	156	309	161
March	287	152	335	153
April	354	185	293	123
May	307	174	123	73
June	267	161	167	89
July	358	174	200	85
Aug	351	175	182	81
Sept	314	167	238	93
Oct	355	182	199	86
Nov	337	155	224	103
Dec	317	141	464	185

During the early part of the COVID lockdown, from April onwards, food became more available from other sources to assist the population and along with the withdrawal by St Michael's and the closure of other of our outlets the take up of parcels issued by WCFP was reduced to approximately half.

3) Average number of people supported by a parcel:

	2020	2019
Jan	2.31	1.98
Feb	1.92	1.92
March	2.19	1.89
April	2.38	1.91
May	1.68	1.76
June	1.88	1.66
July	2.35	2.06
Aug	2.25	2.01
Sept	2.56	1.88
Oct	2.29	1.95
Nov	2.19	2.17
Dec	2.53	2.25

The trend towards bigger families
is clearly highlighted

4) Number of people in household:

There has been a significant increase
in the number of 4 person families.

Year	2020	2019	2018
1 person	48.33%	53.88%	57.25%
2 person	18.41%	20.61%	15.51%
3 person	12.97%	11.21%	13.55%
4 person	11.09%	7.65%	9.43%
5 person	6.49%	6.65%	3.98%
6 person	2.30%		
8 person	0.42%		

5) Number of visits:

	% in 2020	% in 2019
One parcel only in year	41.18%	31.87%
Two parcels in year	18.05%	16.61%
Three parcels in year	14.20%	12.66%
Four Parcels in year	8.52%	9.35%
Five parcels in year	5.07%	6.90%
Six Parcels in year	4.87%	5.25%
Seven parcels in year	3.04%	3.35%
Eight parcels in year	1.01%	2.60%
Nine parcels in year	1.01%	2.05%
Ten parcels in year	1.01%	1.70%
Eleven parcels in year	0.20%	1.20%
Twelve parcels in year	0.41%	
Thirteen parcels in year	0.20%	
Sixteen parcels in year	1.22%	

The number of people making only
one, two or three visits per year to
the foodbank is *increasing*, however
the number making several visits
per year are *decreasing*.

6) Areas in which WCFP support has been received:

Wards	Referrals	Villages
East	70	Barmston/Fatfield/Harraton
North	158	Usworth/Concord/Sulgrave
West	53	Donwell/Springwell/Albany/Blackfell
Central	79	Washington Village/Town Centre/ Glebe/Columbia/Biddick
South	65	Oxclose/Lambton/Ayton/Rickleton
St Chads	1	
Copt Hill	2	
Shiney Row	5	
Houghton	5	
Hetton	1	
Gateshead	1	
Homeless /Unknown	13	

7) Age range of family units:

Single person	unknown	9
	18-25	17
	26-50	129
	25-64	5
	50-69	68
	Over 70	8
2-person family	unknown	4
	1 adult , 1 child	40
	2 adults	44
3-person family	unknown	1
	2 children 1 adult	22
	1 child 2 adults	31
	3 adults	9
4-person family	unknown	2
	3 children 1 adult	26
	2 children 2 adults	24
	1 child 3 adults	4
5-person family	4 children 1 adult	13
	3 children 2 adults	17
	1 child 4 adults	1
6-person family	5 children 1 adult	4
	4 children 2 adults	9

Team Reports



Report from Front of House Lead/Deputy Project Administrator

by Susan Laws

This year has been very eventful for all volunteers in front of house, who have shown their continued commitment to WCFP. Throughout the year we have faced many challenges, but I'm proud to say our volunteers have risen to these challenges with patience, understanding and good humour.

I would like to thank everyone for their commitment to provide support, advice, and food parcels to those who have needed us throughout the year.



Preparing fresh food hampers for families on Xmas Eve

The packed lunch scheme has been a resounding success and, as usual, we helped to make Christmas that bit more special for many Washington folk and families.

The sheer volume of donations (both monetary and foodstuffs) that has come through our doors over the last year, is a testament to the high regard that WCFP has in

Washington and the surrounding areas.

I am proud to be part of, not only the front of house team in WCFP, but the whole of WCFP who have worked together to provide an exemplary service in this most difficult year.



One of several 'Leave-a-tin' collections organised by Washington residents



Treasurer's Report

by Michelle Natton

I started my 2019 team report with '*It's been quite a year*' Well, 2020 has definitely topped that!

I would like to thank our volunteers, who have been truly incredible. They have approached every challenge (and there have been many) with determination, professionalism and amazing resilience. Their dedication enabled our project to operate throughout the lockdowns, provide free packed lunches and activities to children and their families and ensure the magic of Christmas, reached many in our community.

I would like to extend my gratitude to the management team, at The Galleries, who allowed us to use a vacant unit to distribute toys, books, gifts and Christmas treats, to our clients in December. In previous years, this happened alongside the surplus food giveaway, on

Christmas Eve. As a team, we had already discussed the possibility of distributing gifts earlier, ensuring some certainty for our clients. However, due to COVID 19 restrictions, our Christmas Eve event had to change, and our gift giveaway became a separate event.

The generosity of our local community was phenomenal. The donations from individuals, families, neighbours, resident's group, schools and local businesses, guaranteed lots of Christmas happiness for over 80 families, and really it did spread Christmas joy. One client, whose husband had lost his job due to the COVID situation, commented that they were only just managing, and the prospect of Christmas was filling her with dread. She cried with relief when she saw the toys and gifts and said it would totally change Christmas for their family. Our clients were overwhelmed and wanted me to pass on their thanks, to those who donated. *Well done Washington!*



Toys and games collected via our Reverse Advent Calendar



Washington Rotary Club give £200 to help us buy Xmas gifts for teenagers

The generosity of the local community was not restricted to Christmas. This unprecedented situation has led to an exceptional response in donations, both of food and financial support. People have reacted with such kindness and thought so compassionately about those less fortunate. It has been both heart-warming and humbling to witness. Unfortunately, the full economic impact of the pandemic is yet to peak and regrettably, will be felt for many years. The financial donations we have received this year, will cover

our running costs for the foreseeable future, thus ensuring the service can continue to provide support, for many years to come.



Social Media/Online Editor's Report ***by Cat Spellman***

Social media and the online space have been both lively and a valuable tool for WCFP in the past 12 months. Online channels, mainly Facebook, have allowed us to keep our clients and donors informed of the changes going on both organisationally and in response to the pandemic. This includes the usual information such as the stock that we require, but this year also news of opening times, closures across any of the sites, updated safety protocols to be aware of, and also of the various different support schemes we have had running throughout the year such as the packed lunch scheme.



Packed lunches available throughout the holidays to all school children

This year using social media, WCFP reached out to the community as a reminder that we are here to support everyone who needs it. We are aware that there are still people who may not think our support is applicable or accessible to them, but we hope that our active online presence has raised awareness to new clients. In this way, in what has been a particularly different year for everyone we have supported a varied demographic.

The response to our school packed lunch scheme exceeded our expectations. Our post was recognised by both The Sunderland Echo and The Chronicle - both showcasing the work we do but also reaching more of the community of Washington and especially those that need us.



New Front-of-house Volunteer's Report

by Denise Rand

During the last year there have been a few changes so that the personal contact with the service users has not been possible. No sitting down with a cup of tea to reassure those who are upset at having to come to a food bank but we have managed.

I have been amazed this year at the kindness of people, the number of people who want to help, it's so gratifying. The Christmas donations from M&S, Lidl and Aldi shocked me. I couldn't believe how generous they were.

My Friday bubble has me with Maggie and Mary, we are all crafters (I think this was well planned by Marjorie) and we get on so well together.

One thing that has surprised me recently has been the number of homeless people coming in. They have no referrals and usually come in for a sandwich or take some of the 'randoms' (assorted items that we don't routinely put into parcels). I didn't think Washington had a homeless problem, and maybe it didn't in years gone by, but it certainly does now and apparently there are no hostels in Washington so they would have to try and get to Sunderland to find a roof for the night. As a result, they are sleeping under bridges and in subways. Although these people need a food bank so badly, they can't take much as they have nowhere to store or even cook the food so we're very limited in what we can give them.

I'm hoping that very soon the pandemic will be over the lockdown eased and we can have our little seating area back and be able to have a cup of tea and actually socialise a little with the service users.

Bring it on!!



*Christmas goodies from
our friends at Iceland*



New Volunteer's Report

by Judith Petherick

I began volunteering with WCFP in January 2020, having taken early retirement from my NHS nursing role. I was aware of the project through my church, Holy Trinity Washington, who have a longstanding supportive relationship with it.

I joined WCFP at an exciting time in their history, having just moved into a unit at The Galleries with the intention of not simply being a food bank, but also offering community resources and space. Plans were made to offer refreshments and space and time for social interaction, a craft group began to meet, and other activities were in the pipeline to compliment the work already being carried out.



Our fantastic Friday Craft Club, pre-COVID

Then coronavirus happened and along with it, a whole raft of challenges. The Galleries unit closed very temporarily and food bank operations were transferred to Oxclose Church to meet the continuing and indeed increasing demand from our community. We were able to return to The Galleries in June 2020 and have continued our work from there ever since, although purely as a food bank and welfare rights advice service. We have also offered a packed lunch scheme to support families when their children have had long gaps in their education,

and we continue to do so. Measures to keep our clients and ourselves safe have temporarily suspended our plans for a more social space but this will resume when it is safe to do so.

It has been far from a normal introduction to a volunteer role with WCFP but I have been struck by how totally committed to offering the best possible service to our clients the whole team have been. Some have continued 'on the front line' as it were, while others have been forced to take a more 'hands off' role due to their own health circumstances, and have been beavering away in the background. My own role was initially 'front of house' but I now do some collecting and sorting of donations (drivers are really useful!) and preparing food parcels. The generosity of our local community has been staggering throughout. There is a real recognition of need and a desire to help in any way possible. It is humbling to see.



Collecting donations from Bombay Barn

I feel privileged to be able to play a part in the work of WCFP. It has been a real eye opener for me and shattered some of the misconceptions I suspect many people have of who food banks can support and the myriad reasons why people need to use them. I have met some incredible colleagues and clients from so many backgrounds. I suspect the need for our services will increase in the coming months as the economic uncertainties and challenges related to coronavirus continue to affect more and more people. I am certain our community will rise to the challenge.

The Way Forward

Until life returns to near normal, we will continue to meet the ever-increasing demands of the communities of Washington and Springwell.

As soon as we can we will reopen 'The Meeting Place' community drop-in and resume our planned programme of events. We have money ring fenced to buy the computers and equipment we need and we have the enthusiasm and commitment to make it a success - all we need now is the vaccine.

Let's pray that 2021 is a better year for everyone, that resources are more evenly distributed throughout the community and that the spirit of sharing and support that we have seen at WCFP continues to grow and help make Washington a fairer and happier place to live



-Thank you all for your support in 2020-



WCFP

Washington Community Food Project

Charity number 1156409



**You can help us to help others.
Please donate any tinned or packet food.
No fresh food.**

Contact us at:

Unit O, The Galleries, Washington, NE38 7SD

07450766226

Washingtoncfp@gmail.com



Washington Community Food Project

wcfp.org.uk

