

# RUTLAND FOODBANK

England & Wales · Charity number 1158460

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2014-09-05

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

## Contact

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**Address** Rutland Foodbank  
36 Melton Road  
Oakham  
Rutland  
LE15 6AY

**Phone** 07582783363

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

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

## Activities

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**Objects:** THE PREVENTION OR RELIEF OF POVERTY OR FINANCIAL HARDSHIP OF PEOPLE LIVING IN RUTLAND AND NEIGHBOURING DISTRICTS BY PROVIDING FOOD AND OTHER ITEMS AND SERVICES, INFORMATION, ADVICE, EDUCATION AND SUPPORTING IN SUCH OTHER WAYS AS THE TRUSTEES SHALL FROM TIME TO TIME THINK FIT.

**Activities:** Rutland Foodbank provides an emergency food parcel containing 3 days worth of food for people living in Rutland (or neighbouring counties) who are experiencing an unexpected crisis situation. Clients are referred from professionals working in the County, who assess each clients situation to verify their crisis.

## Classification

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

## Geography

- Rutland

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£74,819	£86,108	-	-
2024-03-31	£84,851	£79,936	-	-
2023-03-31	£93,161	£53,892	-	-
2022-03-31	£48,135	£39,482	-	-
2021-03-31	£88,544	£50,219	-	-

## Trustees

Name	Role	Appointed
Alison Jane Wainwright		2019-09-20
Colin Rodney Keal		2024-01-08
Denise Susan Burton		2022-07-06
PIERS RICHARD TARLETON		2025-10-01
Susan Brown		2022-05-04
Vaughan Gilbert		2019-05-08

**RUTLAND FOODBANK**

England & Wales - Charity number 1158460

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# Accounts

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Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name: RUTLAND FOODBANK

On accounts for the year ended

31<sup>ST</sup> MARCH 2025 Charity no (if any): 1158460

Set out on pages

1 - 3 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
• the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 24-1-26

Name: IAN GRIMLEY

Relevant professional qualification(s) or body (if any):

ACCA

Address:

37 NORTHAGE CLOSE
QUORN
LEICESTERSHIRE.

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

# Statement of Receipts & Payments

Prepared for Rutland FoodBank: 1/4/2024 to 31/3/2025 (compared with 1/4/2023 to 31/3/2024)\*

	Unrestricted	Restricted	Total	Prior Total*
Donations and Legacies	5,176.72		5,176.72	279.94
.. Gift Aid Claimed	175.00		175.00	6,131.86
.. Grant Income	26,198.35		26,198.35	24,217.45
.. Other Donations	24,307.54		24,307.54	33,101.16
.. Regular Donations	16,661.00		16,661.00	18,860.00
Investments				
.. Interest Received	2,300.28		2,300.28	2,260.92
<b>Total income and endowments</b>	<b>74,818.89</b>		<b>74,818.89</b>	<b>84,851.33</b>
Purchase of Fixed Assets	11,335.00		11,335.00	
Raising Funds				
.. Just Giving Processing Fee	216.00		216.00	216.00
.. Just Giving Transaction Fee				248.38
Charitable Activities				
.. Charity Management & Administration				
.... Advertising	45.00		45.00	40.00
.... Bank Charges	54.68		54.68	60.00
.... Computer Services	186.48		186.48	186.48
.... Insurance	3,031.42		3,031.42	2,461.89
.... Licences & Subscriptions	35.00		35.00	35.00
.... Office Expenses				19.50
.... Postage	8.35		8.35	
.... Printing & Stationery				296.11
.... Sundry Expenses	364.95		364.95	824.13
.... Telephone	1,317.93		1,317.93	1,976.78
.. Finance Project				
.... Employment Costs	25,442.50		25,442.50	12,580.94
.... Equipment Costs	120.00		120.00	
.... Overhead Costs				4,318.00
.... Postage				25.00
.... Room Hire				441.00
.... Supervision Costs				3,548.56
.... Telephone Costs				190.00
.... Travel Costs				78.00
.. Food Parcels	4,300.00		4,300.00	
.... Food Supplies	10,613.32		10,613.32	7,594.95
.... Miscellaneous supplies	680.00		680.00	6,923.88
.... Toiletries				1,054.75
.. Service Delivery				
.... Donations made				6,000.00
.... Premises				
..... Cleaning	20.00		20.00	
..... Fire/Electrical Safety	468.26		468.26	183.36
..... Heating/Lighting	4,153.37		4,153.37	5,312.16
..... Property Improvements	81.90		81.90	413.81
..... Rent	17,472.68		17,472.68	16,687.46
..... Water Rates	94.43		94.43	105.66

# Statement of Receipts & Payments

Prepared for Rutland FoodBank: 1/4/2024 to 31/3/2025 (compared with 1/4/2023 to 31/3/2024)\*

	Unrestricted	Restricted	Total	Prior Total*
.... Sundry Distribution Costs				
..... Packaging Costs	116.00		<b>116.00</b>	-2.45
..... Transport Costs	5,639.35		<b>5,639.35</b>	6,081.62
.. Support Costs				
.... Safeguarding	311.56		<b>311.56</b>	49.00
<b>Total expenditure</b>	<b>86,108.18</b>		<b>86,108.18</b>	<b>77,949.97</b>
All receipts	74,818.89		<b>74,818.89</b>	84,851.33
All payments	86,108.18		<b>86,108.18</b>	77,949.97
Transfers between funds				
<b>Net movement in funds</b>	<b>-11,289.29</b>		<b>-11,289.29</b>	<b>6,901.36</b>
<i>Total funds brought forward</i>	<i>104,413.72</i>	<i>13,578.59</i>	<b><i>117,992.31</i></b>	<i>113,075.62</i>
<b>Total funds carried forward</b>	<b>93,124.43</b>	<b>13,578.59</b>	<b>106,703.02</b>	<b>119,976.98</b>

**Rutland FoodBank**  
**Charity Commission for England and Wales, No. 1158460**  
**Balance Sheet - Comparative**  
**As at March 31, 2025**

	31 Mar 2025	31 Mar 2024
<i>Fixed Assets</i>		
Tangible Assets	9,068	
<i>Current Assets</i>		
Cash At Bank And In Hand	106,743	117,992
<b>Net Assets</b>	<b>115,811</b>	<b>117,992</b>
 <i>Funds &amp; Reserves</i>		
Restricted Funds	13,579	13,579
Unrestricted Designated Funds	1,582	1,582
Unrestricted General Funds	100,650	102,832
<b>Funds Provided</b>	<b>115,811</b>	<b>117,992</b>

Approved at a meeting of the Trustees held on  
 30<sup>th</sup> December 2025.

*[Signature]* (CIMA) TREASURER.

Alison Wallington MBE.

*[Signature]* (Chair of Trustees)



**RUTLAND FOODBANK**

England & Wales - Charity number 1158460

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# Accounts

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## **Rutland Foodbank Annual Meeting**

**24<sup>th</sup> January 2025 at 2.00 pm, 36 Melton Road, Oakham**

### **Trustees' Report 2023-2024**

#### **Foodbank Objective**

*.. the prevention or relief of poverty or financial hardship of people living in Rutland and neighbouring districts by providing food and other items and services, information, advice, education and supporting in such other ways as the trustees shall from time to time see fit (July 2014)*

#### **Chair of Trustees Report, Ali Wainwright**

I'm pleased to introduce the annual report for the Rutland Foodbank for the year 2023-24.

If we look back to April 2023 we all were feeling the effects of the cost of living crisis. Demand for support from the Foodbank continued and gained pace during the year. Rising inflation impacted upon many households and resulted in increasing number of referrals.

We received 820 referrals in 2023-2024, fewer than the first year of the pandemic but more than 2022-2023. Fortunately the operational model we had developed during the pandemic meant that the volunteers were able to respond to the rising needs.

You will see in this report that we continue to be able to deliver a 7-day food and emergency toiletries parcels and deliver these to clients. This is in contrast to many of the Trussell foodbanks, who are struggling and have reduced their offer to a three-day parcel, usually client collect.

Once again I am indebted to my fellow trustees and all the volunteers for their help and support during this year. Our volunteers continue to display remarkable resilience as they helped to weigh, sort, date and shelve the donations and then arrange for picking and packing the emergency food and toiletries parcels.

2023-24 was another challenging year but the Rutland Foodbank continues to operate as part of a strong charitable sector which is well-regarded by Rutland residents.

In early 2024 Michael Masters, our trustee Treasurer, stepped down. I would like to place on record my thanks to Michael for his diligence and efforts, particularly during the pandemic when the impact of lockdown made banking more difficult.

### **The Trustees in post 2023-2024 were:**

Ali Wainwright, Chair

Sue Brown

Dee Burton

Vaughan Gilbert

Michael Masters, Treasurer (resigned January 2024)

Colin Keal (appointed February 2024)

During the year we recruited a new Treasurer, Colin Keal, who joined us on 1st February 2024. He brings a wealth of experience to the board. His background in accounting and business brings additional skills to the team.

### **Working with the Trussell Trust**

We continue to be supported at a Regional and National level by experienced staff from the Trussell Trust. The online access to resources and specific advice is continuing to prove helpful. There were opportunities to meet volunteers and staff from other foodbanks to share good practice and problem-solve.

This included attendance in April at the Trussell Roadshow in Birmingham and in October the Regional Forum in Leicester. These were opportunities to discuss the impact of the cost of living crisis and to consider how to highlight the hardships so many face daily. All foodbanks in the Trussell Network are working jointly towards a time when they are no longer needed so an understanding of the 'Guarantee our Essentials' campaigning by the Trussell Trust, supported by many other charities, was helpful in thinking about how to work with other local groups and charities and Rutland County Council.

### **Finance Report**

The annual accounts accompany this report and thanks to Mr Ian Grimley for carrying out an independent examination

The year saw a very small increase in reserves to £102,366 which was in line with the Trustees decision last year to divert certain donations to other Rutland charities. Reserves still represent two years of general expenditure.

Income was down compared to the previous year by £8,310 and expenditure increased by £26,044, despite this the accounts still show a small surplus of £4,915.

The income reduction was due to a decrease in other donations of circa £7,000, regular donations remained static, grants received remained at the same level.

The large expenditure increase was due to an increase in costs within the general reserve of £18,114, this is explained by increase of £5,875 in property costs, £5,200 direct purchase of food parcel products and an increase of £4,000 in donations made.

Income within the restricted fund (Financial Inclusion Project) was £ 23,877, which was £827 more than 2023, expenditure, however, was considerably more at £20,448 some £7,932 more than 2023. This project is continuing for 2024/5 and it is hoped 2025/26 as well, subject to the receipt of a specific grant.

The Trustees are pleased that so many individuals, companies, other charitable organisations, and Churches all decided to donate to the Rutland Foodbank whether directly or by way of various fundraising activities.

## **Volunteers**

Once again we have to record our thanks to everyone who has volunteered during the year. It would be impossible to help as many people as we do without the wonderful team who give their time so freely. Their energy and kindness helps create a charity that truly cares for those experiencing food poverty. All our volunteers continue to display remarkable resilience and flexibility in maintaining our operations.

During the year we bade farewell to a number of our volunteers who were moving away. Our thanks to them for their help.

We were fortunate in recruiting a handful of new volunteers to help us across our activities. We welcome them and look forward to their support and input.

## **Fundraising**

There were quite a number of specific fundraising events during the year and we have to thank everyone who organised and/or took part.

We received regular donations from the Rutland Antiques and Art Centre in Uppingham (our highest donor), the D'Ukes of Rutland (local ukulele players), the Rutland Morris Men, the Uppingham and Oakham Rotary Clubs, The Rutland Lions and various other groups and individuals. We also had seasonal donation from local schools, businesses and stores. We are so pleased that they all chose the Foodbank as their recipient.

## **Communications and networking**

During the year volunteers from the Foodbank have worked with other groups and organisations to raise awareness.

Trustees have undertaken talks to The Trefoil Guild, to Scouts, Beavers, Schools and other Rutland charities. This has been an opportunity to raise awareness of the need for the Foodbank explaining how we support local families and households. These groups have also collected donations for us and we are very grateful for their support.

## **Deliveries**

We've continued with our delivery service as we know that public transport, relying upon friends, using taxis or even own transport puts pressure on household budgets.

Clemmie (our bright orange van) once again travelled across the county making over 800 deliveries and other journeys picking up the donations from local collection baskets in supermarkets, churches and from the villages etc. Having our own transport has given us much more flexibility in delivering and collecting donations during the year. The van's mileage was around 6,000 during the year.

## **Referrals**

There were a range of referrers but the main ones remained frontline staff from Rutland County Council, Citizens Advice Rutland, local support agencies, schools and churches. As clients no longer had to attend in person and we continued to call them prior to packing to discuss food allergies, whether they needed nappies, pet food etc. It also allowed the team to discuss delivery arrangements.

## **Activity**

Although we were not as busy as 2020-2021 (the first year of the pandemic) we still operated with packing and delivering five days a week and were busier than last year. Some of the sessions were busier than others but the ability to respond to a request for help usually within 24 hours was an important factor in maintaining our operating hours

<b>Year</b>	<b>No. of Vouchers / Referrals</b>	<b>Adults</b>	<b>Children</b>	<b>Total</b>	<b>Meals Provided</b>
2015 - 2016	300	420	232	652	5,686
2016 - 2017	298	372	187	559	5,031
2017 -	366	594	345	849	7,641

2018					
2018 - 2019	484	647	495	1,142	10,278
2019 - 2020	544	652	736	1,388	15,492
2020 - 2021	837	1,137	888	2,025	42,525
2021 - 2022	704	1,011	800	1,811	38,031
2022-2023	776	1,169	954	2,123	44,583
<b>2023-2024</b>	<b>820</b>	<b>1,190</b>	<b>860</b>	<b>2,050</b>	<b>43,050</b>

We support all ages and families and individuals. As part of the process of supporting clients we upload information to the confidential Data Collection System maintained by the Trussell Trust. This anonymous data provides us with an insight to the circumstances of our clients and the primary reason for their referral.

Some clients only need support for a short while whilst they are starting a new job or their benefits are getting sorted, but there are some clients who find they need help for during periods where they have poor health (primarily mental ill-health) or sudden unexpected expenditure such as urgent bills for repairs etc.

In 2023-24 (last year) we helped 305 households across Rutland.

In all we received 820 referrals. 121 (15%) of these were new households who had not previously needed help from the foodbank.

We distributed 31,300 kg of donations. The ingredients we distributed were enough to provide just over 43,000 meals.

Nearly 40% of households only needed one voucher but some needed more.

27% of our vouchers were for households where someone was working but still struggling to afford food.

57% of our vouchers were for households which included children

If we count up the number of individuals as parcels it is equivalent to 1,187 adults & 850 children (plus their pets).

<b>Age Group</b>	<b>No. of Parcels</b>
Adults (17-24 yrs)	210
Adults (25-34 yrs)	321

Adults (35-44 yrs)	292
Adults (45-54 yrs)	194
Adults (55-64 yrs)	117
Adults (65-74 yrs)	35
Adults (75+ yrs)	16
Children (0-4 yrs)	233
Children (5-11 yrs)	341
Children (12-16 yrs)	276
<b>Totals</b>	<b>2,037</b>

<b>Size of Family</b>	<b>No. of Referrals</b>
Couple	134
Multi-Adult	155
Single Adult	304
Single Parent	227
<b>Totals</b>	<b>820</b>

### **Purchased Items**

We continued to purchase fresh potatoes, onions, carrots and apples from Oakham market. In addition, we purchased fresh bread, eggs, cheese and spread so that every household receiving an emergency parcel had these fresh items if they wanted them.

We also used some of the financial donations to purchase additional food and toiletries when we began to distribute more than we were receiving.

### **Collection Points**

Our collection baskets in supermarkets and churches and other local venues help us to collect a range of donations.

The Village Collection Scheme remains a much valued source of donations. We continue to be well supported and would like to record our thanks to each of the thirteen village coordinators who share and update the local community with the Wish List.

### **Food and Toiletries Donations**

We've continued to use Facebook as our main social media again this year. Posting our shortages and Wish Lists helps highlight items which we would like donated.

Again we've been pleased to receive donations of dog and cat food during the year which has meant we've been able to support Rutland residents to keep their pets.

The breakdown of where our food and toiletries donations were collected from shown below:

<b>Donors (Food &amp; Toiletries)</b>	<b>Weight (kg)</b>
Churches	1,785
Community Collections (Villages)	2,818
Co-op Stores Oakham (Braunston Rd & Burley Rd)	1,672
Individuals	2,601
Lidl	1,382
Aldi - Neighbourly & Community Basket	610
QD Stores	64
Local Businesses & Organisations	188
Rutland Charities & Community Grps	578
Schools	2,265
Tesco	8,541
Uppingham (various sites)	736
<b>Totals</b>	<b>23,240</b>

We received nearly 24,000 kg of donations during the year. Our thanks are sent to everyone who has helped us. A true reflection of the community spirit we have in Rutland.

Although we experienced a drop in donations made for the supermarket, church, and school collection baskets. We were delighted to see that wish lists that we produce are helping people understand what items we would like donated. We have core items that we always need as these form the basics in the emergency food parcels we prepare.

The Oakham Tesco store is a Permanent Collection Point (PCP) within the Tesco/Trussell Trust network. The benefit of this is the additional financial donation given by Tesco Corporate based upon the weight of donations collected. This added £1,838 to our income.

We wish to extend our grateful thanks to our wonderful donors who arranged collections during the year of food & toiletries.

### **Seasonal Donations**

During the year we had generous donations from individuals, schools and churches for Easter, Harvest and Christmas which helped us keep our stocks up and share some treats to households. It was lovely to see so many more churches and schools able to hold Harvest services in all they contributed nearly 1,000 kg of donations.

### **Financial Inclusion Project**

Following a grant application made to the main Trussell Trust Charity in 2022, trustees were pleased to establish a Financial Inclusion Project for Foodbank clients.

The works in partnership with Citizens Advice Rutland (CAR). The CAR advisors offer a wraparound support to Foodbank clients. The main purpose of the project is to maximise household income by identifying areas where income can be gained in the hope that the client will be able to move away from Foodbank use and regain control over person expenditure.

The project has been funded for three years and it is already demonstrating significant financial gains on behalf of Foodbank clients

The CAR advisors can assist clients with other issues such as debt management and signposting to help for managing physical and mental health conditions, if they are not already getting specific support.

As we entered year two of our Financial Inclusion Project the data continues to support the wraparound offer ensuring Foodbank clients get additional help to ensure they are receiving the appropriate benefits allowances and grants that are available.

Here are a few of the quotes from the client who used the service in the year.

- “It was a lifesaver – We had a proper meal, my daughter got colouring books in the pack – it was a lovely surprise.”
- “It was a great relief to get the help you put my life back to normal.”
- “It was right at the time, the service was kind.”
- “The food suited my needs. I felt the service non-judgemental.”

In conjunction with the Rutland Refill CIC Café we also were able to play forward vouchers that their paying customers had bought to give to others in need. The below quote demonstrates how something simple can make a big difference to someone else

- “I really liked, the voucher for a cup of coffee in the food parcel it made me feel like an ordinary person who could do ordinary things without being judged and it was lovely.”

### **Christmas Gift Cards**

For Christmas 2023 Trustees decided that to help our clients maintain their independence we would offer them a way of choosing their own treats. To that end we purchased Tesco Gift Cards (the value ranged from £25-£50) depending upon the household size.

We offered cards to households who had received at least one emergency parcel since October 2023 until we closed on December 22<sup>nd</sup>. We contacted clients beforehand to explain the process and to get them to sign for their Gift Card. £4,310 was distributed to 137 households.

As we had held a very successful Tesco Winter Collection weekend and received festive donations from a number of local churches, villages, individuals, schools and companies who collected for our Reverse Advent Calendar we used those donations to prepare a bags of Christmas treats for these clients.

## **Approaching 2024-25**

As 2024 began we noticed a decline in the weight of food and toiletry donations we received at the same time as the number of referrals increased. Fortunately, our financial reserves helped us purchase food and toiletries to offset distribution to households in need.

In addition, we continued to offer new clients support via the Financial Inclusion Project, if they wished. The volunteers continued to reach out, by including non-food items in the parcels to help these included small toys & colouring books, and a warm blanket for every new household.


We know that the operation of the foodbank needs to maintain the flexibility that had been so apparent during the pandemic and after. Our volunteers maintained their resilience and continued to deal with challenges as they arose, a magnificent team effort.

To end our report we wish to reiterate our thanks to everyone involved with the operation of the Rutland Foodbank Charity and all those who give their support, it is so appreciated.

Signed:   
Print Name: Ali Wainwright MBE

Date: **24/01/2025**

Position: Trustee, Chair

Signed:   
Print Name: Colin Keal

Date: **24/01/2025**

Position: Trustee, Treasurer

**Rutland Foodbank**

Registered Charity No 1158460

[www.rutland.foodbank.org.uk](http://www.rutland.foodbank.org.uk)

[info@rutland.foodbank.org.uk](mailto:info@rutland.foodbank.org.uk)

Telephone Number 07582 783363

# RUTLAND FOODBANK

## Income & Expenditure Account 1st April 2023 - 31st March 2024

<b>RECEIPTS</b>	Unrestricted	Restricted	2023/24	2022/23
<b>Income from Donations and legacies</b>				
Gift Aid Claimed	6,132		6,132	4,732
Grant Income	340	23,877	24,217	27,318
Other Donations	33,381		33,381	41,072
Regular Donations	18,860		18,860	19,461
<b>Investment Income</b>				
Interest Received	2,261		2,261	578
<b>Other Income Resources</b>				
Other Income			-	
<b>Total Receipts</b>	<b>60,974</b>	<b>23,877</b>	<b>84,851</b>	<b>93,161</b>
<b>PAYMENTS</b>				
<b>Charitable Activities</b>				
<b>Charity Management &amp; Administration</b>				
Advertising	40		40	
Bank Charges	60		60	80
Computer Services	186		186	186
Insurance	2,462		2,462	2,238
Licence & Subscriptions	35		35	35
Office Expenses	20		20	67
Postage	25		25	113
Printing & Stationery	262		262	600
Sundry Expenses	441		441	671
Telephone	2,167		2,167	1,225
<b>Food Parcels</b>				
Food Supplies	9,580		9,580	8,562
Miscellaneous Supplies	6,956		6,956	2,928
Toiletries	1,055		1,055	901
<b>Financial Inclusion Project</b>				
Grants		20,448	20,448	9,500
<b>Service Delivery</b>				
Donations Made	6,000		6,000	2,000
Other Equipment			-	
Other Safety Costs			-	90
Premises				
Cleaning			-	
Fire/Electrical Safety	183		183	268
Fittings			-	162
Heating/ Lighting	5,312		5,312	887
Rent	16,687		16,687	16,000
Repairs	1,238		1,238	225
Water Rates	106		106	109
<b>Sundry Distribution Costs</b>				
Packaging Costs			-	766
Transport Costs	6,160		6,160	5,485
<b>Support Costs</b>				
Safeguarding	49		49	145
Training			-	130
<b>Expenditure on Raising Funds</b>				
Just Giving Processing Fee	216		216	360
Just Giving Transaction Fee	248		248	159
Purchase of Fixed Assets				
<b>Total Payments</b>	<b>59,488</b>	<b>20,448</b>	<b>79,936</b>	<b>53,892</b>
All Receipts	60,974	23,877	84,851	93,161
All Payments	59,488	20,448	79,936	53,892
Net Movement in Funds	1,486	3,429	4,915	39,269
Total Funds Brought Forward	100,880	12,197	113,077	73,808
Total Funds Carried Forward	102,366	15,626	117,992	113,077

## RUTLAND FOODBANK

### Income & Expenditure Account 1st April 2023 - 31st March 2024

<b>RECEIPTS</b>	Unrestricted	Restricted	2023/24	2022/23
<b>Income from Donations and legacies</b>				
Gift Aid Claimed	6,132		6,132	4,732
Grant Income	340	23,877	24,217	27,318
Other Donations	33,381		33,381	41,072
Regular Donations	18,860		18,860	19,461
<b>Investment Income</b>				
Interest Received	2,261		2,261	578
<b>Other Income Resources</b>				
Other Income			-	
<b>Total Receipts</b>	<b>60,974</b>	<b>23,877</b>	<b>84,851</b>	<b>93,161</b>
<b>PAYMENTS</b>				
<b>Charitable Activities</b>				
<b>Charity Management &amp; Administration</b>				
Advertising	40		40	
Bank Charges	60		60	80
Computer Services	186		186	186
Insurance	2,462		2,462	2,238
Licence & Subscriptions	35		35	35
Office Expenses	20		20	67
Postage	25		25	113
Printing & Stationery	262		262	600
Sundry Expenses	441		441	671
Telephone	2,167		2,167	1,225
<b>Food Parcels</b>				
Food Supplies	9,580		9,580	8,562
Miscellaneous Supplies	6,956		6,956	2,928
Toiletries	1,055		1,055	901
<b>Financial Inclusion Project</b>				
Grants		20,448	20,448	9,500
<b>Service Delivery</b>				
Donations Made	6,000		6,000	2,000
Other Equipment			-	
Other Safety Costs			-	90
Premises				
Cleaning			-	
Fire/Electrical Safety	183		183	268
Fittings			-	162
Heating / Lighting	5,312		5,312	887
Rent	16,687		16,687	16,000
Repairs	1,238		1,238	225
Water Rates	106		106	109
<b>Sundry Distribution Costs</b>				
Packaging Costs			-	766
Transport Costs	6,160		6,160	5,485
<b>Support Costs</b>				
Safeguarding	49		49	145
Training			-	130
<b>Expenditure on Raising Funds</b>				
Just Giving Processing Fee	216		216	360
Just Giving Transaction Fee	248		248	159
Purchase of Fixed Assets				
<b>Total Payments</b>	<b>59,488</b>	<b>20,448</b>	<b>79,936</b>	<b>53,892</b>
All Receipts	60,974	23,877	84,851	93,161
All Payments	59,488	20,448	79,936	53,892
Net Movement in Funds	1,486	3,429	4,915	39,269
Total Funds Brought Forward	100,880	12,197	113,077	73,808
Total Funds Carried Forward	102,366	15,626	117,992	113,077

## RUTLAND FOODBANK

### Statement of Assets & Liabilities as at 31st March 2024

	2024	2023
	£	
<b>Cash at Bank and in Hand</b>		
Bank Balances		
CAF Bank (cash)	8,513	17,969
CAF BANK (gold)	80,483	70,333
CAF BANK (gold)	17,044	14,085
<b>Petty Cash &amp; Cards</b>	82	90
<b>Shawbrook Bank - 60 day notice</b>	10,000	10,000
<b>CAF Vouchers</b>	1,870	600
<b>Net Assets</b>	<b>117,992</b>	<b>113,077</b>
<b>Total Funds</b>		
<b>Restricted Funds</b>		
Christmas Hampers	1,124	1,124
Toiletries	132	132
Covid 19	142	142
Financial Inclusion Project	14,228	10,800
<b>Total Restricted Funds</b>	<b>15,626</b>	<b>12,198</b>
<b>General Fund</b>	102,366	100,879
	<b>117,992</b>	<b>113,077</b>

Note: Assets retained for the charities own use include office equipment, refrigerators, shelving and a delivery van.

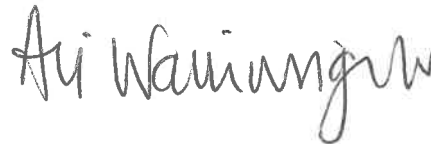
Approved at a meeting of the Trustees held on

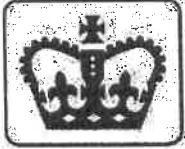
02 January 2025

Colin Keal  
Treasurer



Ali Wainwright M.B.E.  
Chairperson





**Report to the trustees/  
members of**

Charity Name

RUTLAND FOODBANK

**On accounts for the year  
ended**

31<sup>ST</sup> MARCH 2024

Charity no  
(if any)

1158460

**Set out on pages**

1 and 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended ~~31 / 03 / 2024~~

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

*I Grimley*

Date:

8-1-25

Name:

IAN GRIMLEY

**Relevant professional  
qualification(s) or body  
(if any):**

ACCA

Address:

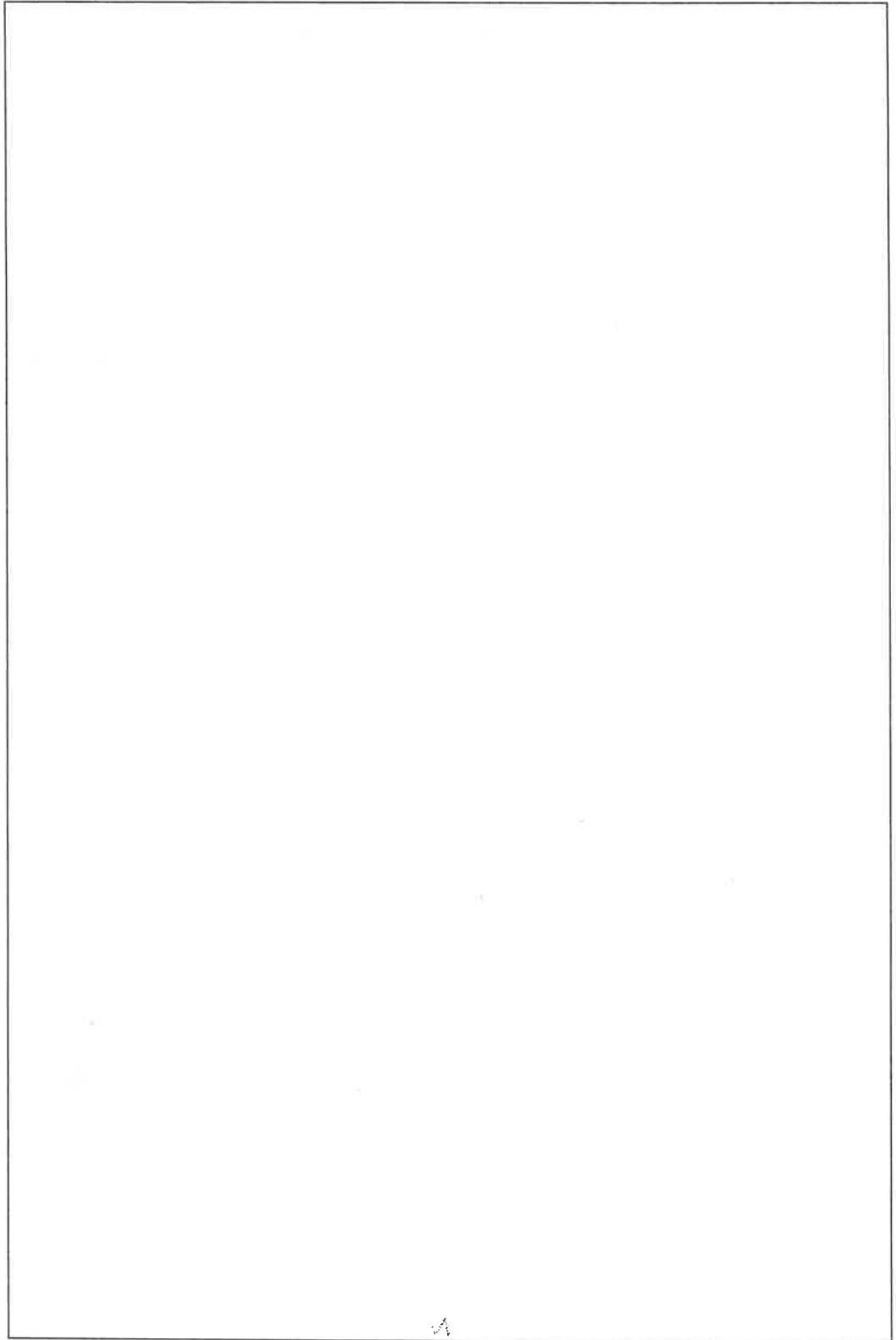
37 NORTHAGE CLOSE

QUORN

LEICESTERSHIRE, LE12 8AT

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



**RUTLAND FOODBANK**

England & Wales - Charity number 1158460

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# Accounts

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## **Rutland Foodbank Annual Meeting**

**4th September 2022 at 2.00 pm, 36 Melton Road, Oakham**

### **Trustees' Report 2022-2023**

#### **Foodbank Objective**

*.. the prevention or relief of poverty or financial hardship of people living in Rutland and neighbouring districts by providing food and other items and services, information. Advice, education and supporting in such other ways as the trustees shall from time to time see fit (July 2014)*

#### **Chair of Trustees Report, Ali Wainwright**

I'm pleased to introduce the annual report for the Rutland Foodbank for the year 2022-2023. If we look back to April 2022 we were beginning to re-adjust to post-pandemic living. However, demand for support from the Foodbank continued and gained pace during the year as we were all affected by increasing costs. Rises in gas and electricity costs were followed quickly by increasing food costs. Rising inflation impacted upon many households and resulted in increasing number of referrals. Fortunately the operational model we had developed during the pandemic meant that the volunteers were able to respond to the rising needs.

Once again I am indebted to my fellow trustees and all the volunteers for their help and support during this year. Their continued resilience and focus meant that we were able to respond to referrals in a timely way.

2022-23 was another challenging year but the Rutland Foodbank has built on its sure foundations to become a resource for many and well-regarded by Rutland residents.

### **The Trustees in post 2022-2023 were:**

Ali Wainwright, Chair

Sue Brown

Dee Burton (appointed July 2022)

Vaughan Gilbert

Michael Masters, Treasurer

Trustees recruited a new colleague Dee Burton during the year. Dee has volunteered with Foodbank for a number of years and had supported our project manager during the pandemic. She brings a wealth of experience to the board. Her background in business and volunteering brings additional skills to the team.

Three trustees came to the end of their 3-year tenure, Ali Wainwright, Vaughan Gilbert and Michael Masters all indicated that they were willing to continue a further term, this was supported by fellow trustees.

### **Working with the Trussell Trust**

We continue to be supported at a Regional and National level by experienced staff from the Trussell Trust. The online access to resources and specific advice is continuing to prove helpful. As the restrictions on gatherings meetings were easing there were opportunities to meet volunteers and staff from local foodbanks to share good practice and problem-solve.

Two trustees attended the Regional Forum in Nottingham, an opportunity to reflect on the impact of the pandemic, and also to discuss the impending cost of living crisis and to consider how to highlight the hardships so many face daily.

All foodbanks are working jointly towards a time when they are no longer needed so an understanding of the 'Guarantee our Essentials' campaigning by the Trussell Trust, supported by many other charities, was helpful in thinking about to work with other local groups and charities and Rutland County Council.

## Finance Report

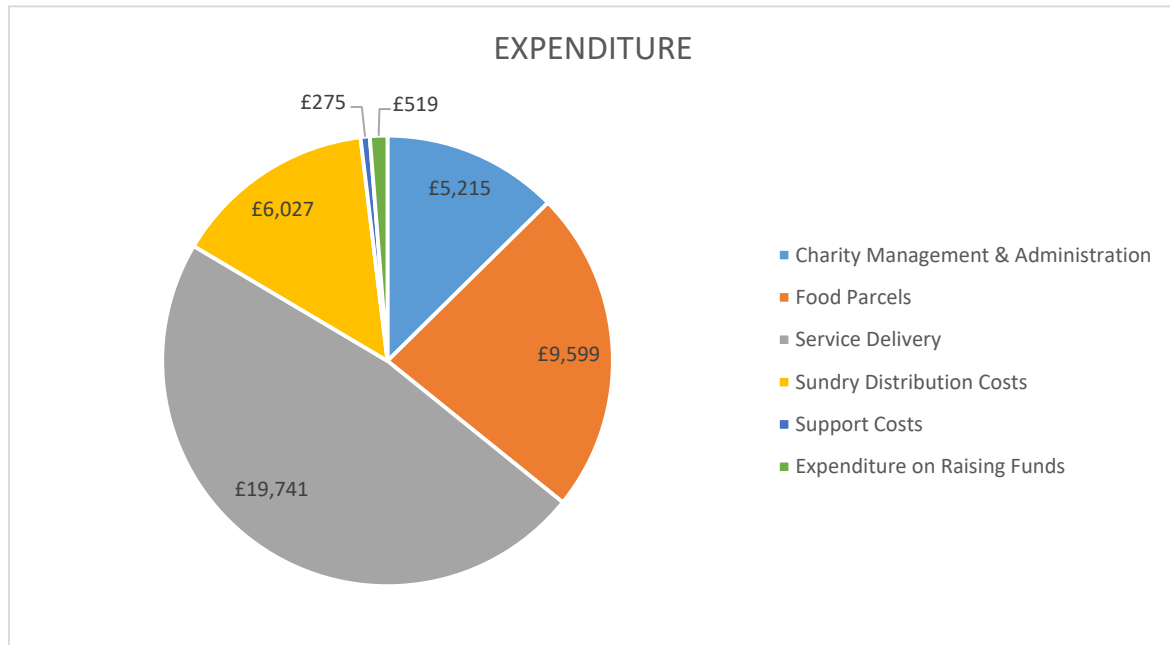
The Annual Accounts accompany this report and thanks are given to Andrew Gilbert who carried out an independent examination.

The income for the year was still very high with other donations almost double the previous year's figure. We also received a large grant from the Trussell Trust as restricted income to be used in connection with the new Financial Inclusion Project. Further information about the donations is given below.

Expenditure out of the general fund was very similar to the previous year (£41,376 against £39,306). Restricted expenditure was much increased due to the Financial Inclusion Project and also due to a donation specifically to pay for throws distributed as part of a Christmas gift.

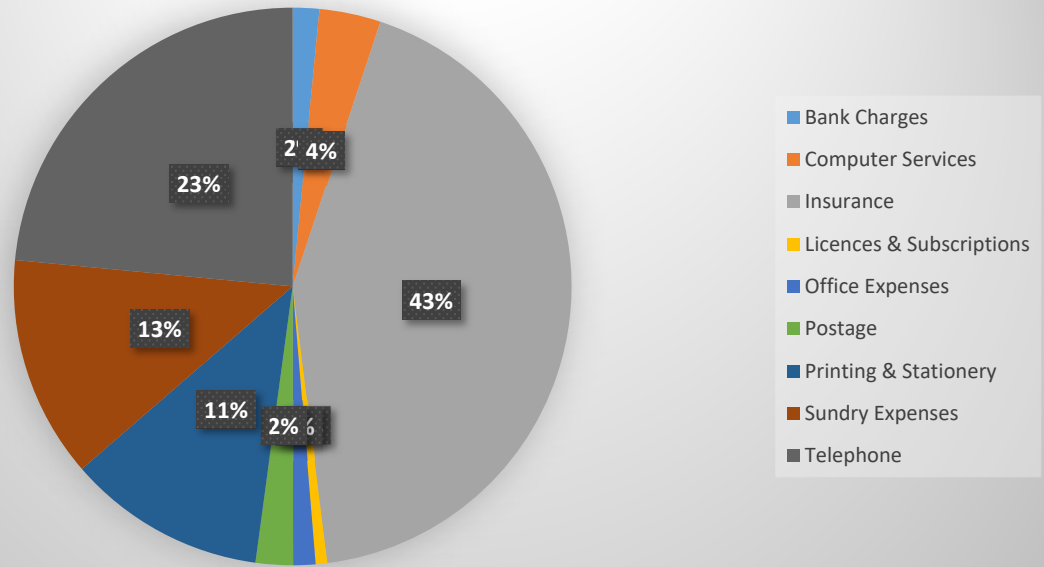
This chart shows the distribution of the general fund costs:

These costs can be analysed further:



The administration costs remain similar to the previous year, with insurance and telephone costs making the largest cost.

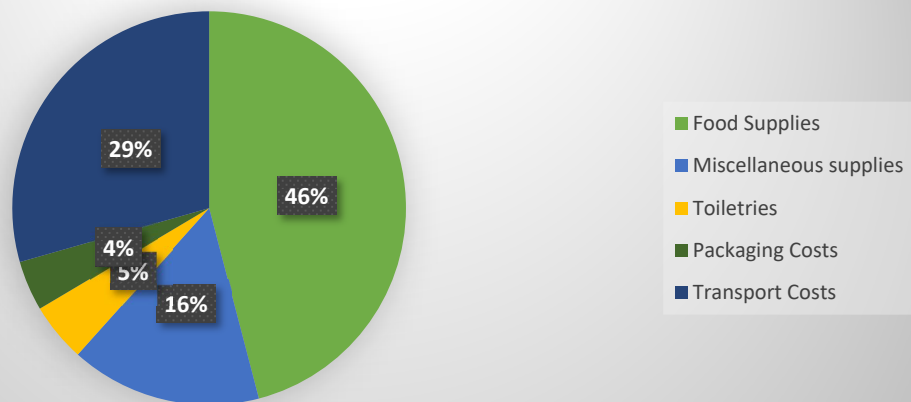
## ADMINISTRATION COSTS



Premises costs totalled £17,651 of which £16,000 was paid in rent.

The year saw the continued and regular use of van deliveries of seven day supplies including purchased fresh food. The cost of food purchases increased from £4,063 to £8,562. The cost of miscellaneous supplies was largely covered by a restricted donation.

## Deliveries



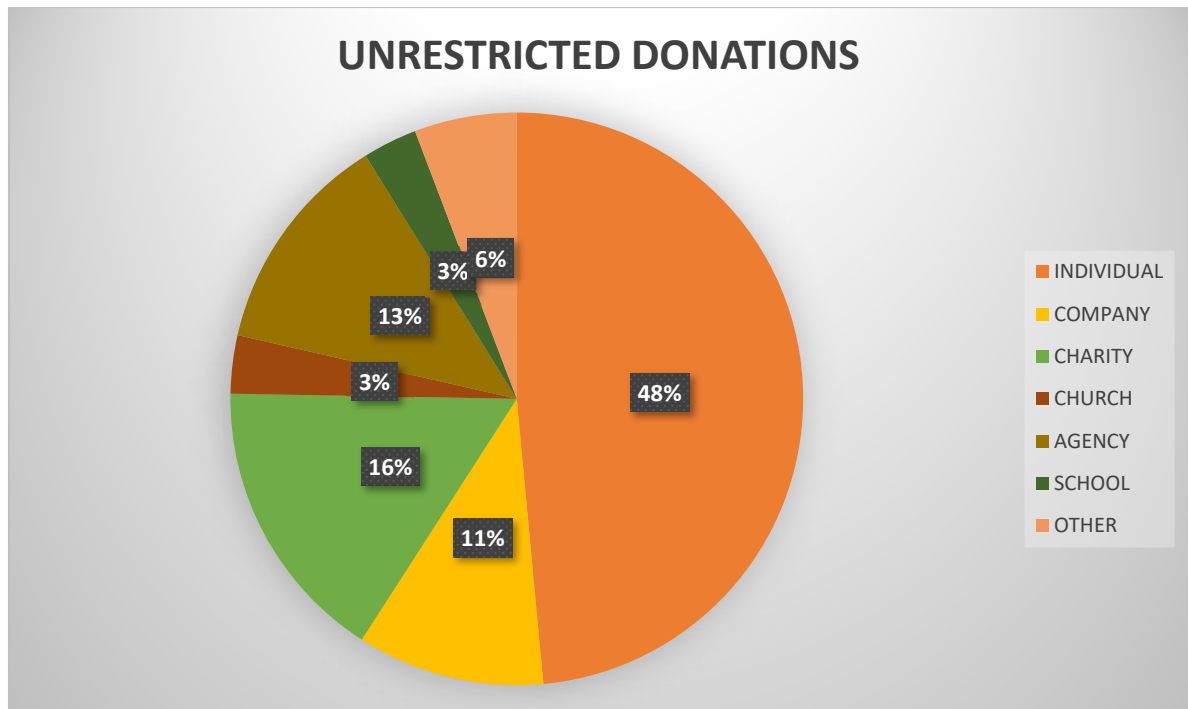
The net result for the year reserves had risen to £100,879, which is higher than the Trustees deem to be the minimum required. These reserves represent just under 2½ year's expenditure. Although the future is still uncertain and the day to day costs are higher than previous years,

the Trustees are not looking to increase income and are declining offers of grants and other funding.

Apart from the onward transfer of two quarterly payments to Citizens Advice Rutland in connection with the Financial Inclusion Project, the Trustees also approved a further grant of £2000 to Citizens Advice Rutland to enable an extension to the service offered.

**Donations and Grant Income**

Monetary unrestricted donations were received from 100 named individuals plus an unknown number who gave anonymously, 11 Companies, 7 other Charities, 11 Churches 2 Schools and 10 other groups. Donations were also made via fundraisers including CAF, Give As You Live, Just Giving and PayPal. The total received was £65,700. In addition, Gift Aid amounting to £4,732 was reclaimed during the year.



In addition restricted income totalling £23,050 was received from two charities and one other source in connection with Financial Inclusion Project and the Christmas “Hampers”.

There were quite a number of specific fundraising events. Probably the scariest was watching a team from Henry Spain Finance doing Fire Walking, we're pleased to report none of the fundraisers ended up with scorched feet.

We also received donations from the Rutland Antiques and Art Centre in Uppingham, D'Ukes of Rutland (local ukulele players), the Rutland Morris Men, the Uppingham and Oakham Rotary Clubs, The Rutland Lions and various other groups.

Fundraising events included The Chater Community Choir Christmas Concert (and food collection) and a Carols by Candlelight concert performed by Arts for the Heart of England in All Saints Church, Oakham arranged by the Lord Lieutenant

Again a number of local individuals undertook significant personal challenges.

We are so pleased that they all chose the Foodbank as their recipient.

## **Volunteers**

Once again we have to record our thanks to everyone who has volunteered during the year. It would be impossible to help as many people as we do without the wonderful team who give their time so freely. Their energy and kindness helps create a charity that truly cares for those experiencing poverty.

During the year we bade farewell to a number of our volunteers who were moving away. Our thanks to them for their help.

We were fortunate in recruiting a handful of new volunteers to help us across our activities. We welcome them and look forward to the support and input.

We also re-started volunteer training events and were pleased that 13 of them gained accredited training in Basic Life Support and use of an automatic defibrillator

All our volunteers have continued to display remarkable resilience and flexibility whilst undertaking the collecting, sorting, dating, shelving, picking and packing tasks.

## **Communications and networking**

During the year volunteers from the Foodbank have worked with other groups and organisations to raise awareness.

Trustees have undertaken talks to the Scouts, Beavers, Schools, Mothers Union and Rutland charities. This has been an opportunity to raise awareness of the need for the Foodbank explaining how we support local families and households. Many of these groups have also been collecting donations for us and we are very grateful for their support.

## **Deliveries**

Clemmie (the bright orange van) made it through her MOT with a couple of minor repairs and some new tyres (just in time for a couple of snowy days). During the year we made over 750 deliveries and used the van for picking up the donations from local collection baskets in supermarkets, churches and from the villages etc. Having our own transport has given us much more flexibility in delivering and collecting donations during the year. The van's mileage was around 5,200 during the year.

## **Referrals**

We continued to work with referrers using the Trussell Trust online voucher / referral system and issued a 7-day food and toiletries pack. There were a range of referrers but the main ones remained frontline staff from Rutland County Council, Citizens Advice Rutland, local support agencies, schools and churches. As clients no longer had to attend in person and we continued to call them prior to packing to discuss food allergies, whether they needed nappies, pet food etc. It also allowed the team to discuss delivery arrangements.

We received 776 referrals in 2022-2023, fewer than the first year of the pandemic but more than 2021-2022.

## **Financial Inclusion project**

Following a grant application made to the main Trussell Trust Charity, trustees were pleased to establish a Financial Inclusion Project for Foodbank clients.

The project began in November 2022 working in partnership with Citizens Advice Rutland (CAR). The CAR advisors are working to offer a wraparound support to Foodbank clients.

The main purpose of the project is to maximise household income by identifying areas where income can be gained in the hope that the client will be able to move away from Foodbank use and regain control over person expenditure.

The CAR advisors also assist clients with other issues such as debt management and signposting to help for managing physical and mental health conditions if they are not already getting specific support.

The project has been funded for three years and at the moment the data received is demonstrating significant financial gains on behalf of Foodbank clients

### **Activity**

Although we were not as busy as 2020-2021 (the first year of the pandemic) we still operated with packing and delivering five days a week and were busier than last year. Some of the sessions were busier than others but the ability to respond to a request for help usually within 24 hours was an important factor in maintaining our operating hours

<b>Year</b>	<b>No. of Vouchers / Referrals</b>	<b>Adults</b>	<b>Children</b>	<b>Total</b>	<b>Meals Provided</b>
2015 - 2016	300	420	232	652	5,686
2016 - 2017	298	372	187	559	5,031
2017 - 2018	366	594	345	849	7,641
2018 - 2019	484	647	495	1,142	10,278
2019 - 2020	544	652	736	1,388	15,492
2020 - 2021	837	1,137	888	2,025	42,525
2021 - 2022	704	1,011	800	1,811	38,031
<b>2022- 2023</b>	<b>776</b>	<b>1,169</b>	<b>954</b>	<b>2,123</b>	<b>44,583</b>

As part of the process of supporting clients we upload information to the confidential Data Collection System maintained by the Trussell Trust. This anonymous data provides us with an insight to the circumstances of our clients and the primary reason for their referral.

By far the biggest issue are the number of clients who have low incomes. Unfortunately this category is not sub-divided so it's not possible to ascertain the primary reason for low income. Some clients only need support for a short while whilst they are starting a new job or their benefits are getting sorted but there are some clients who find they need help for during periods where they have poor health (primarily mental ill-health) or sudden unexpected expenditure such as urgent bills for repairs etc.

<b>Crisis (Primary Cause)</b>	<b>No. Vouchers</b>	<b>Adults</b>	<b>Children</b>	<b>Total</b>
Benefit Changes	26	38	49	87
Benefit Delays	18	29	34	63
Child Holiday Meals	6	9	15	24
Debt	33	47	40	87
Delayed Wages	10	14	12	26
Domestic Violence	12	16	21	37
Homeless	13	21	3	24
Low Income	597	878	680	1,558
Other	50	79	81	160
Sickness	29	38	19	158
<b>Total</b>	<b>776</b>	<b>1,169</b>	<b>954</b>	<b>2,123</b>

We support all ages and families and individuals. Again the database enables us to understand more about the people we help

<b>Age Group</b>	<b>No. Of People</b>
Adults (17-24 yrs)	221
Adults (25-64 yrs)	890
Adults (over 65 yrs)	48
Children (0-4 yrs)	273
Children (5-11 yrs)	422
Children (12-16 yrs)	259
<b>Totals</b>	<b>2,123</b>

<b>Size of Family</b>	<b>No. Vouchers</b>
Couple	53
Family	175
Other*	69
Single	241
Single Parent	238
<b>Totals</b>	<b>776</b>

\*Other – A household with at least 3 adults (usually multi-generational)

### **Purchased Items**

During the year trustees made the decision to not to renew the membership of the FairShare charity that used to supply fruit and veg weekly that would otherwise gone to landfill this was because there were times when what was sent didn't really meet the needs of our clients so we ended up creating food waste.

A decision was made to purchase from the Oakham Market, fresh potatoes, onions, carrots and apples. In addition, we continued purchasing fresh bread, eggs, cheese and spread so that every household receiving an emergency pack had these fresh items

We also used some of the financial donations to purchase additional food and toiletries when we began to distribute more than we were receiving.

### **Collection Points**

Our collection baskets in supermarkets and churches and other local venues help us to collect a range of donations.

The Village Collection Scheme remains a much valued source of donations. This year we had to revise the collection schedule so that we visit each village once a month rather than fortnightly due to the cost of fuel. We continue to be well supported and would like to record our thanks to each of the village coordinators who share and update the local community with the Wish List.

## Food and Toiletries Donations

We've continued to use Facebook as our main social media again this year. Posting our shortages and Wish Lists helps highlight items which we would like donated.

Again we've been pleased to receive donations of dog and cat food during the year which has meant we've been able to support Rutland residents to keep their pets.

The breakdown of where our food and toiletries donations were collected from shown below:

<b>Donors (Food &amp; Toiletries)</b>	<b>Weight (kg)</b>
Churches	1,539.70
Community Collections (Villages)	4,045.89
Co-op Stores Oakham (Braunston Rd & Burley Rd)	2,981.20
FareShare E Midlands (Charity)	4,487.55
Individuals	3,327.35
Lidl	1,288.80
Aldi – Neighbourly & Community Basket	483.34
QD Stores	109.26
Local Businesses & Organisations	484.41
Other Donors	40.00
Rutland Charities & Community Grps	454.67
Schools	2,312.85
Tesco	11,635.52
Uppingham (various sites)	1,524.85
<b>Totals</b>	<b>34,715.39</b>

We received nearly 35,000 kg of donations during the year. Our thanks are sent to everyone who has helped us. A true reflection of the community spirit we have in Rutland.

Although we experienced a slight drop in donations made for the supermarket, church, and school collection baskets. We were delighted to see that wish lists that we produce are helping people understand what items we would like donated. We do have core items that we always need as these form the basics in the emergency food packs. We prepare.

The Oakham Tesco store is a Permanent Collection Point (PCP) within the Tesco/Trussell Trust network. The benefit of this is the additional financial donation given by Tesco Corporate based upon the weight of donations collected. This added £1,838 to our income.

We wish to extend our grateful thanks to our wonderful donors who arranged collections during the year of food & toiletries. These include:

- Numerous individuals and families
- Local groups and charities including The Oakham Beavers, Uppingham Guides, Rutland Armed Forces & Veterans Breakfast Club, Oakham Rangers, Nordic Walkit, Chater Community Choir, Uppingham Cricket Club, Tilton Ladies, Uppingham Sports Centre, Oakham Rotary, Uppingham Rotary, Rutland Lions, Loddington WI and Barrowden and Wakerley WI
- Local businesses including Oakham Grange Care Home, The Angler, McDonalds staff, Home Straight staff, Screwfix staff, CPO Projects staff, Arnold Wills staff, Zeeco staff, Hegartys staff and Cadburys
- Local schools, academies and colleges including UCC (Aquila House), Brooke Priors, Harington College, Oakham School, Langham Primary, Cottesmore Academy, Cottesmore Primary, Burley Road CofE, Empingham, Great Casterton, Leighfield, English Martyrs, Exton & Greetham, Brooke Hill and Knossington Grange
- Local churches including Egleton, Braunstone, Langham, Preston, Oakham Congregational, Preston, Belton, Oakham All Saints, Empingham, Tilton, The Quakers, Bisbrooke, Cavendish Gospel, Wing, Whissendine, Edith Weston Greetham, New Apostolic Church, Corby, Market Overton Free Church, Empingham Methodists, Market Overton, the Rutland Water Benefice, Whitwell, Oakham Methodists and Oakham Baptists

*Our sincere apologies if we have missed any groups, schools, churches and organisations.*

### **Seasonal Donations**

During the year we had generous donations from individuals, schools and churches for Easter and Harvest and Christmas which helped us keep our stocks up and share some treats to households. It was lovely to see so many more churches and schools able to hold Harvest services in all they contributed nearly 1,000 kg of donations.

## **Christmas Goody Bags**

Once again, we were able to share some joy to households over the Christmas period by packing and delivering Christmas Goody bags. We were delighted to receive a donation of £2,500 from The Rutland Lions that we used to purchase warm throws. We were aware that many households were facing the heat or eat dilemma the throws were chosen to help keep everyone warm during the winter months.

Again we held a very successful Tesco collection weekend and receiving donations from a number of local individuals, schools and companies who collected for our Reverse Advent Calendar we were able to provide a range of food treats but also small Christmas decorations and small gifts. The Uppingham Rotary Club donated a wide range of craft materials.

We packed nearly 300 goody bags, one for every household we had supported since January 1<sup>st</sup> 2022. It was a superb piece of teamwork with a team of dedicated volunteers sorting Christmas treats (sweet & savoury), small toys & stocking fillers, toiletry gift sets, colouring books etc and packing to suit the household size and trying to match to the ages of the children and adults.

Distribution took place over a few weeks. We were helped massively by a handful of our volunteers and their families who undertook deliveries to clients across the county.

## **Approaching 2023-24**

As 2023 began we noticed a decline in the weight of food and toiletry donations we received at the same time as the number of referrals increased. Fortunately, our financial reserves helped us purchase food and toiletries to offset distribution to households in need.

In addition, to ensuring new clients were supported by the Financial Inclusion Project, if they wished, the volunteers continued to reach out, by including non-food items in the pack ups to help these included small toys colouring books, and for every new household, one of the warm throws we had sourced for the Christmas bags

As we approached the end of our year we knew that the operations of the foodbank needed to maintain the flexibility that had been so apparent during the previous months. Our volunteers maintained their resilience and continued to deal with challenges that arose.

To end our report we wish to reiterate our thanks to everyone involved with the operation of the Rutland Foodbank Charity and all those who give their support, it is so appreciated.

Signed: 

Date: 04-09-2023

Print Name: Ali Wainwright, MBE

Position: Trustee, Chair

Signed: 

Date: 4 September 2023

Print Name: Michael Masters

Position: Trustee, Treasurer

**Rutland Foodbank**

Registered Charity No 1158460

[www.rutland.foodbank.org.uk](http://www.rutland.foodbank.org.uk)

[info@rutland.foodbank.org.uk](mailto:info@rutland.foodbank.org.uk)

Telephone Number 07582 783363

## RUTLAND FOODBANK

Receipts and Payments Account 1st April 2022 - 31st March 2023

	Unrestricted	Restricted	Total Funds	
	£	£	2022/23 £	2021/22 £
<b>RECEIPTS</b>				
Income from Donations and Legacies				
Gift Aid Claimed	4,732		4,732	7,891
Grant Income	4,518	22,800	27,318	1,680
Other Donations	40,822	250	41,072	22,395
Regular Donations	19,461		19,461	16,073
Investment Income			-	
Interest Received	578		578	96
Other Incoming Resources			-	
Other Income			-	
<b>Total Receipts</b>	70,111	23,050	93,161	48,135
<b>PAYMENTS</b>				
Charitable Activities				
Charity Management & Administration				
Advertising			-	
Bank Charges	80		80	96
Computer Services	186		186	186
Insurance	2,238		2,238	2,384
Licences & Subscriptions	35		35	40
Office Expenses	67		67	77
Postage	113		113	
Printing & Stationery	600		600	456
Sundry Expenses	671		671	140
Telephone	1,225		1,225	1,225
Food Parcels			-	
Food Supplies	8,562		8,562	4,063
Miscellaneous supplies	228	2,700	2,928	558
Toiletries	809	92	901	537
Financial Inclusion Project				
Grants		9,500	9,500	
Service Delivery			-	
Donations made	2,000		2,000	1,000
Other Equipment			-	130
Other Safety costs	90		90	157
Premises			-	
Cleaning			-	
Fire/Electrical Safety	268		268	88
Fittings	162		162	68
Heating/Lighting	887		887	2,700
Rent	16,000		16,000	16,000
Repairs	225		225	372
Water Rates	109		109	73
Sundry Distribution Costs			-	
Packaging Costs	542	224	766	590
Transport Costs	5,485		5,485	7,607
Support Costs			-	
Safeguarding	145		145	129
Training	130		130	
Expenditure on Raising Funds			-	
Just Giving Processing Fee	360		360	400
Just Giving Transaction Fee	159		159	406
Purchase of Fixed Assets				
<b>Total Payments</b>	41,376	12,516	53,892	39,482
All Receipts	70,111	23,050	93,161	48,135
All Payments	41,376	12,516	53,892	39,482
Net Movement in Funds	28,735	10,534	39,269	8,653
Total Funds Brought Forward	72,145	1,663	73,808	65,155
<b>Total Funds Carried Forward</b>	100,880	12,197	113,077	73,808

## RUTLAND FOODBANK

### Statement of Assets & Liabilities as at 31st March 2023


	2023	2022
	£	
Cash at Bank and in hand		
Bank Balances		
CAF Bank (cash)	17,969	13,759
CAF Bank (gold)	70,333	40,007
CAF Bank (gold)	14,085	
Petty Cash & Cards	90	42
CAF 12month Fixed Rate Saver		20,000
Shawbrook Bank 60day Notice	10,000	
CAF Vouchers	600	
Net assets	<u>113,077</u>	<u>73,808</u>
<b>Total Funds</b>		
	£	£
Restricted Funds		
Christmas Hampers	1,124	1,344
Toiletries	132	177
Covid 19	142	142
Financial Inclusion Project	10,800	
Total restricted funds	12,198	1,663
General Fund	100,879	72,145
	<u>113,077</u>	<u>73,808</u>

Note: Assets retained for the charities own use include office equipment, refrigerators, shelving, scales and a delivery van.

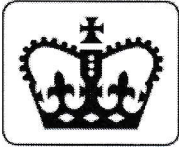
Approved at a meeting of the Trustees held on 30 May 2023



Michael Masters  
Treasurer



Ali Wainwright M.B.E.  
Chairperson



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name RUTLAND FOODBANK

On accounts for the year ended

31st MARCH 2023

Charity no (if any)

1158460

Set out on pages

1 and 2 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
• the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed: [Signature]

Date: 1/8/2023

Name: ANDREW GILBERT

Relevant professional qualification(s) or body (if any):

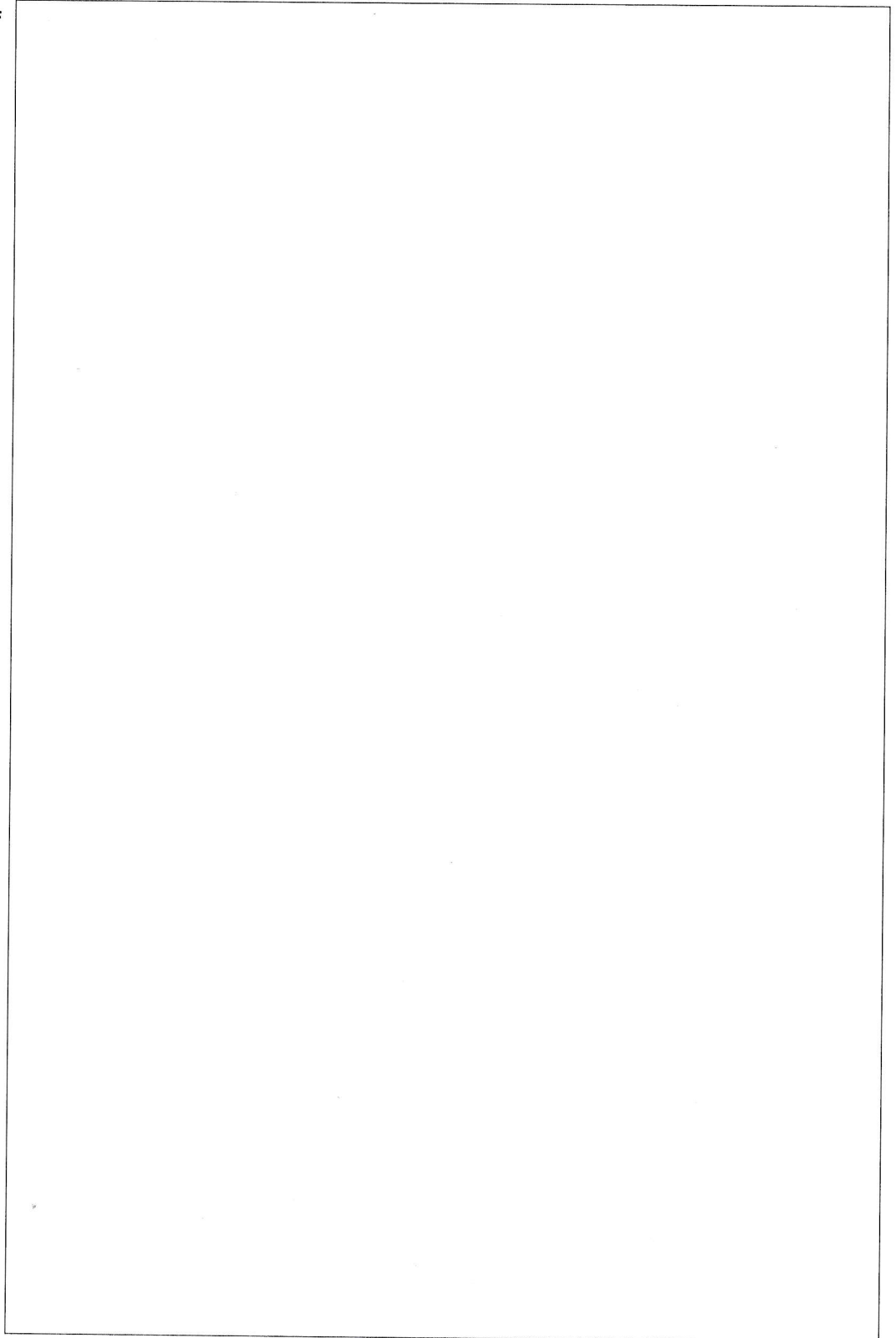
ACCA CHARTERED ACCOUNTANT MEMBERSHIP NO: 6399901

Address:

28 PRINCESS AVENUE OAKHAM LETS GPQ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**



**RUTLAND FOODBANK**

England & Wales - Charity number 1158460

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# Accounts

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## **Rutland Foodbank Annual Meeting**

**Monday 26<sup>th</sup> September 2022 at 2.30 pm, Number 36 Melton Road, Oakham**

### **Trustee's Report 2021-2022**

#### **Foodbank Objective**

*.. the prevention or relief of poverty or financial hardship of people living in Rutland and neighbouring districts by providing food and other items and services, information. Advice, education and supporting in such other ways as the trustees shall from time to time see fit (July 2014)*

#### **Chair of Trustee's Report, Ali Wainwright**

I'm pleased to introduce the annual report for the Rutland Foodbank for the year 2021-2022.

If we look back to 1st of April 2021 we were just entering the second year of the COVID-19 pandemic. The way ahead was unclear and although we were learning to adjust our lives to cope with the impact of the pandemic we knew that we would need to adapt and respond to changing guidance and situations as the year progressed.

Once again I am indebted to my fellow trustees and all the volunteers for their help and support during this year.

#### **The Trustees in post 2021-2022 included:**

Ali Wainwright, Chair

Sue Brown (appointed March 2022)

Jane Duce (stepped down September 2021)

Vaughan Gilbert

Michael Masters, Treasurer

Jane Duce resigned in September. Her significant contribution to the operation of the charity cannot be underestimated. Her role as Trustee and her wise counsel and generous support allowing us to use her barns in Langham as our Food Warehouse for many years meant so much to the charity. We wish to place on record our thanks and good wishes to her.

In March 2022 Sue Brown joined the Trustees. Her background in education and care brings additional skills to the board.

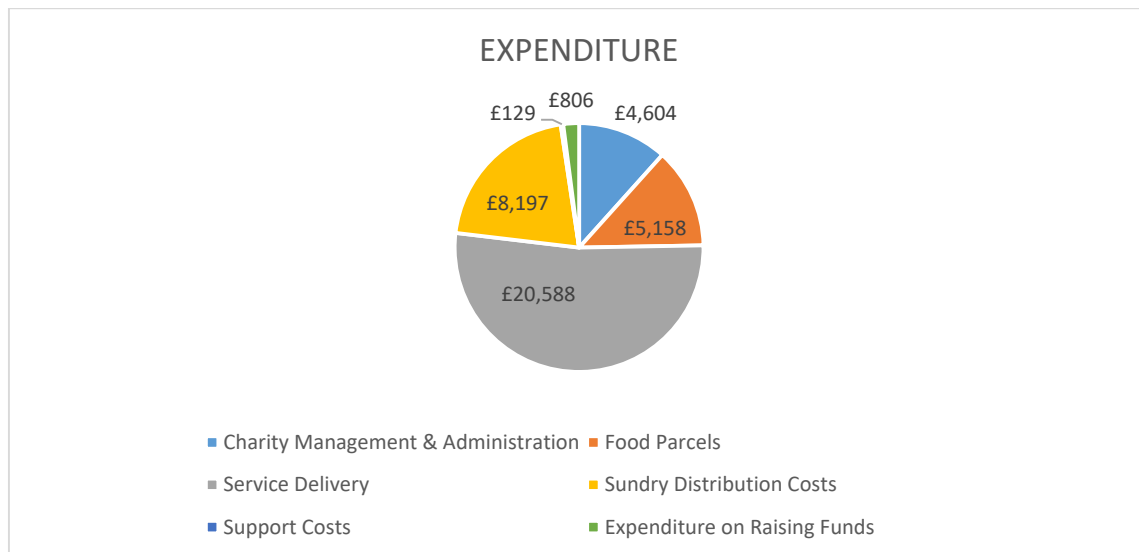
2021-22 was another challenging year but the Rutland Foodbank has built on its sure foundations to become a resource for many and well-regarded by Rutland residents.

### Finance Report prepared by Michael Masters, Treasurer

The Annual Accounts accompany this report and thanks are given to Andrew Gilbert who carried out an independent examination.

The income for the year was still considerably higher than earlier years except for the exceptional level the previous year which included a large grant to cover additional costs relating to the Covid Pandemic and a particularly high level of other donations. The only significant increase during 2021-2 was a further increase in Gift aid recovery, largely due to a backdated claim in connection with donations given via Just Giving. Further information about the donations is given below.

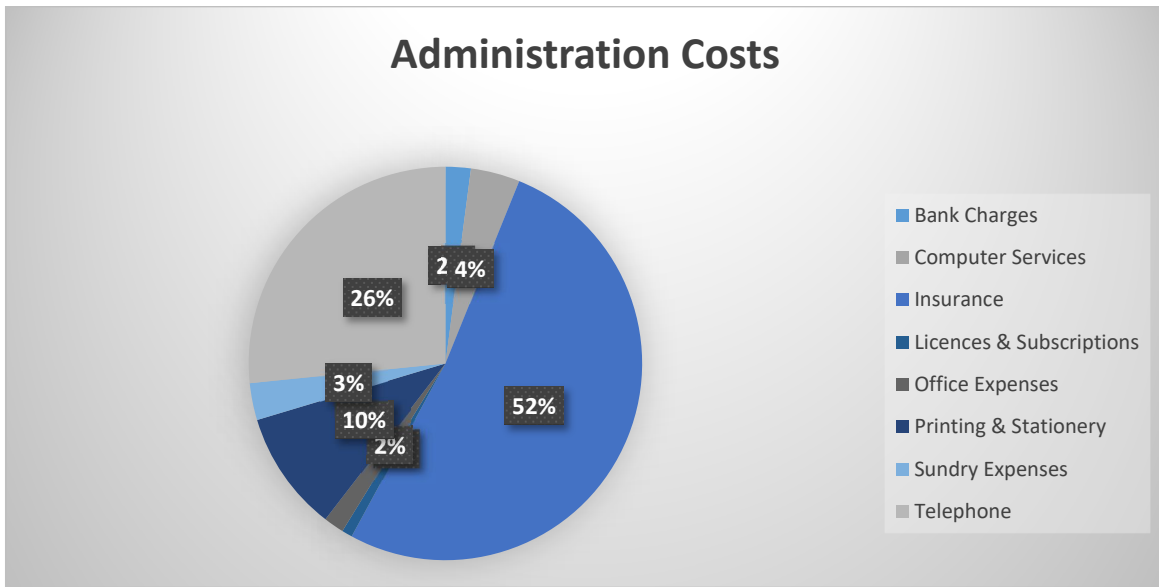
Expenditure also fell during the year from £50,219 to £39,482. This chart shows the distribution of these costs:



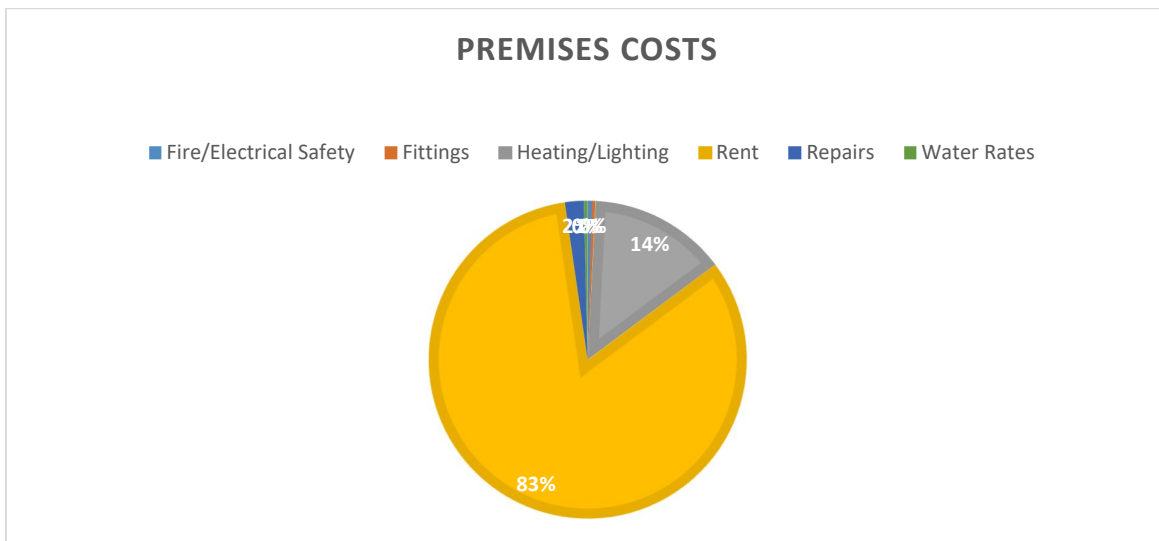
These costs can be analysed further:

The most significant increases in the administration costs relates to insurance, both in connection with the two properties and the delivery van, and telephone costs, due to the increased usage of telecommunications.

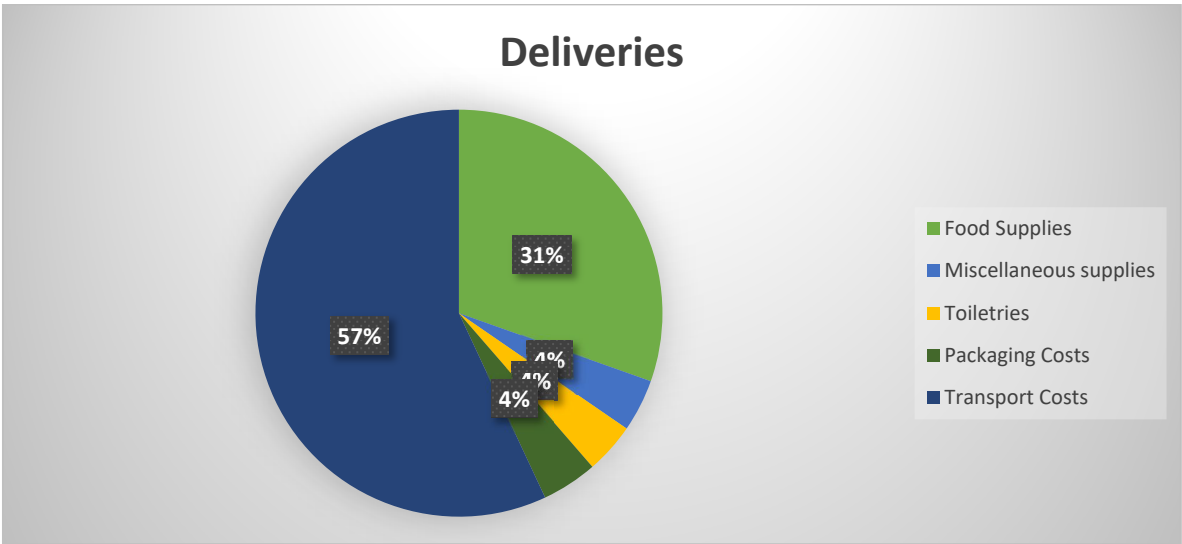
## Administration Costs



Premises costs are higher due to the rent and utility bills on two properties but no further improvement costs were incurred.



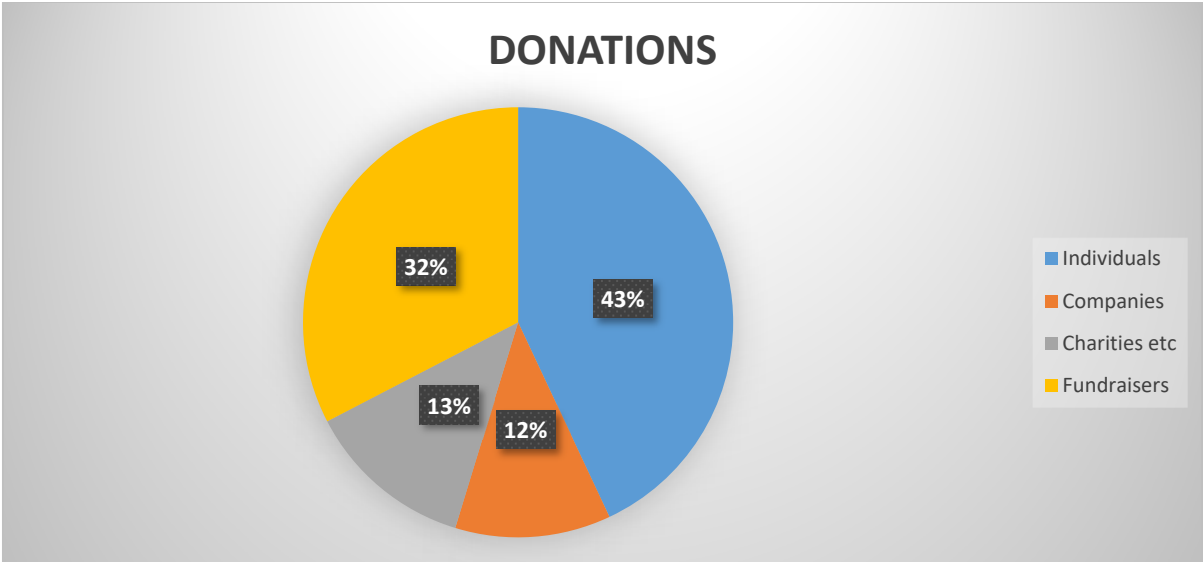
The year saw the continued and regular use of van deliveries of seven day supplies including purchased fresh food.



The net result for the year reserves had risen to £72,145, which is higher than the Trustees deem to be the minimum required. Although the future is still uncertain and the day to day costs are higher than previous years, the Trustees are not looking to increase income and are declining offers of grants and other funding.

**Donations**

Monetary donations were received from 87 named individuals plus an unknown number who gave anonymously, 9 Companies, Rutland County Council and 13 other Charities, Churches & Schools. Donations were also made via fundraisers including CAF, Give As You Live, Just Giving and PayPal. The total received was £40,148. In addition, Gift Aid amounting to £7,891 was reclaimed during the year.



## Volunteers

Once again we have to record our thanks to everyone who has volunteered during the year. It would be impossible to help as many people as we do without the wonderful team who give their time so freely. Their energy and kindness helps create a charity that truly cares for those experiencing poverty.

During the year we bade farewell to a number of our volunteers who were moving away and welcomed a handful new and returning volunteers.

We have continued to work with a smaller number of volunteers (around 35) working in small bubbles to help manage the risks associated with the ongoing pandemic. The smaller teams have continued to display remarkable resilience and flexibility whilst undertaking the collecting, sorting, dating, shelving, picking and packing tasks.

## Referrals

As we entered the second year of the pandemic we continued to use the Trussell Trust online voucher / referral system and issued a 7-day food and toiletries pack.

There were a range of referrers but the main ones remained frontline staff from Rutland County Council, Citizens Advice Rutland, the Rutland Community Wellbeing Service, local support agencies, schools and churches. As clients no longer had to attend in person and we continued to call them prior to packing to discuss food allergies, whether they needed nappies, pet food etc. It also allowed the team to discuss delivery arrangements.

We received 704 referrals in 2021-2022, fewer than the first year of the pandemic but more than the year prior to that.

## Premises

By April 2021 we were well settled in Numbers 36 Melton Road and 38A Melton Road (The Barn).

On September 23<sup>rd</sup> 2021, the 8<sup>th</sup> Anniversary of the Foodbank opening its doors we were please to host a much delayed socially-distanced opening ceremony of the new combined distribution and warehouse premise. We were so pleased that Dr Sarah Furness, the Lord-Lieutenant of Rutland agreed to perform the official opening.





## **Deliveries**

In March 2021 we became the proud owners/drivers of Clemmie (the bright orange van)



During the year we made 704 deliveries and used the van for picking up the donations from local collection baskets in supermarkets, churches and from the villages etc. Having our own transport has given us much more flexibility in delivering and collecting donations during the year. The van's annual mileage was around 6,500.

## Activity

Although we were not as busy as 2020-2021 we still operated with packing and delivering five days a week. Obviously some of the sessions were busier than others but the ability to respond to a request for help usually within 24 hours was an important factor in maintaining our operating hours

Year	No. of Vouchers / Referrals	Adults	Children	Total	Meals Provided
2015 - 2016	300	420	232	652	5,686
2016 - 2017	298	372	187	559	5,031
2017 - 2018	366	594	345	849	7,641
2018 - 2019	484	647	495	1,142	10,278
2019 - 2020	544	652	736	1,388	15,492
2020 - 2021	837	1,137	888	2,025	42,525
<b>2021 - 2022</b>	<b>704</b>	<b>1,011</b>	<b>800</b>	<b>1,811</b>	<b>38,031</b>

As part of the process of supporting clients we upload information to the confidential Data Collection System maintained by the Trussell Trust. This anonymised data provides us with an insight to the circumstances of our clients and the primary reason for their referral.

By far the biggest issue are the number of clients who have low incomes.

Some will only need support for a short while whilst they are starting a new job or their benefits are getting sorted but there are some clients who find they need help during periods where they have sudden unexpected expenditure such as urgent bills for repairs etc.

Crisis (Primary Cause)	No. Vouchers	Adults	Children	Total
Benefit Changes	59	80	57	137
Benefit Delays	17	24	13	37
Child Holiday Meals	12	13	27	40
Debt	62	79	58	137
Delayed Wages	13	17	19	36
Domestic Violence	2	2	6	8
Homeless	14	17	3	20
Low Income	395	595	464	1,059
Other	62	94	85	179
Sickness	68	90	68	158
<b>Total</b>	<b>704</b>	<b>1,011</b>	<b>800</b>	<b>1,811</b>

We support all ages and families and individuals. Again the database enables us to understand more about the people we help

<b>Age Group</b>	<b>No. Of People</b>
Adults (17-24 yrs)	190
Adults (25-64 yrs)	790
Adults (over 65 yrs)	31
Children (0-4 yrs)	262
Children (5-11 yrs)	316
Children (12-16 yrs)	220
Children (age unknown)	2
<b>Totals</b>	<b>1,811</b>

<b>Size of Family</b>	<b>No. Vouchers</b>
Couple	38
Family	120
Other	60
Single	246
Single Parent	240
<b>Totals</b>	<b>704</b>

### **Food Donations**

We received 32,900 kg of donations during the year. Our thanks are sent to everyone who has helped us. A true reflection of the community spirit we have in Rutland.

In October 2021, with the support of the Trussell Trust Regional Manager, the Oakham Tesco store became a recognised Permanent Collection Point (PCP) within the Tesco/Trussell Trust network. The benefit of this is the additional financial donation given by Tesco Corporate based upon the weight of donations collected. This added £340 to our income.

During the year Tesco and Trussell Trust hold weekend collection campaigns. Our first collection weekend was held over 3 days at the end of November. A special thank you to the volunteers who braved the chilly breeze in the Tesco porch to explain to customers what was happening and to hand out our shopping wish lists. Over the three days we collected 1145 kg with quite a few of the donations earmarked for the Christmas Goody bags

### **Collection Points**

Our collection baskets in supermarkets and churches and other local venues help us to collect a range of donations.

The village collection scheme is a much valued source of donations. During the year Seaton joined the scheme so we now have 13 villages involved. On Wednesdays Clemmie, the bright orange van, is to be seen criss-crossing the county whilst picking up the village donation boxes.

We've continued to use Facebook as our main social media again this year. Posting our shortages and Wish Lists has helped highlight items which we would like donated.

Again we've been pleased to receive donations of dog and cat food during the year which has meant we've been able to support Rutland residents to keep their pets.

The breakdown of where our food and toiletries donations were collected from shown below:

<b>Donors (Food &amp; Toiletries)</b>	<b>Weight (kg)</b>
Churches	496.45
Community Collections (Villages)	4,707.39
Co-op Stores Oakham	2,868.04
FareShare E Midlands	7,116.05
Individuals	3,565.96
Lidl	1,285.95
Local Businesses & Organisations	619.90
Other Donors	600.49
Rutland Charities & Community Grps	585.60
Schools	2,461.56
Tesco	7,732.24
Uppingham (various sites)	860.28
<b>Totals</b>	<b>32,899.91</b>

## **Partnerships**

Building upon the online partnerships created during the first year of the Pandemic we continued as part of a wider community support to people in need. The opportunities this network creates was invaluable in signposting clients to other local charities and supporting groups.

## **Fundraising**

Once again we've had an interesting year of fundraising.

At short notice a few volunteers took place in the re-scheduled Trussell Trust Race Against Hunger in September 2021 when we joined forces with the Rutland Parkrun at Whitwell on the edge of Rutland Water. The ParkRunners proved to be very generous donating food stuffs and the Trussell Trust runners stood out in their bright orange T-shirts



We were also supported by a number of local groups and businesses who arranged fundraising activities and also collected donations for us.

A number of local individuals undertook significant personal challenges. We are so pleased that they chose the Foodbank as their recipient.

### **Seasonal Donations**

During the year we had generous donations from individuals, schools and churches for Easter and Harvest which helped us keep our stocks up and share some treats to households.

### **Christmas Goody Bags**

With the help of the local community, schools and local businesses and very generous donations we used the top floor of The Barn to pack just over 260 goody bags, one for every household we had supported since January 1<sup>st</sup>.

Following a very successful first Tesco collection weekend and receiving donations for a number of local individuals, schools and companies who collected for our Reverse Advent Calendar we were able to provide Christmas bags that had not only a range of food treats but also small Christmas decorations and small gifts.

It was a superb piece of teamwork with a team of dedicated volunteers sorting Christmas treats (sweet & savoury), small toys & stocking fillers, toiletry gift sets, colouring books etc and packing to suit the household size and trying to match to the ages of the children and adults.

We also worked alongside the Leicestershire and Rutland Fire Service for the first time this year as we helped distribute the filled shoeboxes they had collected. They very kindly ensure that the boxes were identified by suitability and these boxes were sent to all members of Community young and old alike.


Distribution took place over a few weeks. We were helped massively by a handful of our volunteers and their families who undertook deliveries to clients across the county.

Our donations levels were so good that we were still sending out goodies in the New Year.

## Approaching 2022-23

In the spring of 2022 we were still coping with the impact of the pandemic as we approached the end of our year we knew that the operations of the foodbank needed to maintain the flexibility that had been so apparent during the previous months. Our volunteers maintained their resilience and continued to deal with challenges that arose.

To end our report we wish to reiterate our thanks to everyone involved with the operation of the Rutland Foodbank Charity and all those who give their support, it is so appreciated.

Signed: 

Date: 26.09.22.

Print Name: Ali Wainwright, MBE

Position: Trustee, Chair

Signed: 

Date: 26 September 2022

Print Name: Michael Masters

Position: Trustee, Treasurer

**Rutland Foodbank**

Registered Charity No 1158460

[www.rutland.foodbank.org.uk](http://www.rutland.foodbank.org.uk)

[info@rutland.foodbank.org.uk](mailto:info@rutland.foodbank.org.uk)

Telephone Number 07582 783363

## RUTLAND FOODBANK

Receipts and Payments Account 1st April 2021 - 31st March 2022

	Unrestricted	Restricted	Total Funds	
	£	£	2021/22 £	2020/21 £
<b>RECEIPTS</b>				
Income from Donations and Legacies				
Gift Aid Claimed	7,891		7,891	3,845
Grant Income	1,680		1,680	19,974
Other Donations	22,395		22,395	47,149
Regular Donations	16,073		16,073	16,396
Investment Income				
Interest Received	96		96	
Other Incoming Resources				
Other Income				1,180
<b>Total Receipts</b>	<b>48,135</b>	<b>-</b>	<b>48,135</b>	<b>88,544</b>
<b>PAYMENTS</b>				
Charitable Activities				
Charity Management & Administration				
Advertising				147
Bank Charges	96		96	16
Computer Services	186		186	124
Insurance	2,384		2,384	1,332
Licences & Subscriptions	40		40	35
Office Expenses	77		77	151
Postage				56
Printing & Stationery	456		456	530
Sundry Expenses	140		140	75
Telephone	1,225		1,225	914
Food Parcels				
Food Supplies	4,063		4,063	2,958
Miscellaneous supplies	558		558	
Toiletries	537		537	132
Service Delivery				
Donations made	1,000		1,000	
Other Equipment	130		130	156
Other Safety costs	111	46	157	43
Premises				
Cleaning				13
Fire/Electrical Safety	88		88	276
Fittings	68		68	723
Heating/Lighting	2,700		2,700	864
Moving Costs				480
Property Improvements				16,900
Rent	16,000		16,000	11,458
Repairs	372		372	
Water Rates	73		73	156
Sundry Distribution Costs				
Packaging Costs	460	130	590	254
Transport Costs	7,607		7,607	7,059
Support Costs				
Safeguarding	129		129	249
Expenditure on Raising Funds				
Just Giving Processing Fee	400		400	
Just Giving Transaction Fee	406		406	
Purchase of Fixed Assets				5,118
<b>Total Payments</b>	<b>39,306</b>	<b>176</b>	<b>39,482</b>	<b>50,219</b>
All Receipts	48,135	-	48,135	88,544
All Payments	39,306	176	39,482	50,219
Net Movement in Funds	8,829	176	8,653	38,325
Total Funds Brought Forward	63,316	1,839	65,155	26,830
<b>Total Funds Carried Forward</b>	<b>72,145</b>	<b>1,663</b>	<b>73,808</b>	<b>65,155</b>

# RUTLAND FOODBANK

## Statement of Assets & Liabilities as at 31st March 2022

	£
Cash at Bank and in hand	
Bank Balances	
CAF Bank (cash)	13,759
CAF Bank (gold)	40,007
Petty Cash	42
CAF 12month Fixed Rate Saver	20,000
Net assets	<u>73,808</u>

### Total Funds

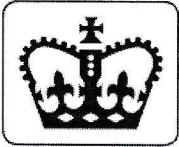
	£
Restricted Funds	
Christmas Hampers	1,344
Toiletries	177
Covid 19	142
Total restricted funds	1,663
General Fund	<u>72,145</u>
	<u>73,808</u>

Note: Assets retained for the charities own use include office equipment, refrigerators, shelving, scales and a delivery van.

Approved at a meeting of the Trustees held on 6th July 2022

  
Michael Masters  
Treasurer

  
Ali Wainwright M.B.E.  
Chairperson



Section A

Independent Examiner's Report

Report to the trustees/ members of

Charity Name RUTLAND FOODBANK

On accounts for the year ended

31st March 2022

Charity no (if any)

1158460

Set out on pages

1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
• the accounts do not accord with the accounting records

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

\* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

4/7/2022

Name:

ANDREW GILBERT

Relevant professional qualification(s) or body (if any):

ACCA AFFILIATE

Address:

26 PRINCESS AVENUE
OMHAM
LEIS GPQ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

**RUTLAND FOODBANK**

England & Wales - Charity number 1158460

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# Accounts

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## **Rutland Foodbank Annual Meeting**

**Wednesday 22<sup>nd</sup> September 2021 at 2.30 pm**

**Number 36 Melton Road, Oakham**

## **Trustee's Report 2020-2021**

### **Foodbank Objective**

*.. the prevention or relief of poverty or financial hardship of people living in Rutland and neighbouring districts by providing food and other items and services, information. Advice, education and supporting in such other ways as the trustees shall from time to time see fit (July 2014)*

### **Chairman's Report, Ali Wainwright**

I'm pleased to introduce the annual report for the Rutland Foodbank for the year 2020-2021.

The Foodbank opened its door to the first client in September 2013. It remains a matter of concern to me that there is still an ongoing and increasing need for the Foodbank to support Rutland residents in poverty.

I am indebted to my fellow trustees and all the volunteers for all their help and support during this year. No-one could have foreseen the impact of world-wide events which began in the first few months of 2020 and beyond.

If we look back to the 1st of April 2020 we will remember that we were in the very early weeks of the COVID-19 pandemic. This report would need to be as long as War and Peace to tell the story of all that happened during the year. To help write the report I've been using the archive of emails and WhatsApp updates I was sending to volunteers and supporters. Reading through the archive has been absolutely fascinating as so much happened in such

a short time. At the moment it runs to over 9500 words and 30 pages (it's available if any of you need a good long read).

Before I go into the report I think it's important that having reflected upon the year I take the opportunity to thank everyone involved with the operation of the charity. All the volunteers & supporters, the builders, the delivery teams and all the Rutlanders and businesses who donated food, money and the general support that we received from local press, local charities and from statutory organisations, in particular Rutland County Council. Without everyone working as a team we could have struggled even more than we did so my heartfelt thanks to you all and recognition that Rutland is such a generous community looking after those experiencing some of the worst times of their lives.

**The Trustees in post 2020-2021 included:**

Helen Baggott - resigned 23<sup>rd</sup> September 2020

Jane Duce

Vaughan Gilbert

Michael Masters

Alison Wainwright

Helen Baggott resigned with effect from the 7<sup>th</sup> Anniversary of the Foodbank starting. Her major contribution to the operation of the charity cannot be underestimated. Her role as Liaison Trustee and her leadership in Safeguarding, involvement with supervisors and volunteer training and her personal support to so many volunteers and clients was an example to us all. We wish to place on record our thanks and off all good wishes to her in the future.

At this time we want to record our thanks to all the Trustees who have given their time to ensure the Foodbank remains able to help and support the local community 2020-21 was a very challenging year but the Rutland Foodbank has built on its sure foundations to become a resource for many and well-regarded by Rutland residents.

*Note: The Trustee vacancies have not yet been filled as the impact of the Covid-19 pandemic has significantly impacted on the work of the Foodbank and its board.*

### **Key people changes**

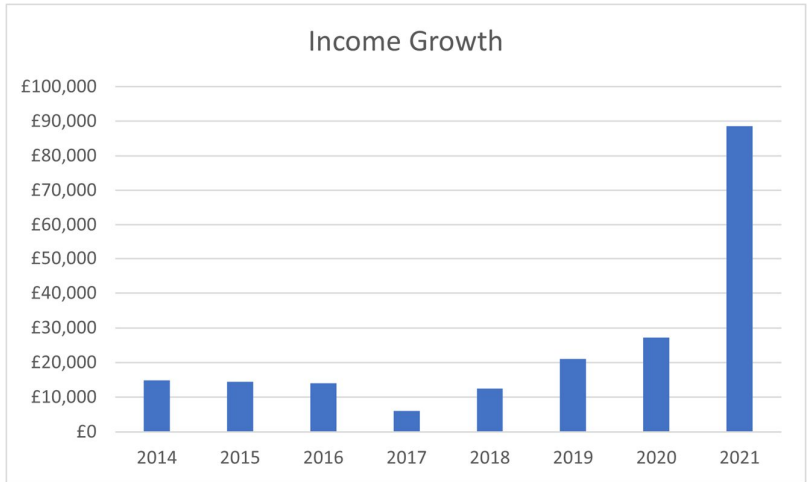
It would be remiss not to record thanks to two key individuals whose tireless volunteering kept the Rutland Foodbank going. Heather Armstrong was Operations Manager until the summer of 2020 when she stepped down. She oversaw much of the initial operational redesign and coped during the most difficult period of almost daily change and problem-solving. Her resilience and attention to detail was an asset to the Foodbank

Hilary Smith was Warehouse Manager Langham for a number of years so was ideally placed to deal with the very difficult logistics of increased donations with limited space at the beginning of the pandemic. She was key in overseeing the relocation of the warehouse to the new premises at 36 Melton Road. In addition she adapted the rota and kept the volunteers safe within the COVID-19 regulations. Hilary had established our warehouse and the associated checking, dating, shelving and stock control so well that very food donations are ever wasted

### **Finance Report prepared by Michael Masters, Treasurer**

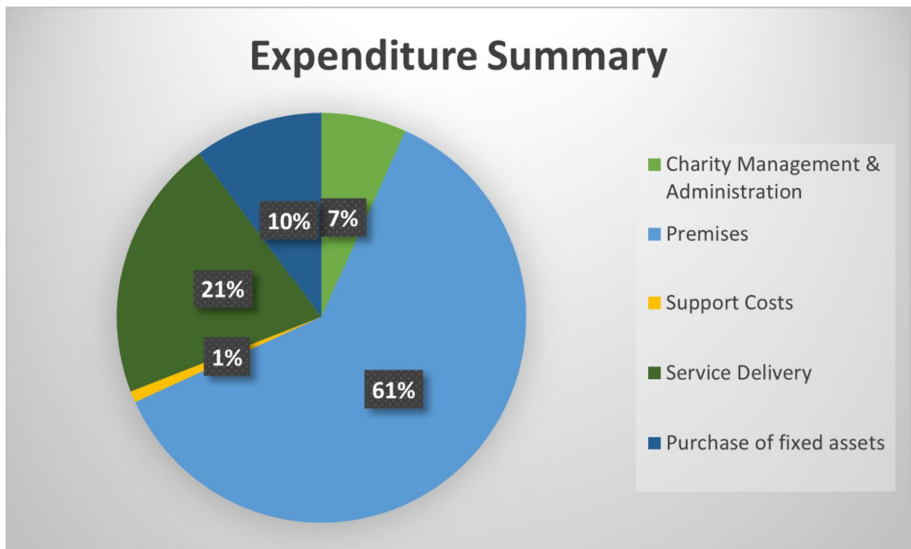
The Annual Accounts accompany this report and thanks are given to Neil Kirk who carried out an independent examination.

Despite or perhaps because of the Covid Pandemic and lockdown Income continued to grow during the year. Apart from a drop in 2016/7 there has been a steady growth since the Foodbank was created as this graph shows:

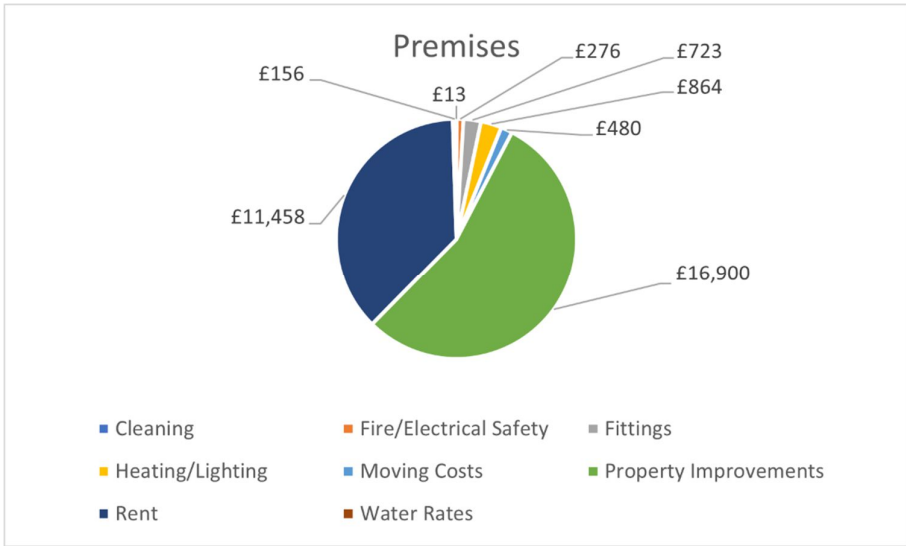


The income includes £1,180 returned from the landlord of the previous property. There was also a doubling of Gift Aid. Further information about the donations is given below.

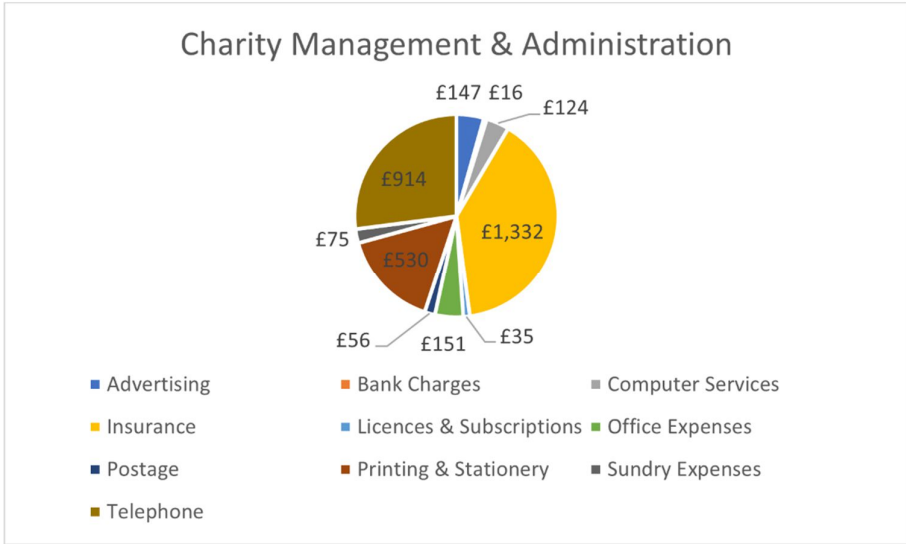
Expenditure also increased during the year from £19,252 to £50,219. This chart shows the distribution of these costs:



The largest portion (£30,870) relates to the premises. The new premises incurring higher rent and also involved refurbishment costs.

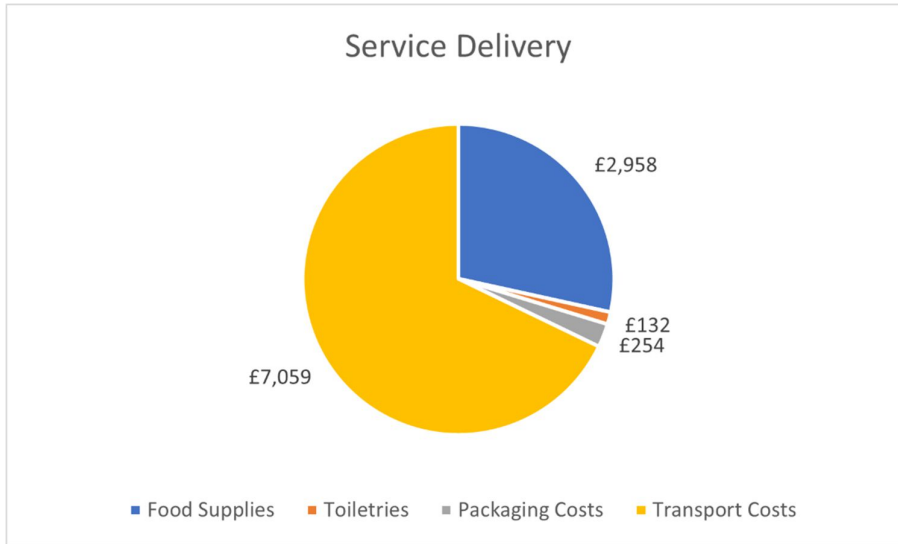


The costs of Charity Management & Administration totalled £3,380 split as shown



The insurance costs have risen with the new premises and due to the higher income. The telephone costs are also higher with a new and more effective system.

The actual costs of delivering food to those in need rose from £3,861 to £10,403. As this chart shows the extra costs are almost entirely due to the operating decision to deliver food during the pandemic as it was not possible to ask clients to collect.



Other costs totalled £5,566 which included safeguarding and other safety costs and the purchase of assets for use by the charity.

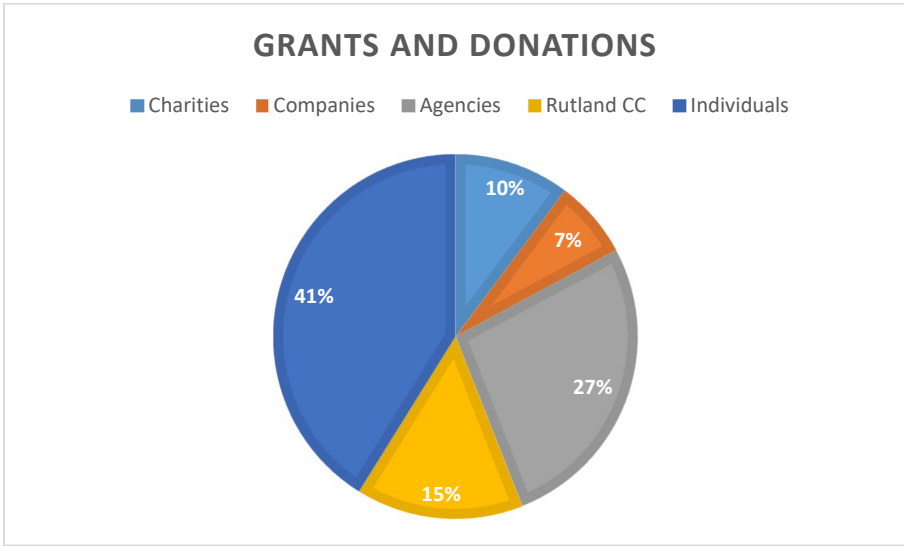
Communications have been difficult this year especially with Barclays Bank and the utility companies. As a result new banking arrangements have been made with CAF Bank and the Barclays account has been wound down. The utility bills for 2020/1 are possibly not correct but the amounts involved are relatively small.

Restricted income was mainly to meet the added costs involved with the Covid Pandemic.

The net result for the year reserves had risen to £63,316 which is much higher than the Trustees deem to be the minimum required. Although the future is still uncertain and the day to day costs are higher than previous years, the Trustees are not looking to increase income and are declining offers of grants and other funding.

**Monetary Donations**

Monetary donations were received from 185 named individuals plus an unknown number who gave anonymously, 15 Companies, Rutland County Council and 13 other Charities, Churches & Schools. Donations were also made via CAF, Give as You Live, Just Giving and PayPal. The total received was £84,315.



**Volunteers**

Once again our volunteers were key to the work we do. As we started the year we were so well supported by over 70 wonderful folk who gave their time so freely to support us. Their energy and kindness helped create a charity that truly cares for those experiencing poverty.

However, following the government guidance issued during Lockdown 1 we reluctantly had to ask all of volunteers aged 70 and over to step away from regular sessions, they were the majority of our volunteers.

But after a short recruitment exercise we attracted a number of new volunteers to join the team. Some were on furlough, some university students others were new to volunteering completely. The smaller team gelled well and displayed remarkable resilience and flexibility whilst picking and packing for such a massive increase in referrals.

**Referrals**

Prior to the pandemic referrals have been made by a number of agencies and representatives from Rutland County Council, Citizens Advice Rutland, church communities & schools etc. They were able to issue a red paper voucher that clients brought to the Foodbank and in return they received a three day feedback. As the lockdown began it was apparent that this pathway was no longer viable and so the decision was made to transfer to the Trussell Trust online voucher system and issue a 7-day food pack.

The capability to use online system was implemented probably within the first two weeks using a combination of mobiles and tablet our key partners were Citizens Advice Rutland and Rutland County Council who established their own internal Foodbank referral pathway changing to online referrals meant that clients no longer had to attend in person and we have the capacity to call and speak to them to discuss food allergies, whether they needed nappies, pet food et cetera. It also allowed the team to discuss delivery arrangements helping manage the activity required.

### **Premises**

We started the year at 40 Melton Road, these premises had helped the Foodbank team reach out to local community for several years as a point of distribution.

Food stocks have been brought down from Langham warehouse to Oakham weekly as our activity rose we were seeing volunteers driving back-and-forth with boxes and boxes of stock often daily. Until the relocation of the warehouse we were supported by team from Rutland County Council who transferred boxes in bulk for us. Thank goodness the weather in April and May 2020 was kind to us often we ended up with food stocks on the shallow wall outside number 40 until we have made up the packs for that day and then moved items inside.

The trustees had already identified difficulties with having a split site prior to the pandemic. Very early on in lockdown one we found the ideal place to move just around the corner, number 36 Melton Road. We signed a lease early in April 2020.

It had previously been the Rutland vet practice the space was ideal but the building needed quite a lot of alteration and decoration. We cannot thank our Landlords enough for agreeing to the proposed alterations and our builders and everyone who helped us so much prepare and get the building ready for occupation so quickly.

Moving to number 36 in mid-June 2020 gave us the final piece of the jigsaw in our re-design our operations. Having the food warehouse and an area for picking and packing bags prior to delivery gave us an opportunity to operate to deliver Monday to Friday.

By early autumn 2020 we were struggling for space in the building such was the level of donations we were receiving. We had increased the number of sessions our volunteers were doing, sorting and shelving in the warehouse. The additional load of harvest donations meant that when the opportunity arose for us to lease The Barn (38A Melton Road) just across from the rear of the building the trustees agreed this would help considerably. We sign up at the beginning of December and as soon as we have the key the Christmas donations were stored there.

## **Deliveries**

As we entered lockdown one and it became obvious that we could no longer operate with clients attending our premises we began to change over to a delivery only model.

During the year we had exceptional support from HMP Stockton, Oakham School and Rutland County Council transport team. The combination of teams and their willingness to deliver across Rutland searching out unfamiliar roads and properties meant that for most clients we were able to deliver within 24 hours Monday to Friday. Our ad-hoc delivery to those in extreme need ensured no-one went hungry over the weekend.

As the year progressed the trustees recognised that the delivery model was helping reach more clients across Rutland. Previously, if clients could not afford to travel to the foodbank or didn't have transport they would not have been able to receive an emergency food parcel.

Deciding that delivery deliveries were reaching more people meant that a decision to maintain deliveries even after the lockdown led to the purchase of Clemmie, the bright orange van, in March 2021. Having our own transport has given much more flexibility in delivering and collecting donations

## **Activity**

As a result of the changes to people's situation whether it was reduced hours, Furlough, children at home, working at home or poor health the numbers of referrals rose dramatically during Lockdown 1.

Prior to the Lockdown we had provided a three-day emergency food pack that was collected by clients. As it became apparent that we needed to close our doors we made a decision to change to a 7-day pack that would be delivered to clients.

In order to allow comparisons with previous years rather than using the number of referrals (vouchers received) as our activity 'currency' we quickly began to use the ingredients provided for the number of meals. The headline figure is that the Foodbank was able to support Rutland households with enough food to prepare nearly 43,000 meals during the year.

What became apparent very early on was that the pandemic was affecting everyone young, and old, people who previously been in employment who suddenly found themselves without needing urgent help.

There were a range of referrers but the main ones remained frontline staff from Rutland County Council, the Citizens Advice Rutland, Rutland Community Wellbeing Service, local support agencies such as The Longhurst Group, The Bridge, local schools and churches

<b>Year</b>	<b>No. Vouchers</b>	<b>Adults</b>	<b>Children</b>	<b>Total</b>	<b>Meals Provided</b>
2015 - 2016	300	420	232	652	5686
2016 - 2017	298	372	187	559	5031
2017 - 2018	366	594	345	849	7641
2018 - 2019	484	647	495	1142	10278
2019 - 2020	544	652	736	1388	15492
<b>2020 - 2021</b>	<b>837</b>	<b>1137</b>	<b>888</b>	<b>2025</b>	<b>42525</b>

As part of the process of supporting clients we are able to upload information to the Data Collection System maintained by the Trussell Trust, this provides us with an insight to the circumstances of our clients and the primary reason for their referral. By far the biggest issue are the number of clients who have low incomes. Some will only need support for a short while whilst they are starting a new job or their benefits are getting sorted but there are some

clients who find they need help during periods where they have sudden unexpected expenditure such as urgent bills for repairs etc.

<b>Crisis</b>	<b>No. Vouchers</b>	<b>Adults</b>	<b>Children</b>	<b>Total</b>
Benefit Changes	29	43	29	72
Benefit Delays	23	34	20	54
Child Holiday Meals	7	10	21	31
Debt	50	59	53	112
Delayed Wages	18	26	32	58
Domestic Violence	3	3	4	7
Homeless	25	33	0	33
Low Income	465	648	565	1207
Other	79	125	101	126
Sickness	138	162	63	225
<b>Total</b>	<b>837</b>	<b>1137</b>	<b>888</b>	<b>2025</b>

We support all ages and families and individuals. Again the database enable us to understand more about the people we help

<b>Age Group</b>	<b>No. Of People</b>
Adults (17-24 yrs)	222
Adults (25-64 yrs)	859
Adults (over 65 yrs)	52
Adults (age unknown)	4
Children (0-4 yrs)	278
Children (5-11 yrs)	235
Children (12-16 yrs)	374
Children (age unknown)	1
<b>Totals</b>	<b>2025</b>

<b>Size of Family</b>	<b>No. Vouchers</b>
Couple	61
Family	121
Other	52
Single	352
Single Parent	251
<b>Totals</b>	<b>837</b>

### **Christmas Goody Bags**

At Christmas with the help of local partners and very generous donations we used the top floor of The Barn to pack nearly 250 goody bags. These were prepared for all households we had supported since April 1<sup>st</sup>. It was a spectacular piece of teamwork with a team of dedicated volunteers sorting Christmas treats (sweet & savoury), small toys, colouring books etc and packing to suit the household size and trying to match to the ages of the children. Our donations levels were so good that we were still sending out goodies until the end of the year. Distribution took place over a few weeks but we were helped massively by the Uppingham Hopper Team who came out and about with us one Saturday – this was such a help, thank you.

### **Food Donations**

We received 41,488kg of donations during the year. This is a significant increase compared with 2019-20 when the figure was 19,197kg and reflects the support from individual donors and businesses who supported us during an exceptionally busy year. Our thanks are sent to everyone who has helped us. A true reflection of the community spirit we have in Rutland.

### **Village Collections**

As the lockdown progressed and it became apparent that public buildings places of worship and even access to supermarkets was going to affect the opportunities for food donations we were pleased to hear that RCC in connection with Voluntary Action Rutland (VAR) had

designed a collection scheme working with 15 Rutland villages to collect donations from an identified point in the village and bring them in to the warehouse for volunteers to sort date and shelve. This helped us maintain the flow of foodstuffs so we never experienced significant shortages.

We used Facebook as our main site for posting food shortages, this proved remarkably successful in getting basic foodstuffs donated.

The breakdown of food and toiletries donations is shown below:

<b>Donors (Food &amp; Toiletries)</b>	<b>Weight (kg)</b>
Churches	731.70
Community Collections (Villages)	7522.57
Co-op Stores Oakham	5432.70
FareShare E Midlands	5900.90
Individuals	5554.34
Lidl	2606.50
Local Businesses & Groups	1510.69
Morrisons Stamford Bulk	97.85
Foods returned to Warehouse due to the closure of Uppingham session	505.85
Schools	1546.00
Tesco Covid-19 Bulk Donation	1948.20
Tesco	6868.80
Uppingham (various sites)	1262.38
<b>Totals</b>	<b>41488.48</b>

### **Partnerships**

During the year partnership working became an essential part of what we do. With the assistance of Rutland County Council who established the Voluntary, Community and Faith group (VCF) we were able to contribute to weekly online meetings sharing intelligence and learning from each other just how best to deal with situations that had not arisen before. To work with other charitable organisations, statutory and voluntary groups with both representatives was an important part of responding to the impact of the pandemic on the local community. The Foodbank was part of a wider community support to people in need.

## The Continuing Impact of the Pandemic

In the early weeks of 2021 we were still coping with the impact of the pandemic as we approached the end of the year we realised that the operations of the foodbank needed to maintain the flexibility that had been so apparent during the previous months. As the year ended we were not sure what 2021-2022 as restrictions eased would look like but we knew that the teams we had in place had the energy, enthusiasm and experience to deal with challenges.

To finish we need to reiterate our thanks to everyone involved with the operation of the Rutland Foodbank Charity and all those who give their support, it is so appreciated.

Signed: 

Date: 15.09.2021

Print Name: Ali Wainwright

Position: Trustee, Chair

Signed: 

Date: 15 Sept 2021

Print Name: Michael Masters

Position: Trustee, Treasurer

**Rutland Foodbank**

Registered Charity No 1158460

[www.rutland.foodbank.org.uk](http://www.rutland.foodbank.org.uk)

[info@rutland.foodbank.org.uk](mailto:info@rutland.foodbank.org.uk)

Telephone Number 07582 783363

# RUTLAND FOODBANK

## RECEIPTS AND PAYMENTS ACCOUNT 1st April 2020 - 31st March 2021

	Unrestricted	Restricted	Total Funds	
	£	£	2020/21 £	2019/20 £
<b>RECEIPTS</b>				
Income from Donations and Legacies				
Gift Aid Claimed	3,845		3,845	1,921
Grant Income	18,896	1,078	19,974	4,712
Other Donations	46,969	180	47,149	8,818
Regular Donations	16,396		16,396	11,688
Other Incoming Resources				
Other Income	1,180		1,180	
<b>Total Receipts</b>	<b>87,286</b>	<b>1,258</b>	<b>88,544</b>	<b>27,139</b>
<b>PAYMENTS</b>				
Charitable Activities				
Charity Management & Administration				
Advertising	147		147	
Bank Charges	16		16	
Computer Services	124		124	
Insurance	1,332		1,332	448
Licences & Subscriptions	35		35	426
Office Expenses	151		151	63
Postage	56		56	17
Printing & Stationery	530		530	311
Sundry Expenses	75		75	27
Telephone	914		914	20
Premises				
Cleaning	13		13	
Fire/Electrical Safety	276		276	190
Fittings	723		723	
Heating/Lighting	864		864	401
Moving Costs	480		480	
Property Improvements	16,522	378	16,900	93
Rent	11,458		11,458	7,750
Water Rates	156		156	383
Support Costs				
Safeguarding	158	91	249	304
Other Equipment	156		156	382
Other Safety costs	31	12	43	
Service Delivery				
Food Parcels				
Food Supplies	2,454	504	2,958	2,915
Toiletries	72	60	132	541
Sundry Distribution Costs			0	
Packaging Costs	69	185	254	405
Transport Costs	7,059		7,059	
Purchase of fixed assets	5,118		5,118	4,576
<b>Total Payments</b>	<b>48,989</b>	<b>1,230</b>	<b>50,219</b>	<b>19,252</b>
<b>All Receipts</b>	<b>£87,286</b>	<b>£1,258</b>	<b>£88,544</b>	<b>£27,139</b>
<b>All Payments</b>	<b>£48,989</b>	<b>£1,230</b>	<b>£50,219</b>	<b>£19,252</b>
<b>Net Movement in Funds</b>	<b>£38,297</b>	<b>£28</b>	<b>£38,325</b>	<b>£7,887</b>
<b>Total Funds Brought Forward</b>	<b>£25,019</b>	<b>£1,811</b>	<b>£26,830</b>	<b>£18,943</b>
<b>Total Funds Carried Forward</b>	<b>£63,316</b>	<b>£1,839</b>	<b>£65,155</b>	<b>£26,830</b>

# RUTLAND FOODBANK

## Statement of Assets & Liabilities as at 31st March 2021

£

Cash At Bank And In Hand	
Bank Balances	
Barclays Bank UK PLC	1,670
CAF Bank (cash)	13,358
CAF Bank (gold)	30,000
Petty Cash	86
CAF 12 Month Fixed Rate Saver	20,000
Vouchers	40
<b>Net Assets</b>	<u><u>65,155</u></u>

### Total Funds

£

Restricted Funds	
Christmas Hampers	1,474
Toiletries	177
Covid 19	188
Total designated funds	<u>1,839</u>
General Fund	<u>63,316</u>
	<u><u>65,155</u></u>

### Notes

- 1 The figures for 2019/20 have been restated to conform to the new format.
- 2 The deposit re 40 Melton Road held by Murrays Estate Agents as at 31st March 2020 has been repaid and is included as other income,
- 3 Assets retained for the charities own use include office equipment a refrigerator, shelving, scales and a delivery van.

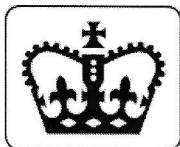
Approved at a meeting of the Trustees held on 23rd June 2021



Michael Masters  
Treasurer



Ali Wainwright M.B.E.  
Chairperson



Section A

Independent Examiner's Report

Report to the trustees/ members of	Charity Name RUTLAND FOODBANK		
	On accounts for the year ended	31 <sup>st</sup> MARCH 2021	Charity no (if any) 1158460
Set out on pages	1 + 2 <small>(remember to include the page numbers of additional sheets)</small>		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2021**

**Responsibilities and basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

Signed:  Date: 02/05/2021

Name: NEIL KIRK

Relevant professional qualification(s) or body (if any): Fellow of the Institute of Chartered Accountants in England and Wales

Address: 10A LOWTHER CLOSE  
LANGHAM  
RUTLAND LE15 7JJ