

# KIDDERMINSTER FOODBANK

England & Wales · Charity number 1159223

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2014-11-17

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

## Contact

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**Address** Unit 3  
81-82 Worcester Street  
Kidderminster  
Worcestershire  
DY10 1EH

**Phone** 07469216904

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

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

## Activities

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**Objects:** TO RELIEVE PERSONS IN THE DISTRICT OF WYRE FOREST AND THE SURROUNDING AREA THAT ARE IN FINANCIAL HARDSHIP IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT, IN PARTICULAR, BUT NOT EXCLUSIVELY BY:-I. PROVIDING EMERGENCY FOOD, ESSENTIAL TOILETRIES AND HOUSEHOLD ITEMS TO INDIVIDUALS AND FAMILIES IN NEED AND/OR FOR DISTRIBUTION BY CHARITIES OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.II.SUCH OTHER MEANS, INCLUDING(BUT NOT LIMITED TO)THE PROVISION OF SUPPORT OR SIGNPOSTING TO RELEVANT INFORMATION AND OTHER ADVISORY SERVICES

**Activities:** Object of Kidderminster Foodbank as part of the Trussell Trust, is to relieve persons in the district of Wyre Forest and the surrounding areas in financial hardship by providing emergency food, essential toiletries and household items to individuals and families for distributions by charities or other organisations to prevent or relieve poverty. To include signposting to advisory services.

## Classification

- **How:** Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

- Throughout England And Wales

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-30	£179,155	£128,048	-	-
2024-04-30	£113,769	£148,530	-	-
2023-04-30	£98,426	£60,878	-	-
2022-04-30	£68,626	£30,913	-	-
2021-04-30	£65,476	£25,713	-	-

## Trustees

Name	Role	Appointed
<b>Peter John Holden</b>	Chair	2022-03-09
Graeme Anderson		2022-03-09
Jayne Boucher		2024-09-24
MAUREEN JOYCE LEWIS		2012-05-15
Mel Bailey		2023-03-30
Michael Loftus		2024-07-23
Michaela Fallon-Williams		2025-09-23
Peter Hugh Downing White		2024-07-23
Rev David Hildred		2021-10-15

**KIDDERMINSTER FOODBANK**

England & Wales - Charity number 1159223

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# Accounts

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# Trustees' Annual Report for the period

		Period start date			Period end date		
From	Day	Month	Year	To	Day	Month	Year
	15	05	2024		14	05	2025

## Section A Reference and administration details

Charity name **Kidderminster Foodbank**

Other names charity is known by

Registered charity number (if any) **1159223**

Charity's principal address

81/82, Worcester Street  
 Kidderminster  
 Worcs  
 Postcode **DY10 2DP**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Holden	Chair		
2	Maureen Lewis	Secretary		
3	Abigail Holland	Treasurer	15.5.24 – 31.10.24	
4	Graeme Anderson	Trustee		
5	David Hildred	Trustee		
6	Melanie Bailey	Trustee		
7	Michael Loftus	Trustee	23.7.24 – 14.5.25	
8	Peter White	Trustee	23.7.24 – 14.5.25	
9	Jayne Boucher	Trustee	24.9.24 – 14.5.25	Treasurer from 1.11.24
10				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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Nina Price, Foodbank Manager

**Section B Structure, governance and management**

**Description of the charity’s trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	New trustees replaced by: advertising following skills audit.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity’s organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees’ consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>Originally Foodbank number 188 under the umbrella of the wider Trussell Trust Charity; registered under ‘Churches together in Kidderminster’ in May 2013.</p> <p>Became independently registered as a CIO charity [no: 1159223] in November 2014 as ‘Kidderminster Foodbank’ and remains a franchisee of Trussell and within the organisational structure of Trussell’s policies and procedures.</p> <p>Engages 61 volunteer workers; and 1 Foodbank Manager - salaried, fixed-term (initially to November 2025); 1 Session Duty Manager - salaried fixed-term (initially to November 2025); 1 Sessional Clerk to trustee board (fixed-term initially to July 2027).</p> <p>Trustees are particularly alert to their responsibilities as employers and the legally-required processes.</p> <p>Foodbank Manager and Chair of Trustees liaise with main/key referral agency leads online and face-to-face.</p> <p>Foodbank Manager attends local ‘Foodbank Forum’ Foodbank Manager and Chair have initiated a local network with other food-providers.</p>
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**Section C Objectives and activities**

The object of the CIO is to relieve persons in the district of the Wyre Forest and the surrounding areas who are in financial hardship in such
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**Summary of the objects of the charity set out in its governing document**

ways as the Trustees from time to time think fit, in particular, but not exclusively:  
by providing emergency food, essential toiletries and household items to individuals and families in need, or for distribution by charities or other organisations working in Britain to prevent or relieve poverty;  
and  
by such other means, including (but not limited by) the provision of access to or signposting to relevant information and other advisory services.  
**(See 'Report of Chair of Trustees' – Sec D below)**

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In setting objectives and planning activities, Trustees have given careful consideration to the Charity Commission public benefits guidance.

The Foodbank is required to operate within the legal constraints commonly associated with a small business, plus those required by the Charity Commission. These include: the Health & Safety at Work Act 1974; the storage of food as laid down by the Environmental Health and Food Standards Agency; full insurance to cover the activities of the charity.

Kidderminster Foodbank employs a paid Foodbank Manager (from November 2023), employs a paid 'Session Duty Manager' (from July 2024), and employs a Board Clerk/Finance Administrator (from June 2025).

It is, otherwise, a volunteer-staffed, Christian-based charity, open to all who need food and in crisis. It is open 3 days a week: Monday, Wednesday and Friday, and serves towns throughout the Wyre Forest and adjoining areas, including within Worcestershire, Shropshire and South Staffordshire.

Currently, on average approx. 75% of the food received is donated by the public either directly via churches, schools, local businesses, voluntary organisations and individuals, or from other outlets such as donation boxes at supermarkets. The food is collected, dated and stored rotationally.

In addition approx. 25% of food given out is acquired by buying-in as necessary, using the foodbank's finances: grants obtained, along with money donated by the public, businesses, etc.

Three days' food supply is provided for each person/family, using Trussell's Referrer Voucher Scheme. All beneficiaries must be referred by a frontline care professional/agency so as to establish genuine need. The food provided aims to ensure a well-balanced variety of ambient food is offered to help clients through an immediate crisis.

The foodbank provides fresh fruit and vegetables in addition; this being stored in accord with Food Standards.

Trussell provide a data system, which facilitates foodbank e-vouchers and enables trustees to keep a safe record of figures and clients details, and ensures as far as possible that the methods used are safe and efficient according to Data Protection legal requirements. The foodbank routinely use e-referrals with passwords, to improve Data Protection, and is registered with the ICO.

**Additional details of objectives and activities (Optional information)**

There are currently 61 listed and approved volunteers undertaking a variety of roles, including: collecting donations from local supermarkets, sorting food, face-to-face contacts, administrative duties, social media management, acting as trustees, etc.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

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**Summary of the main achievements of the charity during the year**

**Report of the Chair of Trustees (May 2025)**

*The last year has been a busy period in the development of the foodbank and its vision to offer 'more than food'.*

*The trustees' decision in 2022 to aim to quit the Swan Centre premises at the lease break-point (in September 2025) meant board efforts from late 2024 were geared to ensure that was achieved. The flooding of our Swan Centre premises with raw sewerage in late June 2024, our move temporarily into another shop within the centre, and the uninterested and lacklustre response of our landlords heightened our determination.*

*We had fruitful discussions with Wyre Forest District Council (WFDC) during late 2024 about locating new premises where a 'wellbeing hub' might be established. A wellbeing hub fitted the foodbank's long-term aim to make foodbank operation just a part of our service, while also meeting WFDC's own long-held ambition for such a centre.*

*Heads of terms for a new 12-year lease were agreed in mid-2025 and a large shop with adequate storage and flexible space for the wellbeing hub element was settled-on. This requires significant works before leasing and the procurement process for WFDC has become protracted.*

*While it was intended the foodbank would re-locate to the new shop by September 2025 this now looks unlikely and WFDC have greatly assisted with a plan to enable the foodbank to be temporarily located at low cost in a pair of WFDC-owned shops close by. This will be before the September date we need to vacate the Swan Centre.*

*The foodbank is working closely with WFDC to ensure our wellbeing hub plans come to fruition early in 2026 and at present a number of local agencies and organisations have begun to express commitment to having a regular presence in the hub.*

*It must be recorded here that the commitment, dedication and straightforward hard work of our volunteers and staff is extraordinary; enabling the foodbank to run smoothly and continuously while offering the same high level of caring service throughout.*

*I am pleased to report, in a clear sign of a healthy organisation, that the number of people asking to volunteer to work with us has increased over the past year. There is a remarkable esprit de corps; occasional social events have contributed to this and have been most enjoyable.*

*I would also want to place on record our profound thanks to the host of local people – individuals, businesses, churches, schools, organisations and charities – without whose continuous support and generosity we simply would not be able to function. For example, businesses which encourage their staff to come and volunteer, schools who run 'harvest' collections, churches who have us as a nominated charity, individuals who routinely put food donations in our in-store collection boxes, others who set up monthly payment orders and people who just come in and give us very generous cash donations anonymously; all are crucial and remind us how much heart exists in our community.*

*The trustees continue to work assiduously on developing the foodbank's service and are pleased to have bought-in the advice services of the Wyre Forest CAB on a 2-year contract starting in September 2024 with Trussell 'Financial Inclusion' funding assistance. Early indications are of a very positive working relationship with CA staff members and a tangible*

*impact, helping people using the foodbank with their financial and other problems.*

*The board has appointed three new trustees in the past year; adding required knowledge and expertise we identified from a skills audit. Having trustees with, respectively, property acquisition, finance, and business engagement skills has enhanced our professional breadth. The board has identified HR expertise as an area where we require skills and at the time of writing we plan to recruit for such a person.*

*Abi Holland, who joined the board early in 2023 as Treasurer and oversaw very considerable work on updating and upgrading our banking, finances and financial reporting, stood down in October 2024. We are most grateful to her for her valuable work and the foundations she put in place.*

*Having a trustee board which maintains its personal commitment and sense of strategic direction has been crucial and I would put on record my personal thanks for that.*

*I would wish also to publicly note my profound thanks to all our staff, our trustees and our volunteers who have worked so hard in the past year to:*

*sustain a vital local resource, with compassion and humanity;*

*hold to our vision to develop services which offer local people facing hardship the help they need to become more resilient and independent; and*

*work toward a local community where needing to rely upon foodbank provision becomes a thing of the past.*

*They have done so in the face of very considerable upheaval, premises moves, financial challenges and landlords whose behaviour and attitude have created very significant additional problems.*

*Nonetheless, we remain in a good financial position and can look to the coming year as an exciting one where, all being well, our plans take tangible strides forward.*

Peter Holden  
31.8.25

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We anticipate requiring approx £12,000 per month to cover regular outgoings.

A reserves policy – to cover rent, service charges and salaries - is in place to ensure the foodbank can meet these costs to the end of the lease. Despite a general expenditure increase, with our current balance of £159,995 we believe we are able to sustain operations at the current level. This takes into account the level of financial donations (many by standing orders and gift aid) and greater reliance on external fundraising and grants, which will enable Foodbank to ring-fence rent and salary costs.

The trustees are working with Trussell to obtain access to other sources of grant funding. The CAB 2-year post is funded within the Trust's 'Financial Inclusion' scheme.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are from grants: via WFDC - incl. Household Support Fund - and Trussell; churches and societies; businesses; organisations; trusts and individuals. We have a website and we use social media to update potential donors about our shortages and immediate needs.

In order to support the key objectives of our charity, our major expenditure is on: salaries, renting the premises for the foodbank and buying-in food supplies routinely as required. Other administrative costs are insurance, office equipment and transport expenses (we offer to cover the mileage costs for volunteers routinely picking up the food from donors).

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s) Peter Holden

Lucy Simpson

<b>Position (eg Secretary, Chair, etc)</b>	<b>Chair of Trustees</b>	<b>Trustee Board Clerk</b>
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<b>Date</b>	<b>31<sup>st</sup> August 2025</b>
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**Receipts and payments accounts**

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For the period from	5/1/2024	To	4/30/2025
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**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Anon CAF	180	-	-	180	50
Personal / Anon	24,053	-	-	24,053	31,597
Just Giving	3,366	-	-	3,366	6,978
Community / Other	3,678	-	-	3,678	4,496
Council	70,902	-	-	70,902	1,397
Businesses	17,770	-	-	17,770	10,443
Grants Trussell/memorial	54,812	-	-	54,812	8,411
Churches	920	-	-	920	1,154
Gift Aid	3,474	-	-	3,474	3,286
National Lottery Community Fund	-	-	-	-	45,956
<b>Sub total(Gross income for AR)</b>	<b>179,155</b>	<b>-</b>	<b>-</b>	<b>179,155</b>	<b>113,769</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>179,155</b>	<b>-</b>	<b>-</b>	<b>179,155</b>	<b>113,769</b>
<b>A3 Payments</b>					
Food / Supplies	38,205	-	-	38,205	92,121
Taxis	-	-	-	-	749
Mileage	642	-	-	642	534
Utilities	1,462	-	-	1,462	3,322
Legal & Professional	30,578	-	-	30,578	825
Insurance	2,050	-	-	2,050	272
Rent & Service Charges	19,827	-	-	19,827	37,247
Premises Maintenance	1,880	-	-	1,880	3,219
Bank Charges	126	-	-	126	139
Training	-	-	-	-	-
Clothing	-	-	-	-	979
Office Supplies	621	-	-	621	780
Employment Costs	32,658	-	-	32,658	8,345
	-	-	-	-	-
<b>Sub total</b>	<b>128,048</b>	<b>-</b>	<b>-</b>	<b>128,048</b>	<b>148,530</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>128,048</b>	<b>-</b>	<b>-</b>	<b>128,048</b>	<b>148,530</b>
<b>Net of receipts/(payments)</b>	<b>51,107</b>	<b>-</b>	<b>-</b>	<b>51,107</b>	<b>- 34,761</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>115,603</b>	<b>-</b>	<b>-</b>	<b>115,603</b>	<b>150,364</b>
<b>Cash funds this year end</b>	<b>166,710</b>	<b>-</b>	<b>-</b>	<b>166,710</b>	<b>115,603</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	HSBC Account	166,212	-	-
	Soldo	463	-	-
	Cash	35	-	-
	<b>Total cash funds</b>	<b>166,710</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK

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Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	PAYE/NIC/Pension Payable	Unrestricted	667	May 2025
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



## Trial Balance

Kidderminster Foodbank

As at 30 April 2025

Cash Basis

Account	Account	Account Type	Debit - Year to date	Credit - Year to date	
200	Individuals - standing order	Revenue		13,785.00	
201	Individual - Other	Revenue		3,344.42	
202	Gift Aid	Revenue		3,473.97	
203	Just Giving	Revenue		3,366.01	
204	Cash donations	Revenue		6,325.00	
210	Community	Revenue		53.25	
211	Churches	Revenue		919.90	
212	Schools	Revenue		150.00	
213	Business Donations	Revenue		10,419.61	
220	Non-profit	Revenue		1,640.00	
221	Rotary	Revenue		1,750.00	
230	Trussell	Revenue		54,812.06	
236	Grants - Council	Revenue		34,000.00	
240	Council	Revenue		36,901.90	
245	Community Housing Group	Revenue		7,350.00	
251	CAF	Revenue		180.00	
252	Solicitor	Revenue		500.00	
260	Other Revenue	Revenue		84.94	
300	Tesco/Sainsburys	Direct Costs	22,097.13		Food /
301	B&M	Direct Costs	69.31		Food /
310	Butcher	Direct Costs	4,573.00		Food /
311	Greengrocer	Direct Costs	10,541.00		Food /
312	Baker	Direct Costs	328.11		Food /
315	Packaging	Direct Costs	597.16		Food /
325	Transport - Mileage	Direct Costs	641.50		Mileage
401	Audit & Accountancy fees	Overhead	4,335.01		Legal
404	Bank Fees	Overhead	125.96		Bank (
408	Cleaning	Overhead	360.00		
412	Consulting	Overhead	137.28		
413	CAB Service Delivery	Expense	25,768.75		
420	Entertainment-100% business	Overhead	37.01		Office
429	General Expenses	Overhead	336.53		Legal
433	Insurance	Overhead	2,050.21		Insura
445	Light, Power, Heating	Overhead	729.05		Utilitie
460	Office / Stationery purchases	Overhead	541.51		Office
462	Furniture and Fixtures	Overhead	309.60		Premi:
463	IT Software and Consumables	Overhead	42.00		
469	Rent	Overhead	18,000.00		Rent &
470	Service Charges	Overhead	1,827.14		Rent &
473	Repairs & Maintenance	Overhead	1,210.51		Premi:
476	Wages - Hourly / Casual	Overhead	2,520.00		Emplo
477	Salaries	Overhead	29,301.02		Emplo
482	Pensions Costs	Overhead	1,172.14		Emplo
489	Telephone & Internet	Overhead	733.07		Utilitie
	Kidderminster Foodbank	Bank	166,211.74		
	Soldo	Bank	462.88		
Vouchers	Vouchers	Bank	35.00		
825	PAYE Payable	Current Liability	16.52		
826	NIC Payable	Current Liability		451.64	
840	Historical Adjustment	Current Liability		150,364.77	
858	Pensions Payable	Current Liability		232.26	
960	Retained Earnings	Equity	34,994.59		
<b>Total</b>			<b>330,104.73</b>	<b>330,104.73</b>	

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# Cash Summary

Kidderminster Foodbank

For the year ended 30 April 2025

	Account	May 2024	Jun 2024	Jul 2024	Aug 2024
<b>Income</b>					
	Non-Profit Large Organisations	29	51,750	629	0
	Businesses	0	1,170	1,603	50
	Individual Donors	2,020	1,595	5,614	1,820
	Just Giving	493	488	197	186
	Miscellaneous	50	0	0	0
	Grants - Council	0	10,000	0	6,000
<b>Total Income</b>		<b>2,592</b>	<b>65,003</b>	<b>8,043</b>	<b>8,056</b>
<b>Less Expenses</b>					
	Food & Packaging	4,907	3,718	2,619	2,056
	Taxis & Mileage	72	210	0	0
	Employment Costs	1,405	1,405	1,757	1,757
	Property Costs	1,162	4,702	93	49
	People Costs	0	0	0	0
	Office Costs	46	49	82	50
	Professional Fees	95	786	200	88
	General Expenses	0	35	0	0
	Cleaning	0	190	0	0
	Consulting	0	0	0	137
	Wages - Hourly / Casual	560	420	560	700
	CAB Service Delivery	0	0	0	0
<b>Total Expenses</b>		<b>8,247</b>	<b>11,515</b>	<b>5,311</b>	<b>4,837</b>
	<b>Surplus (Deficit)</b>	<b>(5,655)</b>	<b>53,488</b>	<b>2,733</b>	<b>3,219</b>
<b>Plus Other Cash Movements</b>					
	Payroll Control Accounts	(163)	193	(48)	44
<b>Total Other Cash Movements</b>		<b>(163)</b>	<b>193</b>	<b>(48)</b>	<b>44</b>
	<b>Net Cash Movement</b>	<b>(5,818)</b>	<b>53,681</b>	<b>2,685</b>	<b>3,263</b>
<b>Summary</b>					
	Opening Balance	115,703	109,885	163,565	166,250
	Plus Net Cash Movement	(5,818)	53,681	2,685	3,263
	Closing Balance	109,885	163,565	166,250	169,513

**Sept 2024 Oct 2024 Nov 2024 Dec 2024 Jan 2025 Feb 2025 Mar 2025 Apr 2025 Year to date**

1,757	0	29	750	1,000	350	42,000	770	99,064
600	250	6,090	5,159	361	50	50	50	15,433
1,605	1,692	3,275	2,140	1,850	1,140	3,117	1,240	27,108
131	94	163	263	944	31	135	242	3,366
0	35	0	0	0	0	0	0	85
0	0	0	500	10,000	0	0	7,500	34,000
<b>4,093</b>	<b>2,071</b>	<b>9,557</b>	<b>8,812</b>	<b>14,155</b>	<b>1,571</b>	<b>45,302</b>	<b>9,801</b>	<b>179,056</b>

3,868	4,052	2,729	2,599	2,654	2,156	5,042	1,806	38,206
0	104	0	95	0	0	0	162	642
3,019	3,019	3,019	3,019	3,019	3,019	3,019	3,019	30,473
2,764	39	39	28	6,327	85	6,372	106	21,767
0	0	0	0	0	0	0	37	37
540	32	105	108	194	142	186	90	1,626
46	1,714	648	773	91	1,892	91	87	6,511
0	13	0	70	166	2	0	52	337
0	0	0	0	0	0	170	0	360
0	0	0	0	0	0	0	0	137
280	0	0	0	0	0	0	0	2,520
0	0	0	0	0	14,725	11,044	0	25,769
<b>10,517</b>	<b>8,972</b>	<b>6,540</b>	<b>6,692</b>	<b>12,451</b>	<b>22,020</b>	<b>25,925</b>	<b>5,358</b>	<b>128,384</b>

<b>(6,423)</b>	<b>(6,901)</b>	<b>3,017</b>	<b>2,121</b>	<b>1,704</b>	<b>(20,450)</b>	<b>19,377</b>	<b>4,444</b>	<b>50,672</b>
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667	(591)	668	668	(638)	668	(261)	(871)	335
<b>667</b>	<b>(591)</b>	<b>668</b>	<b>668</b>	<b>(638)</b>	<b>668</b>	<b>(261)</b>	<b>(871)</b>	<b>335</b>

<b>(5,756)</b>	<b>(7,492)</b>	<b>3,685</b>	<b>2,788</b>	<b>1,066</b>	<b>(19,782)</b>	<b>19,116</b>	<b>3,573</b>	<b>51,007</b>
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169,513	163,757	156,265	159,950	162,738	163,803	144,021	163,137	115,703
(5,756)	(7,492)	3,685	2,788	1,066	(19,782)	19,116	3,573	51,007
163,757	156,265	159,950	162,738	163,803	144,021	163,137	166,710	166,710

# Balance Sheet

Kidderminster Foodbank

As at 30 April 2025

Cash Basis

	Account	30 Apr 2025
<b>Current Assets</b>		
<b>Cash at bank and in hand</b>		
	Kidderminster Fo	166,211.74
	Soldo	462.88
	Vouchers	35.00
	<b>Total Cash at ba</b>	<b>0.00</b>
<b>Total Current Assets</b>		<b>0.00</b>
<b>Creditors: amounts falling due within one year</b>		
	Historical Adjustr	150,364.77
	NIC Payable	451.64
	PAYE Payable	(16.52)
	Pensions Payable	232.26
<b>Total Creditors: amounts falling due within one year</b>		<b>0.00</b>
	<b>Net Current Ass:</b>	<b>0.00</b>
	<b>Total Assets les:</b>	<b>0.00</b>
	<b>Net Assets</b>	<b>0.00</b>
<b>Capital and Reserves</b>		
	Current Year Ear	50,672.06
<b>Total Capital and Reserves</b>	Retained Earning	(34,994.59)
<b>Total Capital and Reserves</b>		<b>0.00</b>

# Balance Sheet

Kidderminster Foodbank

As at 30 April 2025

	Account	30 Apr 2025
<b>Current Assets</b>		
	<b>Cash at bank and in hand</b>	
	Kidderminster Foodbank	166,211.74
	Soldo	462.88
	Vouchers	35.00
	<b>Total Cash at bank and in hand</b>	<b>0.00</b>
<b>Total Current Assets</b>		<b>0.00</b>
<b>Creditors: amounts falling due within one year</b>		
	Accounts Payable	667.49
	Historical Adjustment	150,364.77
	NIC Payable	451.64
	PAYE Payable	(16.52)
	Pensions Payable	232.26
	Suspense	1,588.38
<b>Total Creditors: amounts falling due within one year</b>		<b>0.00</b>
	<b>Net Current Assets (Liabilities)</b>	<b>0.00</b>
	<b>Total Assets less Current Liabilities</b>	<b>0.00</b>
	<b>Net Assets</b>	<b>0.00</b>
<b>Capital and Reserves</b>		
	Current Year Earnings	50,216.89
	Retained Earnings	(36,795.29)
<b>Total Capital and Reserves</b>		<b>0.00</b>



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

**Kidderminster Foodbank**

**On accounts for the year ended**

April 30<sup>th</sup> 2025

**Charity no  
(if any)**

1159223

**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 30/04/2025.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:** *T. Herriott*

**Date:** 14 November 2025

**Name:** Mr Tim Herriott

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

ACA

**Address:**

15 Briarsleigh, Wildwood

Stafford ST17 4QP

**KIDDERMINSTER FOODBANK**

England & Wales - Charity number 1159223

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day <b>15</b>	Month <b>05</b>	Year <b>2023</b>		Day <b>14</b>	Month <b>05</b>	Year <b>2024</b>

## Section A Reference and administration details

**Charity name**

**Other names charity is known by**

**Registered charity number (if any)**

**Charity's principal address**

Unit E 8/9 Swan Shopping Centre	
Blackwell Street	
Kidderminster	
<b>Postcode</b>	DY10 2DP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Holden	Chair		
2	Maureen Lewis	Secretary		
3	Abigail Holland	Treasurer		
4	Graeme Anderson	Trustee		
5	David Hildred	Trustee		
6	Melanie Bailey	Trustee		
7	Tim Williams	Trustee	15.5.23 – 14.9.23	
8	Denise Carson	Trustee	15.5.23 – 5.2.24	
9				
10				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

Nina Price, Foodbank Manager

**Section B Structure, governance and management**

**Description of the charity's trusts**

Type of governing document <i>(eg. trust deed, constitution)</i>	Constitution
How the charity is constituted <i>(eg. trust, association, company)</i>	Trust
Trustee selection methods <i>(eg. appointed by, elected by)</i>	Initial trustees appointed by Steering Committee 'Churches Together in Kidderminster'. New trustees replaced by: advertising following skills audit.

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity's organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees' consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>Originally Foodbank number 188 under the umbrella of the wider Trussell Trust Charity, and registered under 'Churches together in Kidderminster' in May 2013.</p> <p>Became independently registered as a CIO charity [no: 1159223] in November 2014 as 'Kidderminster Foodbank'.</p> <p>Remains a franchisee of Trussell Trust and within the organisational structure of it's policies and procedures.</p> <p>Engages 47 volunteer workers; 1 salaried, two-year fixed-term Foodbank Manager; and 1 sessional Duty Manager.</p> <p>Trustees are particularly alert to their responsibilities as employers and the processes required legally.</p> <p>Foodbank Manager and Chair of Trustees liaise online and face-to-face with main/key referral agency leads.</p> <p>Foodbank Manager attends local 'Foodbank Forum' Foodbank Manager and Chair have initiated local network with other food-providers.</p>
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to relieve persons in the district of the Wyre Forest and the surrounding areas who are in financial hardship in such ways as the Trustees from time to time think fit, in particular, but not exclusively:  
by providing emergency food, essential toiletries and household items to individuals and families in need, or for distribution by charities or other organisations working in Britain to prevent or relieve poverty;  
and  
by such other means, including (but not limited by) the provision of access to or signposting to relevant information and other advisory services.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In setting objectives and planning activities, Trustees have given careful consideration to the Charity Commission public benefits guidance. The Foodbank is required to operate within the legal constraints commonly associated with a small business, plus those required by the Charity Commission. These include the Health & Safety at Work Act 1974, the storage of food as laid down by the Environmental Health and Food Standards Agency, full insurance to cover the activities of the charity.

Kidderminster Foodbank employs a paid Foodbank Manager (from November 2023) and engages a paid 'Session Duty Manager' (from March 2024). It is, otherwise, a volunteer-staffed, Christian-based charity, open to all who need food and in crisis. It is open 3 days a week: Monday, Wednesday and Friday, and serves towns throughout the Wyre Forest and adjoining areas, including within Worcestershire, Shropshire and South Staffordshire.

On average approx. 75% of the food received is donated by the public either directly to us via churches, schools, local businesses, voluntary organisations and individuals, or from other outlets such as donation boxes at supermarkets. The food is collected, dated and stored rotationally.

In addition on average approx. 25% of food given out is acquired by buying-in as necessary, using the foodbank's finances: grants obtained, along with money donated by the public, businesses, etc.

Three days' food supply is provided for each person/family, using a referrer Voucher Scheme patented by the Trussell Trust. All beneficiaries must be referred by a frontline care professional/agency so as to establish genuine need.

The food provided aims to ensure a well-balanced variety of ambient food is offered to help clients through an immediate crisis.

The foodbank also provides fresh fruit and vegetables; this being stored in accord with Food Standards. The foodbank offered meat vouchers (redeemable at a nearby butchers) to clients until mid-May 2024, but has halted this scheme.

The Trussell Trust provide a data system, which facilitates printed foodbank vouchers and enables trustees to keep a safe record of figures and clients details, and ensures as far as possible that the methods used are safe and efficient according to Data Protection legal requirements. The foodbank routinely use e-referrals with passwords, to improve Data Protection, and is registered with the ICO.

**Additional details of objectives and activities (Optional information)**

There are currently 47 listed and approved volunteers undertaking a variety of roles, including: collecting donations from local supermarkets, sorting food, face-to-face contacts, administrative duties, social media management, etc.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

W

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

In the year to 15.5.24 the foodbank fed 8,139 people – 5,077 adults and 3,062 children in the Wyre Forest area.

This figure is higher than last year and represents a high-water mark in local demand on the service.

Food donations weighed in at 63,540 kgs (of which 16,600 kgs was purchased) with 67,544 kgs given out to clients. The foodbank remains extremely grateful for the generosity of local people and organisations who donate food and money.

Clients continue to be referred by Trussell Trust-registered Referral Agents In Wyre Forest our referrers include: Citizens Advice, Wyre Forest DC, Probation Service, Cranstoun [drug project], health centres & Social Prescribers, schools, churches, Nightstop.

In February 2024 central government prevented Jobcentre Plus staff issuing foodbank vouchers. Their proposed alternative did not include any assessment of need, merely signposting. While Jobcentre Plus referrals amounted to approx one-third of the yearly total, the foodbank confirmed with Jobcentre Plus management it would no longer accept referrals from Marc 2024. This does not appear to have had a significant impact upon numbers of vouchers presented at the foodbank; clients are likely to have sought help via other referral agencies.

At the end of this reporting year, the foodbank remains settled in the town-centre premises within the terms of a 5-year lease (commenced September 2022; break-clause at Sept 2025). This enables the foodbank to continue to meet our charity's aims and objectives.

The present, enduring financial 'cost-of-living' crises and very high levels of continuing demand indicate the foodbank will need to continue in business for the next few years.

**Future plans**

The trustees decided in June 2023 to create a paid Foodbank Manager post with the explicit aim to develop and enhance the foodbank's service and its 'more than food' offer.

The previous volunteer Project Managers (three people sharing the task) stepped-down respectively in July 2023 and late September 2023. The latter at short notice.

The recruitment process for the paid post during the early summer of 2023 had not, at that time, secured a paid Manager. The trustees agreed a temporary arrangement whereby the Chair of Trustees along with a past volunteer manager managed the day-to-day running of the foodbank until the current Foodbank Manager was appointed in November 2023.

The trustees remain committed to their aim of developing the services the foodbank offers – beyond immediate food provision - and, as a first step, are in the latter stages of concluding a contract and service level agreement with Wyre Forest Citizens Advice [CAB] to provide a dedicated post offering advice and debt/money management counselling within a two-year contract.

Trustees are also committed to keeping in view the possibility that developing services will entail a requirement for different premises.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Looking ahead, we anticipate requiring approx £7,500 per month to cover regular outgoings. A reserves policy – to cover rent, service charges and salaries - is in place to ensure the foodbank can meet these costs to the end of the lease. Despite a general expenditure increase, with our current balance of £115,603 we believe we are able to sustain operations at the current level for the 18 months to the lease break-point. This takes into account the level of financial donations (many by standing orders and gift aid) and greater reliance on external fundraising and grants, which will enable Foodbank to ring-fence rent and salary costs.

The trustees are working with Trussell Trust to obtain access to other sources of grant funding. The planned CAB post is funded within the Trust's 'Financial Inclusion' scheme.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are from grants: via WFDC - incl. Household Support Fund - and Trussell Trust; churches and societies; businesses; organisations; trusts and individuals. We have a website and we use social media to update potential donors about our shortages and immediate needs.

In order to support the key objectives of our charity, our major expenditure is on: salaries, renting the premises for the foodbank and buying-in food supplies routinely as required. Other administrative costs are insurance, office equipment and transport expenses (we cover the mileage costs for volunteers routinely picking up the food from donors).

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>		
<b>Full name(s)</b>	<b>Peter Holden</b>	
<b>Position (eg Secretary, Chair, etc)</b>	<b>Chair</b>	
<b>Date</b>	<b>8<sup>th</sup> November 2024</b>	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Kidderminster Foodbank 1159223

**Receipts and payments accounts**

CC16a

For the period from 01/05/2023 To 30/04/2024

**Section A Receipts and payments**

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Anon CAF	50	-	-	50	11,000
Personal / Anon	31,597	-	-	31,597	29,974
Just Giving	6,978	-	-	6,978	21,223
Community / Other	4,496	-	-	4,496	8,428
Council	1,397	-	-	1,397	450
Businesses	10,443	-	-	10,443	6,334
Grants Trussell/memorial	8,411	-	-	8,411	19,890
Churches	1,154	-	-	1,154	1,127
Gift Aid	3,286	-	-	3,286	-
National Lottery Community Fund	-	45,956	-	45,956	-
<b>Sub total (Gross income for AR)</b>	<b>67,813</b>	<b>45,956</b>	<b>-</b>	<b>113,769</b>	<b>98,426</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>67,813</b>	<b>45,956</b>	<b>-</b>	<b>113,769</b>	<b>98,426</b>
<b>A3 Payments</b>					
Food / Supplies	67,355	24,766	-	92,121	32,504
Taxis	749	-	-	749	2,248
Mileage	403	130	-	534	1,242
Utilities	2,443	879	-	3,322	1,092
Legal & Professional	132	693	-	825	2,756
Insurance	272	-	-	272	249
Rent & Service Charges	28,492	8,755	-	37,247	17,444
Premises Maintenance	965	2,253	-	3,219	1,527
Bank Charges	139	-	-	139	187
Training	-	-	-	-	720
Clothing	-	979	-	979	371
Office Supplies	222	558	-	780	537
Employment Costs	1,402	6,943	-	8,345	-
	-	-	-	-	-
<b>Sub total</b>	<b>102,574</b>	<b>45,956</b>	<b>-</b>	<b>148,530</b>	<b>60,878</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>102,574</b>	<b>45,956</b>	<b>-</b>	<b>148,530</b>	<b>60,878</b>
<b>Net of receipts/(payments)</b>	<b>- 34,761</b>	<b>- 0</b>	<b>-</b>	<b>- 34,761</b>	<b>37,548</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	150,364	-	-	150,364	112,816
<b>Cash funds this year end</b>	<b>115,603</b>	<b>- 0</b>	<b>-</b>	<b>115,603</b>	<b>150,364</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	HSBC Account	112,549	-	-
	Soldo	3,044	-	-
	Cash	10	-	-
	<b>Total cash funds</b>	<b>115,603</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

OK                      OK                      OK

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>	PAYE/NIC/Pension Payable	Unrestricted	332	May 2024
	Accounts Payable	Unrestricted	1,801	May 2024
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



**Section A**

**Independent Examiner's Report**

**Report to the trustees**

**Kidderminster Foodbank**

**On accounts for the year ended**

April 30<sup>th</sup> 2024

**Charity no  
(if any)**

1159223

**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 30/04/2023.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:** T. Herriott

**Date:** 8 October 2024

**Name:** Mr Tim Herriott

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

ACA

**Address:**

15 Briarsleigh, Wildwood

Stafford ST17 4QP

**KIDDERMINSTER FOODBANK**

England & Wales - Charity number 1159223

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 15	Month 05	Year 2022		Day 14	Month 05	Year 2023

## Section A Reference and administration details

Charity name **Kidderminster Foodbank**

Other names charity is known by

Registered charity number (if any) **1159223**

Charity's principal address **Unit 9 Swan Shopping Centre**

**Blackwell Street**

**Kidderminster**

**Postcode**

**DY10 2DP**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Peter Holden	Chair	29.11.22 – 15.5.23	
2	Maureen Lewis	Secretary		
3	Abigail Holland	Treasurer	16.1.23 – 15.5.23	
4	Denise Carson	Trustee	**	
5	Peter Edwards	Trustee	15.5.22 – 5.12.23	
6	Tim Williams	Trustee		
7	Judith Ford	Trustee	15.5.22 – 25.5.22	
8	David Hildred	Trustee		
9	Graeme Anderson	Trustee		
10	Melanie Bailey	Trustee	11.5.23 – 15.5.23	
11	** Denise Carson	Chair	15.5.22 – 29.11.22	
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year



**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity’s trusts**

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Initial trustees appointed by Steering Committee ‘Churches Together in Kidderminster’. New trustees replaced by election and following subsequent retirements.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity’s organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees’ consideration of major risks and the system and procedures to manage them.

Originally Foodbank number 188 under the umbrella of the wider Trussell Trust Charity, and registered under ‘Churches together in Kidderminster’ in May 2013.  
Became independently registered in November 2015 as ‘Kidderminster Foodbank’, but remains a franchisee of Trussell Trust and within the organisational structure of it’s policies and procedures.

**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to relieve persons in the district of the Wyre Forest and the surrounding areas that are in financial hardship in such ways as the Trustees from time to time think fit, in particular, but not exclusively: by providing emergency food, essential toiletries and household items to individuals and families in need, or for distribution by charities or other organisations working in Britain to prevent or relieve poverty; and by such other means, including (but not limited by) the provision of access to or signposting to relevant information and other advisory services.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In setting our objectives and planning our activities, Trustees have given careful consideration to the Charity Commission public benefits guidance. The Foodbank is required to operate within the legal constraints commonly associated with a small business, plus those required by the Charity Commission. These include the Health & Safety at Work Act 1974, the storage of food as laid down by the Environmental Health and Food Standards Agency, insurance to cover the activities of the charity: public, product and building & contents insurance.

Kidderminster Foodbank is a volunteer-staffed, Christian-based charity, open to all who need food, and are going through a crisis. It is open 3 days a week: Monday, Wednesday and Friday, and serves towns throughout the Wyre Forest and adjoining areas, including within Staffs, Shrops & Worcs.

A very large percentage of the food received is donated by the public either directly to us via churches, schools, local businesses, voluntary organisations and individuals, or from other outlets such as donation boxes at supermarkets. The food is collected, dated and stored rotationally.

Shortfalls are covered by buying-in as necessary, using the Foodbank's finances; money which has been donated by the public.

3 days' food supply is provided for each person, using a referrer Voucher Scheme patented by the Trussell Trust. Everyone who comes to the Foodbank has been referred by a front line care professional/agency ensuring that the need is genuine

The food is bagged up and given to the person, using a picking system, to ensure they have a well-balanced variety of ambient food sufficient to help them through an immediate crisis. The foodbank makes fresh fruit and vegetables routinely available; this is stored in the correct way, in accord with Food Standards. The foodbank offers meat vouchers to clients, redeemable at a nearby butchers. The foodbank has no paid staff, but all volunteers undertake a training in Health and Safety, Manual Handling and Safeguarding.

The Trussell Trust provide a data system, which facilitates printed vouchers and enables us to keep a safe record of figures and clients details, and ensures as far as possible that the methods used are safe and efficient according to Data Protection legal requirements. The foodbank routinely use e-referrals with passwords, to improve Data Protection, and is registered with the ICO.

**Additional details of objectives and activities (Optional information)**

There are currently 38 listed and approved volunteers undertaking a variety of roles, including collecting donations from local supermarkets, sorting food, face to face contacts and all the administrative duties that are necessary.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

W

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Since our last report we have fed 6597 people - 4063 adults and 2534 children in the Wyre Forest area.

This figure is very slightly lower than last year (a pandemic year) and the past year can be characterised as a post-pandemic spell.

Food donations weighed in at 62,012 kgs with 58,872 kgs given out to clients. The Foodbank remains extremely grateful for the generosity of local people and organisations who donate food and money. We spend some money topping up with essential things and to fund the meat vouchers.

Clients continue to be referred by registered Referral Agents such as Citizens Advice, Local Authority, schools and the Jobcentre. This referral process enables the Foodbank to know that clients are in genuine need and also gives clients access to services that are able to help with underlying problems such as benefit delays, budget management and debt etc. We continue to reach out and to help clients and resumed 3-day per week opening (post lock-down) from (date)

We are pleased to report that, at the end of this reporting year, the Foodbank remains settled in the new premises within the terms of a 5-year lease (commenced September 2022; break-clause at Sept 2025). This enables the Foodbank to continue to meet our charity's aims and objectives.

The present, enduring financial 'cost-of-living' crises and very high levels of continuing demand indicate the foodbank will need to continue in business for the next few years.

**Future plans**

In January 2023 the current volunteer Project Managers (three people sharing the task) gave notice to trustees of their intention to retire by the end of this calendar year (i.e. December 2023).

The trustees noted with gratitude the lengthy and diligent committed service these individuals have given.

The trustees are in the process of recruiting a person/people to take on this role, have approached current volunteers, have advertised via our Facebook page, and have committed, if at all possible, to have in place a new Manager by September 2023.

The trustees have kept open the notion of employing a paid Foodbank Manager if their efforts to recruit a volunteer to the post do not bear fruit.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Looking ahead, we anticipate requiring between £3000 and £3500 per month to cover regular outgoings. A reserves policy is in place to ensure the foodbank can meet these costs to the end of the lease. Despite a general expenditure increase, with our current balance of £140,093 we believe we are able to sustain operations at the current level for the 2½ years to the lease break-point. This takes into account the increase in financial donations (many by standing orders and gift aid) and greater reliance on external fundraising and grants, which will enable Foodbank to ring-fence 3 years of rent costs.

The trustees intend working with Trussell Trust to obtain access to other sources of grant funding.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are from churches and societies, businesses, organisations, trusts and individuals We do some external fund-raising. We have a website and we use social media to update potential donors about our shortages and immediate needs.

In order to support the key objectives of our charity, our major expenditure is on renting the premises for the Foodbank and buying-in food supplies when we are short. Other small administrative costs are insurance, office equipment and transport expenses (we cover the mileage costs for volunteers routinely picking up the food from donors).

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Peter Holden	Maureen Lewis

<b>Position (eg Secretary, Chair, etc)</b>	<b>Chair</b>	<b>Secretary</b>
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<b>Date</b>	<b>19<sup>th</sup> Feb 2024</b>
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CHARITY COMMISSION  
FOR ENGLAND AND WALES

Kidderminster Foodbank

1159223

## Receipts and payments accounts

CC16a

For the period  
from

01/15/22

To

30/04/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Anon CAF	11,000			11,000	10,459.00
Personal / Anon	29,974			29,974	20,146.00
Just Giving	21,223			21,223	
Community / Other	8,428			8,428	3,237.85
Council	450			450	18,450.00
Businesses	6,334			6,334	5,573.00
Grants Trussell/memorial	19,890			19,890	5,086.50
Churches	1,127			1,127	1,829.40
Gift Aid	-			-	3,843.82
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>98,426</b>	<b>-</b>	<b>-</b>	<b>98,426</b>	<b>68,625.57</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>98,426</b>	<b>-</b>	<b>-</b>	<b>98,426</b>	<b>68,625.57</b>
<b>A3 Payments</b>					
Food / Supplies	32,504	-	-	32,504	4,184.16
Taxis	2,248			2,248	2,281.98
Mileage	1,242			1,242	-
Energy	1,092			1,092	1,162.46
Legal & Professional	2,756			2,756	
Insurance	249			249	249.01
Rent & Service Charges	17,444			17,444	18,011.21
Building Maintenance	1,527			1,527	2,694.42
Bank Charges	187			187	
Training	720			720	-
Clothing	371			371	-
Office Supplies	537			537	1,648.42
Storage Hire	-			-	681.73
	-	-	-	-	-
<b>Sub total</b>	<b>60,878</b>	<b>-</b>	<b>-</b>	<b>60,878</b>	<b>30,913.39</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>60,878</b>	<b>-</b>	<b>-</b>	<b>60,878</b>	<b>30,913.39</b>
<b>Net of receipts/(payments)</b>	<b>37,548</b>	<b>-</b>	<b>-</b>	<b>37,548</b>	<b>37,712.18</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	112,816	-	-	112,816	75,103.97
<b>Cash funds this year end</b>	<b>150,364</b>	<b>-</b>	<b>-</b>	<b>150,364</b>	<b>112,816.15</b>

**Section B Statement of assets and liabilities at the end of the period**

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	HSBC Account	150,365	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>150,365</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))		Agreement Error	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



**CHARITY COMMISSION FOR ENGLAND AND WALES**

**Independent examiner's report on the accounts**

<b>Report to the trustees</b>	Kidderminster Foodbank		
<b>On accounts for the year ended</b>	April 30 <sup>th</sup> 2023	<b>Charity no (if any)</b>	1159223
<b>Set out on pages</b>	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 30/04/2023.		
<b>Responsibilities and basis of report</b>	As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").  I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.		
<b>Independent examiner's statement</b>	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect: <ul style="list-style-type: none"> <li>• the accounting records were not kept in accordance with section 130 of the Charities Act; or</li> <li>• the accounts did not accord with the accounting records; or</li> <li>• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.</li> </ul> I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.		
<b>Signed:</b>	<i>T. Herriott</i>	<b>Date:</b>	2 February 2024
<b>Name:</b>	Mr Tim Herriott		
<b>Relevant professional qualification(s) or body (if any):</b>	ACA		
<b>Address:</b>	15 Briarsleigh, Wildwood Stafford ST17 4QP		



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Kidderminster Foodbank

1159223

## Receipts and payments accounts

CC16a

For the period  
from

01/15/22

To

30/04/2023

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	-	-	-	-	-
	-	-	-	-	-
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Clothing	371			371	-
Office Supplies	537			537	1,648.42
Storage Hire	-			-	681.73
	-	-	-	-	-
<b>Sub total</b>	<b>60,878</b>	<b>-</b>	<b>-</b>	<b>60,878</b>	<b>30,913.39</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>60,878</b>	<b>-</b>	<b>-</b>	<b>60,878</b>	<b>30,913.39</b>
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		-	-	-
	<b>Total cash funds</b>	<b>150,365</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



**CHARITY COMMISSION FOR ENGLAND AND WALES**

**Independent examiner's report on the accounts**

<b>Report to the trustees</b>	Kidderminster Foodbank		
<b>On accounts for the year ended</b>	April 30 <sup>th</sup> 2023	<b>Charity no (if any)</b>	1159223
<b>Set out on pages</b>	1&2 <small>(remember to include the page numbers of additional sheets)</small>		
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<b>Responsibilities and basis of report</b>	As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").  I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.		
<b>Independent examiner's statement</b>	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect: <ul style="list-style-type: none"> <li>• the accounting records were not kept in accordance with section 130 of the Charities Act; or</li> <li>• the accounts did not accord with the accounting records; or</li> <li>• the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.</li> </ul> I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.		
<b>Signed:</b>	<i>T. Herriott</i>	<b>Date:</b>	2 February 2024
<b>Name:</b>	Mr Tim Herriott		
<b>Relevant professional qualification(s) or body (if any):</b>	ACA		
<b>Address:</b>	15 Briarsleigh, Wildwood Stafford ST17 4QP		

**KIDDERMINSTER FOODBANK**

England & Wales - Charity number 1159223

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# Accounts

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# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day15	Month05	Year2021		Day14	Month05	Year2022

## Section A Reference and administration details

Charity name **KIDDERMINSTER FOODBANK**

Other names charity is known by

Registered charity number (if any) **1159223**

Charity's principal address **Unit 9 Swan Shopping Centre**

**Blackwell Street**

**KIDDERMINSTER**

**Postcode**

**DY10 2DP**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ANDREW MANN-RAY	CHAIR	15.05.21- 03.02.2022	
2	MAUREEN LEWIS	SECRETARY		
3	NICHOLAS COLLISON	TRUSTEE		
4	DENISE CARSON	TREASURER		
5	PETER EDWARDS	TRUSTEE		
6	TIM WILLIAMS	TRUSTEE		
7	JUDITH FORD	TRUSTEE		
8	DAVID HILDRED	TRUSTEE	03.01.2022-15.05.2022	
9	PETER HOLDEN	TRUSTEE	24.02.2022-15.05.2022	
10	GRAEME ANDERSON	TRUSTEE	24.02.2022-15.05.2022	
11	<b>DENISE CARSON</b>	<b>CHAIR</b>	<b>03.02.202 –15.05.2022</b>	
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year



**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity’s trusts**

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	TRUST
Trustee selection methods (eg. appointed by, elected by)	INITIAL TRUSTEES APPOINTED BY STEERING COMMITTEE 'CHURCHES TOGETHER IN KIDDERMINSTER', NEW TRUSTEES REPLACED BY ELECTION

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity’s organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees’ consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>Originally Foodbank number 188 under the umbrella of the wider Trussell Trust Charity, and registered under ‘Churches together in Kidderminster’ in May 2013. Became independently registered in November 2015 as ‘Kidderminster Foodbank’, but remains a franchisee of Trussell Trust and within the organisational structure of it’s policies and procedures.</p>
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to relieve persons in the district of the Wyre Forest and the surrounding areas that are in financial hardship in such ways as the Trustees from time to time think fit, in particular, but not exclusively: by providing emergency food, essential toiletries and household items to individuals and families in need of/or for distributions by charities or other organisations working in Britain to prevent or relieve poverty. Such other means, including (but not limited by) the provision or signposting to relevant information and other advisory services.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In setting our objectives and planning our activities, Trustees have given careful consideration to the Charity Commission public benefits guidance. The Foodbank is required to operate within the legal constraints commonly associated with a small business, plus those required by the Charity Commission. These include the Health & Safety at Work Act 1974, the storage of food as laid down by the Environmental Health and Food Standards Agency, insurance to cover the activities of the charity - public, product and building and contents insurance.

Kidderminster Foodbank is a volunteer-staffed, Christian-based charity, open to all who need food, and are going through a crisis. We are open 2 days a week, Wednesday and Friday, and we service towns throughout the Wyre Forest and adjoining areas, including within Staffs and Shropshire.

90% of the food we receive is donated by the public either directly to us via churches, schools, local businesses, voluntary organisations and individuals, or from other outlets such as donation boxes at supermarkets. The food is collected, dated and stored rotationally. The Foodbank is open on Monday afternoons to receive the donations.

Shortages are covered by buying-in as necessary, using the Foodbank's finances; money which has been donated by the public.

3 days' food supply is provided for each person, using a referrer Voucher Scheme patented by the Trussell Trust. Everyone who comes to the Foodbank has been referred by a frontline care professional/agency ensuring that the need is genuine

The food is bagged up and given to the person, using a picking system, to ensure they have a well-balanced variety of ambient food sufficient to help them through an immediate crisis. When available, they are offered fresh food, which has been stored in the correct way, in accord with Food Standards. (In ordinary times) they can be given up to 3 more vouchers by the referral agent over a 6 month period, if they are considered to be in need for longer. (COVID and cost-of-living crisis periods mean this has often been overridden by referrers.) We have no paid staff, but all volunteers undertake a training in Health and Safety, Manual Handling and Safeguarding.

The Trussell Trust provide a data system, which provides us with the printed vouchers and enables us to keep a safe record of figures and clients details, and ensures as far as possible that the methods we use are safe and efficient according to Data Protection legal requirements. We have also begun to use e-referrals with passwords, to improve Data Protection. We are registered with the ICO.

**Additional details of objectives and activities (Optional information)**

The Foodbank continues to be staffed entirely by volunteers. There are currently 39 volunteers undertaking a variety of roles, including collecting donations from local supermarkets, sorting food, face to face contacts and all the administrative duties that are necessary.

Because of building deterioration and safety concern, the Foodbank was required to vacate its premises in Baxter Church in Sept. 2021. This move, to shop premises in the Swan Centre, was a challenging time and our volunteers rose to the occasion. Without these volunteers the Foodbank would not exist and a huge thank you goes to each and every volunteer.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

W

## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Since our last report we have fed 3916 people - 2460 adults and 1516 children in the Wyre Forest area.

This figure is very slightly lower than last year. During the Covid-19 pandemic, and during the lockdown, the Foodbank continued to operate, making adjustments to how the service was delivered as national rules and guidelines changed. Children were not having school dinners, and parents were unable to buy sufficient extra food on reduced incomes as a result of being furloughed or unemployed. The introduction of the Government's benefit upgrade of £20 a week helped, but this was only a stopgap, and we knew we needed to be prepared for more clients when that came to an end.

Clients continue to be referred by registered Referral Agents such as Citizens Advice, Local Authority, schools and the Jobcentre. This referral process enables the Foodbank to know that clients are in genuine need and also gives clients access to services that are able to help with underlying problems such as benefit delays, budget management and debt etc. So we continue to reach out and to help clients. We were only able to open twice a week, with most of our volunteers having to self-isolate, though food donations continued to increase, thanks to Tesco, Sainsburys, Co-op and Morrisons supermarkets and the community who have greatly increased their support via the many dropping-off points. Food donations weighed in at 47,309 kgs with 47,478 kgs given out to clients. The Foodbank is amazed and extremely grateful for the generosity of local people and organisations who donate food. We continue to spend some money topping up with some more essential things.

The activities of the Foodbank were severely affected with the lockdown and, even with the restrictions lifted, it has not been possible to go back to opening 3 days a week. In the summer of 2021 it had become apparent that the Foodbank had outgrown the space available in Baxter Church and the search for new premises began. This research was not very successful, available premises were either unsuitable or too expensive. In the same period structural issues were identified at the church. This initially meant that clients were not allowed onto the premises, but the Foodbank continued to operate. At the end of August 2021 the local authority issued a health and safety notice that Baxter Church had to close with immediate effect. The Foodbank was forced to close for a 2-week period. During this time alternative premises were found in the Swan Centre and the Local Authority provided a Covid-based grant for 1 year's rent and VAT so the Foodbank re-opened on the 17<sup>th</sup> September 2021. We also needed to rent a commercial storage unit for the excess of stock.

The main benefit of moving to new premises was that the Foodbank was the sole occupant and no longer had constraints on how the service operated. However the Foodbank is extremely grateful to Baxter Church for the support, encouragement and help it has provided over the past 10 years. We are pleased to report that, at the end of this reporting year, the Foodbank has settled in well into the new premises, With the present financial 'cost-of-living' crises, it seems likely that we will need to be there for the next few years.

**Future plans**

In September 2022, after a number of financial discussions and considerations, the Trustees re-negotiated a 5-year lease (with a 3-year break clause) with the Swan Centre landlords. This enables the Foodbank to continue to meet our charity's aims and objectives.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Looking ahead, with our forecast rent from September 2022 of £25,647 p.a. we should need between £3000 and £3500 per month to cover regular outgoings. In spite of this expenditure increase, and the need to buy in more food, with our current balance of £112,836, we believe we are able to sustain operations at the current level for the 3 years to the lease break-point. This takes into account the increase in financial donations (many by standing orders and gift aid) and greater reliance on external fundraising and grants, which will enable Foodbank to ring-fence 3 years of rent costs.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are from churches and societies, businesses, organisations, trusts and individuals We do some external fund-raising. We have a website and we use social media to update potential donors about our shortages and immediate needs.

In order to support the key objectives of our charity, our major expenditure is on renting the premises for the Foodbank and buying-in food supplies when we are short. Other small administrative costs are insurance, office equipment and transport expenses (we cover the mileage costs for volunteers routinely picking up the food from donors).

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Peter Holden	Maureen Lewis
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	17/1/2023	

## Kidderminster Foodbank Accounts 2021- 2022

Description		2021/22	2020/21
		£	£
<b>INCOME</b>	note		
Schools		0.00	1,188.24
Personal / anon		20,146.00	32,955.50
Council	1	18,450.00	3,000.00
Churches		1,829.40	1,165.90
Other sources / community		1,987.85	4,651.77
Frayne / Trussell Trust (Grantham)		4,124.49	2,355.55 (TT & Frayne)
Solicitors		962.50	3,000.00
Other organisations	2 / 3	5,573.00	4,595.96
Gift Aid		3,843.82	1,063.04
Lions, rotary, masons, r table		1,250.00	3,668.32 (Masons)
Memorial gifts		0.00	1,095.00
Misc			6,736.72
Anon CAF		10,458.99	
		<b><u>68,626.05</u></b>	<b><u>65,476.00</u></b>
 <b>EXPENDITURE</b>			
Supplies for distribution	4	3,704.16	3,250.87
Communications	7	1,159.40	1,059.68 BT
Trussell Trust Payment		0.00	720.00
Taxis/ bags/trolleys			911.42 (+ taxis & trolleys)
Bags	5	480.00	
Taxis / fuel	5	2,281.98	
Transport			1,408.00 (Transport)
Insurance		249.01	249.01
Sundry payments			1,265.46 (Sundry payments)
Storage Hire		681.73	
Cellar refurbishing			6,709.49 (Cellar refurb/shelves)
New premises costs	8	2,694.42	
Rent to Baxter			8,420.00 (Baxter rent)
Rent to Swan Centre Ltd.	6	18,011.21	
Office / coms			1,719.10 (Office & Comms)
Office	9	489.02	
B Gas & misc	10	1,162.46	
		<b><u>30,913.39</u></b>	<b><u>25,713.03</u></b>
 Income			
		68,626.05	65,476.00
 Expenditure			
		<u>30,913.39</u>	<u>25,713.03</u>
Excess of income / expenditure		<b><u>37,712.66</u></b>	<b><u>39,762.97</u></b>
 bal b/f from previous year			
		75,103.97	35,341.00
		<b><u>112,816.63</u></b>	<b><u>75,103.97</u></b>
<b>Bal c/f to next year</b>			



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Kidderminster Foodbank

**On accounts for the year  
ended**

April 30<sup>th</sup> 2022

**Charity no  
(if any)**

1159223

**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 30/04/2022.

**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 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:**

11.11.2022

**Name:**

Alan Robert Green

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

Treasurer Baxter United Reformed Church  
c/o Trinity Methodist Church  
Kidderminster, 3 Trinity Fields, Kidderminster DY10 2JL

**Address:**

187 Henwick Road

Worcester

WR2 5PG

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.**

**KIDDERMINSTER FOODBANK**

England & Wales - Charity number 1159223

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# Accounts

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# Trustees' Annual Report for the period

<b>From</b>	Period start date			<b>To</b>	Period end date		
	Day01	Month05	Year2020		Day30	Month04	Year2021

## Section A Reference and administration details

**Charity name**

KIDDERMINSTER FOODBANK

**Other names charity is known by**

**Registered charity number (if any)**

1159223

**Charity's principal address**

Unit 9 Swan Shopping Centre  
 Blackwell Street  
 KIDDERMINSTER  
**Postcode** DY10 2DP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	ANDREW MANN-RAY	CHAIRMAN		
2	MAUREEN LEWIS	SECRETARY		
3	NICHOLAS COLLISON	TRUSTEE	09/09/2020	
4	DENISE CARSON	TREASURER		
5	PETER EDWARDS	TRUSTEE		
6	TIM WILLIAMS	TRUSTEE		
7	JUDITH FORD	TRUSTEE	30/01/2020	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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**Section B Structure, governance and management**

**Description of the charity’s trusts**

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	TRUST
Trustee selection methods (eg. appointed by, elected by)	INITIAL TRUSTEES APPOINTED BY STEERING COMMITTEE CHURCHES TOGETHER IN KIDDERMINSTER, NEW TRUSTEES REPLACED BY ELECTION

**Additional governance issues (Optional information)**

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> <li>• policies and procedures adopted for the induction and training of trustees;</li> <li>• the charity’s organisational structure and any wider network with which the charity works;</li> <li>• relationship with any related parties;</li> <li>• trustees’ consideration of major risks and the system and procedures to manage them.</li> </ul>	<p>Originally Foodbank number 188 under the umbrella of the wider Trussell Trust Charity, and registered under Churches together in Kidderminster in May 2013. Became independently registered in November 2015 as Kidderminster Foodbank. But remains under the organisational structure of the Trussell Trust policies and procedures.</p>
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**Section C Objectives and activities**

**Summary of the objects of the charity set out in its governing document**

The object of the CIO is to relieve persons in the district of the Wyre Forest and the surrounding areas that are in financial hardship in such ways as the Trustees from time to time think fit, in particular, but not exclusively : by providing emergency food, essential toiletries and household items to individuals and families in need of/or for distributions by charities or other organisations working in Britain to prevent or relieve poverty. Such other means, including (but not limited by) the provision or signposting to relevant information and other advisory services.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In setting our objectives and planning our activities, Trustees have given careful consideration to the Charity Commission public benefits guidance. The foodbank is required to operate within the legal constraints commonly associated with a small business, plus those required by the Charity Commission. These include the Health & Safety at 'Work Act 1974. The storage of food as laid down by the Environmental Health and Food Standards Agency, Insurance to cover the activities of the charity, public, product and building and contents insurance.

Kidderminster Foodbank is a voluntary based, Christian charity but open to all who need food, and are going through a crisis. We are open 2 days a week,, Wednesday and Friday, and we service towns throughout the Wyre Forest and outlying counties as far as Staffs and Shropshire.

90% of the food we receive is donated by the public either directly to us via churches, schools, local businesses, voluntary organisations and individuals, .or from other outlets such as donation boxes at supermarkets. The food is collected, dated and stored rotationally.

Shortages are covered by buying in as necessary using the foodbanks' finances, money which has been donated by the public.

3 days food is provided for each person, using a Voucher Scheme patented by the Trussell Trust. Everyone who comes to the foodbank has been referred by a frontline care professional ensuring that the need is genuine

The food is bagged up and given to the person, using a picking system, to ensure they have a well-balanced variety of ambient food sufficient to help them through an immediate crisis. When available, they are offered fresh food, which has been stored in the correct way by Food Standards. They can be given up to 3 more vouchers by the referral agent over a 6 month period, if they are considered to be in need for longer. We have no paid staff, but all volunteers undertake a training in Health and Safety , Manual Handling and Safeguarding.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Until March 2020 we had 50 volunteers, but with the Covid 19 we have had to follow Government guidelines, and to keep the social distancing, we ceased to work face to face with the clients, and only 6 volunteers twice a week worked in the foodbank, putting bags together, and the food was delivered to the clients by a team of drivers, who once again maintained social distancing. In September when the Government lifted some restrictions, we returned to a reduced face to face system. And continued to deliver where the client was social isolating. The Trussell Trust provide a data system, which provides us with the printed vouchers and enables us to keep a safe record of figures and clients details, and ensures as far as possible that the methods we use are safe and efficient according to Data Protection Services. We have also begun to use e-referrals with passwords, to improve Data Protection We are registered with the ICO.

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## Section D

## Achievements and performance

**Summary of the main achievements of the charity during the year**

Since our last report we have fed 4312 people including 2627 children. The adult figure is very slightly lower than last year, but with the Covid 19 pandemic, and since the lockdown there has been a 50% increase in the number of children needing more food. . Children are not having school dinners, and parents unable to buy sufficient extra food on reduced incomes, from being furloughed or unemployed. Benefit problems, a continuation with the introduction of Universal Credit still being one of these. The introduction of the £20 a week, has helped, but this is only a stopgap, and we know we need to be prepared for more clients when that comes to an end.

Also a number of referral agents, professional front-line carers who normally give out the vouchers, are working from home. But since March, the introduction of electronic referrals has greatly helped to overcome the problems with communication. . So we can continue to reach and to help clients, So although our numbers are reduced, we have been increasing the amount of food given out, so that it will last longer than the original 3 days, as we are only able to open twice a week, with most of our volunteers being over 70 who had to self-isolate. So thankfully, our food donations have also increased, thanks to Tesco, Sainsburys, Co-op and Morrisons supermarkets and with the help of British Gas and others, drivers have donated large amounts of food from their stores and the community who have greatly increased their support via the many dropping off points, so we are able to meet this increase so far, but we are still having to buy in certain shortages.

. The homeless situation has not improved as Covid has also led to an increased in eviction from rent arrears We are grateful for other charities such as Nightstop, Axis and St. Basils who offer a roof over their heads and signpost their families to us for help with food. .

. Our donations were fantastic in the autumn, with the Harvest bringing in over 3 tons of food, too many baked beans and pasta as usual, and we still have to spend some money topping up with the more essential things. We had over 64 tons of food donated, but of course have given out over 54 tons, but we are keeping a good balance of stock of 23 tons at present, so that is a good position.

Financially our finances are looking stable. At the start of the financial year starting May 2020 our credit balance was £35,341.88. we had a number of large expenses, a total of £25,713.03, including monies used to pay for the refurbishment of the building to meet the desperate need for more storage space and the refurbishment of the cellar of the church to allow for this. Sadly since then, circumstances have meant that this building is no longer safe to use, so more monies was needed to relocate.

But happily since the lockdown financial donations have nearly tripled giving us an excess of income over expenditure of £39,762.97. so up to the present date we have a credit balance of £75,104.85 for which we are very grateful. . .

**Future Plans**

The activities of the foodbank were severely affected with the lockdown And even with the restrictions lifted, it has not been possible to go back to the original opening times, as we relied on voluntary staff only and the majority were over 70, the numbers of volunteers available was restricted to keep social distancing. With the lack of space available in the Church, and with the increasing amount of stock, the management committee decided to look for independent premises and then as a result of a Health and Safety order which has led to the closure of Baxter Church by October, , a new premises has been found in the

Swan Centre, and opened on the 17<sup>th</sup> September,2021 .With the Charity having to find new premises as a result of the Councils edict, the WFDC have offered a Covid based Grant, to cover the first years rent. We are also needing to rent a storage unit for the excess of stock.

In the current economic climate there is little hope that Foodbanks will no longer be needed, so the longer term challenge is to establish where the Foodbank premises will be at the end of the 1 year lease.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

. With a good credit balance we are confident that, even with the increased costs of renting, and the need to pay for a storage unit, the dramatic increase in financial donations (many by standing orders and gift aided) we can remain comfortably assured of remaining in the black for at least the next two years.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The charity's principal sources of funds are from Churches and societies, businesses, organisations, trusts and individuals We do some external fund-raising, with collection boxes twice a year at a supermarket. We have a website and we use social media to update our shortages and immediate needs.

In order to support the key objectives of our charity, our major expenditure is on renting the premises for the foodbank and buying in food supplies when we are short. Also the cost of broadband to download the data system from the Trussell Trust to ensure the safe use of our clients details, has increased this year. Other small administrative costs are insurance, office equipment and transport expenses (as we do cover the mileage costs for picking up the food from donors.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Mann-Ray	Maureen Lewis
Position (eg Secretary, Chair, etc)	Chair	Secretary

Date 20/12/21

**KIDDERMINSTER FOODBANK ACCOUNTS****2020-2021**

<b><u>INCOME</u></b>	<b>2020-2021</b>	<b>2019-2020</b>
Schools	£1,188.24	£1,261.67 Franche School
Personal/Anon	£32,955.50	£7,341.00
Council	£3,000.00	£1,914.20 Harvington
Churches	£1,165.90	£2,720.50
Other sources/community	£4,651.77	£2,129.90
Frayne/Trussell Trust	£2,355.55	£500.00
Solicitors	£3,000.00	£3,754.03
Other Organisations	£4,595.96	£2,186.48
Gift Aid	£1,063.04	£221.06
Lions/rotary/Masons/Table	£3,668.32	£1,154.00 Lions
In Memoriam	£1,095.00	£1,000.00 Rotary
Miscs	£6,736.72	
<b>TOTAL</b>	<b>£65,476.00</b>	<b>£24,182.84</b>
<b>EXPENDITURE</b>		
Supplies for Distribution	£3,250.87	£3,502.15
British Telecom	£1,059.68	£1,053.92
Trussell Trust	£720.00	
taxis/bags/trolleys	£911.42	
Insurance	£249.01	£249.01
Sundry Payments	£1,265.46	£1,145.61
Cellar refurb/shelving	£6,709.49	£5,260.85
Transport	£1,408.00	£1,531.88
Rent to Baxter	£8,420.00	£7,200.00
Office/comms	£1,719.10	
<b>TOTAL</b>	<b>£25,713.03</b>	<b>£19,943.42</b>
Excess of income over expenditure		£39,762.97
Credit balance B/F from 2020-2021		£35,341.88
Credit balance C/F to : 2021-2022		£75,104.85



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Kidderminster Foodbank

**On accounts for the year  
ended**

April 30<sup>th</sup> 2022

**Charity no  
(if any)**

1159223

**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 30/04/2022.

**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 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:**

11.11.2022

**Name:**

Alan Robert Green

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

Treasurer Baxter United Reformed Church  
c/o Trinity Methodist Church  
Kidderminster, 3 Trinity Fields, Kidderminster DY10 2JL

**Address:**

187 Henwick Road

Worcester

WR2 5PG

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.**