



Trustees' Annual Report for the period

From	Period start date			To	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	
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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)

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 under the organisational structure of the Trussell Trust 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 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 17th September, 2021. With the Charity having to find new premises as a result of the Council's 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**

<u>INCOME</u>	2020-2021	2019-2020
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	
TOTAL	£65,476.00	£24,182.84
EXPENDITURE		
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	
TOTAL	£25,713.03	£19,943.42
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 30th 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.