



Rutland Foodbank Annual Meeting

24th 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

| 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 - | 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 |
| 2023-2024 | 820 | 1,190 | 860 | 2,050 | 43,050 |

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).

| Age Group | No. of Parcels |
|--------------------|-----------------------|
| 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 |
| Totals | 2,037 |

| Size of Family | No. of Referrals |
|-----------------------|-------------------------|
| Couple | 134 |
| Multi-Adult | 155 |
| Single Adult | 304 |
| Single Parent | 227 |
| Totals | 820 |

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:

| Donors (Food & Toiletries) | Weight (kg) |
|--|--------------------|
| 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 |
| Totals | 23,240 |

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 22nd. 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

info@rutland.foodbank.org.uk

Telephone Number 07582 783363

RUTLAND FOODBANK

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

| <u>RECEIPTS</u> | Unrestricted | Restricted | 2023/24 | 2022/23 |
|--|---------------------|-------------------|----------------|----------------|
| Income from Donations and legacies | | | | |
| 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 |
| Investment Income | | | | |
| Interest Received | 2,261 | | 2,261 | 578 |
| Other Income Resources | | | | |
| Other Income | | | - | |
| Total Receipts | 60,974 | 23,877 | 84,851 | 93,161 |
| <u>PAYMENTS</u> | | | | |
| Charitable Activities | | | | |
| Charity Management & Administration | | | | |
| 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 |
| Food Parcels | | | | |
| Food Supplies | 9,580 | | 9,580 | 8,562 |
| Miscellaneous Supplies | 6,956 | | 6,956 | 2,928 |
| Toiletries | 1,055 | | 1,055 | 901 |
| Financial Inclusion Project | | | | |
| Grants | | 20,448 | 20,448 | 9,500 |
| Service Delivery | | | | |
| 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 |
| Sundry Distribution Costs | | | | |
| Packaging Costs | | | - | 766 |
| Transport Costs | 6,160 | | 6,160 | 5,485 |
| Support Costs | | | | |
| Safeguarding | 49 | | 49 | 145 |
| Training | | | - | 130 |
| Expenditure on Raisingf Funds | | | | |
| Justr Giving Processing Fee | 216 | | 216 | 360 |
| Just Giving Transaction Fee | 248 | | 248 | 159 |
| Purchase of Fixed Assets | | | | |
| Total Payments | 59,488 | 20,448 | 79,936 | 53,892 |
| 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

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| Investment Income | | | | |
| Interest Received | 2,261 | | 2,261 | 578 |
| Other Income Resources | | | | |
| Other Income | | | - | |
| Total Receipts | 60,974 | 23,877 | 84,851 | 93,161 |
| PAYMENTS | | | | |
| Charitable Activities | | | | |
| Charity Management & Administration | | | | |
| 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 |
| Food Parcels | | | | |
| Food Supplies | 9,580 | | 9,580 | 8,562 |
| Miscellaneous Supplies | 6,956 | | 6,956 | 2,928 |
| Toiletries | 1,055 | | 1,055 | 901 |
| Financial Inclusion Project | | | | |
| Grants | | 20,448 | 20,448 | 9,500 |
| Service Delivery | | | | |
| 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 |
| Sundry Distribution Costs | | | | |
| Packaging Costs | | | - | 766 |
| Transport Costs | 6,160 | | 6,160 | 5,485 |
| Support Costs | | | | |
| Safeguarding | 49 | | 49 | 145 |
| Training | | | - | 130 |
| Expenditure on Raising Funds | | | | |
| Just Giving Processing Fee | 216 | | 216 | 360 |
| Just Giving Transaction Fee | 248 | | 248 | 159 |
| Purchase of Fixed Assets | | | | |
| Total Payments | 59,488 | 20,448 | 79,936 | 53,892 |
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| 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 |
|---------------------------------------|-----------------------|-----------------------|
| | £ | |
| Cash at Bank and in Hand | | |
| Bank Balances | | |
| CAF Bank (cash) | 8,513 | 17,969 |
| CAF BANK (gold) | 80,483 | 70,333 |
| CAF BANK (gold) | 17,044 | 14,085 |
| Petty Cash & Cards | 82 | 90 |
| Shawbrook Bank - 60 day notice | 10,000 | 10,000 |
| CAF Vouchers | 1,870 | 600 |
| Net Assets | <u><u>117,992</u></u> | <u><u>113,077</u></u> |
| Total Funds | | |
| Restricted Funds | | |
| Christmas Hampers | 1,124 | 1,124 |
| Toiletries | 132 | 132 |
| Covid 19 | 142 | 142 |
| Financial Inclusion Project | 14,228 | 10,800 |
| Total Restricted Funds | 15,626 | 12,198 |
| General Fund | 102,366 | 100,879 |
| | <u><u>117,992</u></u> | <u><u>113,077</u></u> |

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

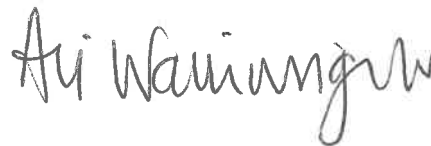
Approved at a meeting of the Trustees held on

02 January 2025

Colin Keal
Treasurer



Ali Wainwright M.B.E.
Chairperson





CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

RUTLAND FOODBANK

On accounts for the year
ended

31ST 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.