



Cirencester Foodbank

Report of the Trustees and Financial Statements

For the Year Ended 31 December 2022

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Cirencester Foodbank
Charity Information

Registered charitable incorporated organisation number 1159810

Registered office and Principal address

Cirencester Baptist Church
Chesterton Lane
Cirencester
Gloucestershire
GL7 1YE

Trustees

Kieran Archer	
Paul Cooper	
Anne Currie	Chair
Annelie Green	Appointed 7 September 2023
Clare Hannis	
Alex Hudd	Resigned 23 March 2023
Stephen Lynas	Appointed 13 July 2023
David Taylor	Treasurer
Elisabeth Thomas	
Cliff Thrussell	Resigned 12 September 2023
Christine Whittaker	Term ended 1 August 2022

Head of Foodbank

Anton Wynn

Professional Advisors

Philip Stansfield	Independent examiner
Mike Verdi-Cotts	Design and Publications

Bankers

Lloyds Bank
Business Banking
BX1 1LT

Website

www.cirencester.foodbank.org.uk

Cirencester Foodbank CIO
Report of the Trustees for the Year Ended 31 December 2022

The Trustees are pleased to present their report together with the independently examined financial statements of Cirencester Foodbank for the year ended 31 December 2022. The financial statements comply with the Charities Act 2011, Cirencester Foodbank's constitution and the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) as amended by Update Bulletin 1.

Constitution

Cirencester Foodbank was registered as a charitable incorporated organisation by the Charity Commission on 6 January 2015. The constitution is dated 6 January 2015.

Organisational structure and decision making

Overall responsibility for Cirencester Foodbank sits with the trustees who meet approximately quarterly to receive reports on Cirencester Foodbank's activities, to determine the strategy and objectives of Cirencester Foodbank and to ensure all relevant governance requirements and standards are upheld. In 2022, the Trustee Board was supported by 7 sub-committees, each comprised of trustees and some including the Head of Foodbank. The sub-committees were Governance; Finance; Personnel, Communications, Grants; Covid-19 and Strategy. Each sub-committee operates within a terms of reference approved by the board and meets at least 4 times per year. The Covid-19 sub-committee was disbanded in June 2022 and any continuing responsibilities taken on by other sub-committees. The Grants sub-committee was disbanded in September 2022.

Progressing on the strategic priorities of the foodbank and management of the foodbank's day to day operations are the responsibility of the Head of Foodbank. In this he is assisted by a team of 5 staff (see staffing below). A scheme of delegation sets out the powers which have been delegated to the Head of Foodbank or other staff members. The scheme of delegation is reviewed and updated regularly by the board of trustees.

The foodbank receives support for its services from Trussell Trust under the terms of a franchise agreement. Under the terms of this agreement the foodbank has agreed to orient its strategic goals towards ending the need for its service, to involve people with lived experience of foodbank use in all aspects of the foodbank's activities and to uphold Trussell Trust's organizational values of compassion, justice, dignity and community. The foodbank is grateful for all the support which it has received from Trussell Trust, including financial support for key staff roles, its operation of the foodbank's referral system and materials, training and other support.

Policies and objectives

The charitable objectives of Cirencester Foodbank are to:

- Relieve persons in Cirencester and throughout the district who are in conditions of need, hardship or distress (beneficiaries) in such ways as from time to time the trustees see fit;
- In furtherance of the first objective to supply goods to beneficiaries, either directly or through agency partners approved by the Trustees. Goods include but are not limited to food, including tinned and dried food to ensure a healthy, balanced and nutritional diet sufficient for three days at a time, clothes, furniture and heating;
- Undertake any other activity consistent with the primary purpose of Cirencester Foodbank, including but not limited to counselling and other advisory services.

Following a review of the foodbank's strategic objectives in 2021/22, the board agreed in April 2022 a new set of strategic objectives and priorities to progress towards the ultimate vision of Cirencester Foodbank to see a community without the need for a food bank.

The strategic objectives are:

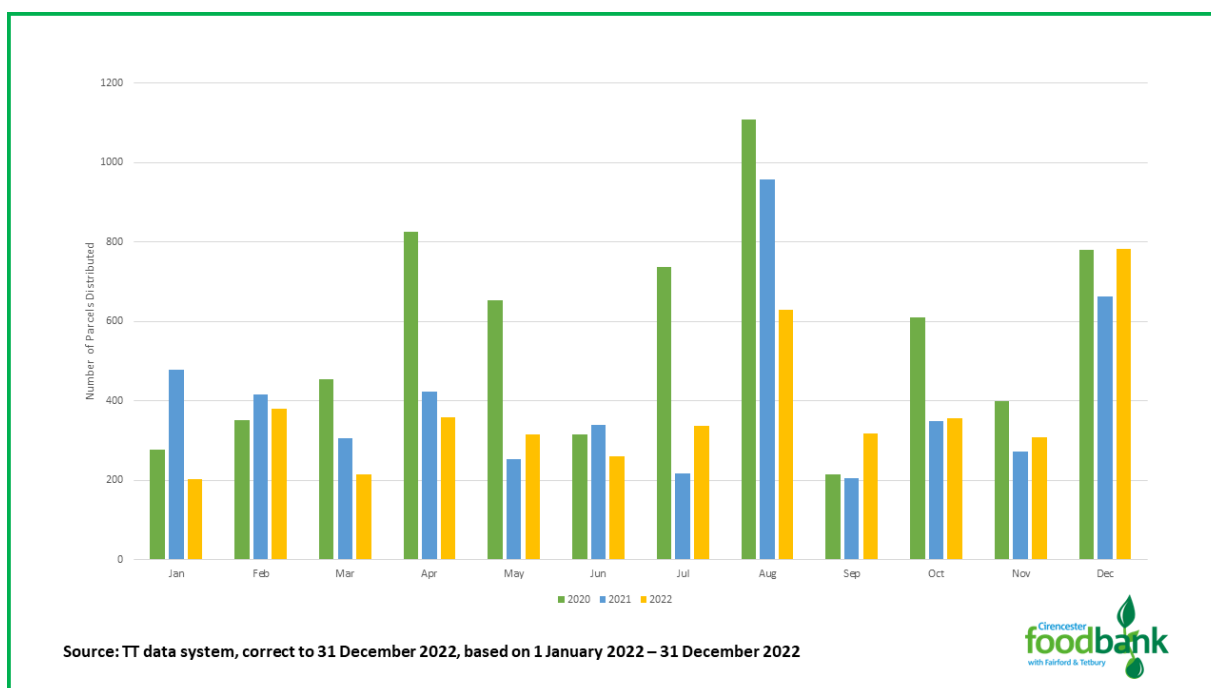
- an end to the need for food banks
- better and earlier access to effective and dignified support for our clients
- the community working together to tackle the root cause of food poverty
- greater understanding of food poverty in our community

These will be achieved through:

- the continued effective provision of food parcels to those in crisis
- working closely with the foodbank's referral agencies to ensure a focus on preventing food poverty
- maximizing the financial resources of our clients and assisting to deal with the issues leading to food poverty
- communicating the reasons for food poverty and deepening decision maker relationships to help shape local services
- inviting those with lived experience of poverty to help shape our services and ensuring support services are available to all

Main activities undertaken to further Cirencester Foodbank's objectives

During 2022 Cirencester Foodbank reopened its centres in Cirencester and Tetbury. Its delivery service remained in place to support people across the southern area of the Cotswold district who were unable to reach its distribution centres, whether due to ill health, disability, lack of transport services or other challenges. The centres aim to provide a greater level of support to foodbank clients by addressing the underlying issues which have led them into food poverty. The Tetbury centre was rebranded as a Foodbankplus hub and other support agencies have been invited into the space, providing additional support and advice services to foodbank clients.



In 2022 Cirencester Foodbank provided 4,435 three-day emergency food parcels, compared to 4,870 in 2021, 6,726 in 2020 and 4,723 in 2019. The fall in provision came in the first six months of 2022 (with 1720 parcels provided in the six months ended 30 June 2022 compared to 2214 in the same period in 2021). However, the latter six months of the year saw rising demand, in excess of the same period in 2021, as the cost-of-living crisis created challenges for households.

The overall fall in the provision of parcels in a time of increasing energy prices, food inflation and other cost-of-living increases can be linked to a few key factors.

The work of the foodbank's signposting team and that of the Citizens Advice advisor funded by the foodbank saw significant financial gains and debt managed for foodbank clients. The focus on advice and support helped people facing hardship overcome the crisis they faced quicker and become more resilient in facing future challenges. The provision by the foodbank of Tesco food vouchers, mobile phone SIM cards and energy vouchers also provided financial support which resulted in clients not having to request further food parcels as often as in previous years.

Additionally, other crisis support funding administered by national government and local partners was introduced in 2022. This included government cost-of-living payments and funding from the Household Support Fund (which provided supermarket food vouchers, energy vouchers and other financial aid). This stream of crisis funding helped to provide solutions to people in hardship other than the foodbank.

Another factor explaining the reduced parcel numbers in 2022 is the capacity issues that existed in local support agencies throughout the year. High demand for local services prevented clients from getting through to advice and support partners who could refer them to the foodbank.

Food stock levels, achieved through public and corporate donations, remained strong in 2022. 52,072kg of food, household, hygiene, baby and pet items were received with 51,789kg distributed. Donations were particularly high in December. Additional warehouse storage was secured to accommodate this peak in donations and additional storage of parcels was needed as a result of high winter demand. The introduction of a new donation app, BanktheFood, in combination with other initiatives helped to ensure effective stock management.

Fresh fruit and vegetables continued to be regularly provided as part of the emergency 3-day parcels.

Non-Food Support

Cirencester Foodbank continued to provide a range of non-food support to clients. This included the introduction of energy vouchers, through a new partnership with the Fuel Bank Foundation. During the year mobile phone SIM cards, Tesco food vouchers, stationery sets, toiletry bags, reading books for children over the summer holidays, dental hygiene packs, Easter eggs, winter care packs and Christmas hampers were distributed. Additionally, enrichment activities, such as theatre and museum tickets, were supplied as a result of partnerships with the Barn Theatre and Corinium Museum in Cirencester.

Signposting and Citizens Advice Support

The foodbank's signposting team continued to grow and develop in 2022. As the foodbank's distribution centres reopened, volunteer signposting team members were recruited to ensure there was a regular presence in the hubs. Remote telephone support continued to be offered to clients receiving deliveries.

The foodbank continued to fund 2 days per week of a Citizens Advice general advisor in 2022. This role provided significant support to foodbank clients with complex advice needs and resulted in both financial gains and non-financial support being provided to foodbank clients.

Staffing

As of 31 December 2022, the foodbank had 5 members of staff (equivalent to 3.2 full-time staff). A part-time (15hr) data and insight lead was recruited in October 2022 to help the foodbank better understand the drivers of food poverty in the local area. This role was funded by a grant from the Trussell Trust.

Volunteers

The foodbank could not operate without the support of new and existing volunteers. The foodbank had approximately 140 volunteers in 2022 (excluding trustees). The strong support received from the public and corporations continued in 2022 with traditional and new strategic roles being filled by volunteers.

Warehouse and centre volunteers returned to their roles, as the impact of the pandemic lessened. Signposting and advice volunteers continued to provide phone support, along with being present in the foodbank hubs when they reopened. A new strategic data volunteer team was recruited to support the work of the data and insight lead.

Finances

Cirencester Foodbank's accounting process is based on cash/money transactions as and when they are recorded through the bank account.

In 2022, Cirencester Foodbank received generous support from individuals, other charities and many businesses with food donations and significant financial donations. On 31 December 2022 the food bank had funds of £315,000 (end 2021, £240,000), of which £48,000 was restricted funds for specific projects. Income exceeded expenditure by £74,000, with £48,000 of this excess being restricted funds carried forward to 2023.

Cirencester Foodbank's income for 2022 was £220,000 (2021 £144,000) of which £76,000 (2021 £6,000) is restricted. Unrestricted income was £142,000, higher than 2021 by £4,000. During the year 26 donors (individuals, trusts, clubs and businesses) made donations of more than £1,000, totaling £72,000 with a further £76,000 from two sources providing the restricted funds. £52,000 of the restricted funds relate to grants made by Trussell Trust to the foodbank as part of its Pathfinder Programme. Other regular donations (76 individuals) totaled £23,000.

The food bank uses Just Giving as a fund-raising platform with £12,000 being raised in 2022.

Expenditure for the year totaled £146,000 (2021, £99,000). The increase of £47,000 includes projects using restricted funds of £28,000. Normal operational expenses total £118,000. All employee costs total £71,000 (49%), other administrative costs of £9,000, other delivery costs £4,000, other warehousing and product top up costs of £6,000, all media and marketing £2,000, with £3,000 being granted to another charity. We used £14,000 to provide general advice at our hubs, via a Citizens Advice adviser.

Cirencester Foodbank's financial reserves policy is to hold accessible funds to meet the expenses of the food bank for a period of at least twelve months if financial donations cease. The food bank's unrestricted funds at the beginning of 2023 totaled £267,000, which is sufficient to cover forecasted outlays in 2023, and into 2024.

Achievements

Progress on the strategic objectives was as follows:

Continued effective provision of food parcels to those in crisis

The reopening of the foodbank's centres in Cirencester and Tetbury alongside the continuation of the foodbank's delivery service provides a flexible model of support and enables the foodbank to provide support to those in rural communities and those who would find it difficult through lack of rural transport, age or ill health to get to a physical distribution centre.

Working closely with our referral agencies to ensure a focus on preventing food poverty

During 2022, the foodbank undertook research to understand more about what the foodbank's top referral agencies are doing to support people with the root cause of the issues they were facing. Engagement with schools, who refer high numbers of clients throughout the year, was prioritized to understand the support they provide. This work resulted in stronger relationships with the foodbanks partners, and a clearer understanding of the steps needed to ensure local people already in, or at risk of, food poverty are supported and given access to advice as early as possible.

Maximising the financial resources of our clients and assisting to deal with the issues leading to food poverty

As a result of the work of the Citizens Advice adviser funded by the foodbank clients received financial gains (non-food related support) of £21,606, £42,420 of debt was managed and £20,961 of debt was written off. As a result of this work, it was anticipated that 41 people were no longer in food poverty and needed no further foodbank support.

The foodbank was able to provide non-food support to its clients through its partnership with the Fuel Bank Foundation and through the provision of Tesco food vouchers, both of which were made possible with funding from Gloucester County Council's household support fund. In addition, the signposting team made 205 signposting interventions for foodbank clients, providing advice and support to address the underlying issues that had led them

into food poverty. £7,500 worth of food only supermarket vouchers were provided, alongside food parcels to enable clients, facing the cost of living crisis, to buy fresh goods.

Communicating the reasons for food poverty and deepening decision-maker relationships to help shape local services

The foodbank launched its 2021/22 food poverty report in June 2022. The event was attended by around 80 representatives, including foodbank supporters, local councillors, support agency staff and other professionals. The event enabled the foodbank to share with the local community and stakeholders the issues being faced by people in food poverty. The report drew on data from the foodbank's referral system, local ward data and lived experience expertise, helped to communicate the drivers of food poverty and suggest routes to help eradicate it. The report was shared with local, district and national policy decision makers and was used to facilitate conversations with local stakeholders about how joint solutions can be implemented.

Inviting those with lived experience of poverty to help shape our services and ensuring support services are available to all

Throughout the year, the foodbank continued to develop its work with people with lived experience of food poverty. This included capturing and sharing stories and case studies from clients to effectively communicate the core issues and drivers of food poverty and the challenges clients have in overcoming barriers to help themselves get out of the crises they are facing. Feedback on how the foodbank could improve its services was captured using feedback cards provided to all new clients.

In December 2022 the foodbank recruited a participation and engagement worker. This new role will support the foodbank in understanding the drivers of food poverty at a local level, drawing in expertise from people with lived experience to make changes to the foodbank's service and provide education and information on what other steps are needed to prevent food poverty locally. This role has been funded by a grant from the Trussell Trust.

APPROVED BY THE BOARD OF TRUSTEES AND SIGNED ON BEHALF OF THE TRUSTEES:

A handwritten signature in black ink, appearing to read 'Anne Currie', is written over a light blue rectangular background.

Anne Currie (Chair)

20 October 2023



Section A

Independent Examiner's Report

Report to the trustees/ members of	Cirencester Foodbank		
On accounts for the year ended	31 December 2022	Charity no (if any)	1159810
Set out on pages	1		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31.12.2022.

**Responsibilities and
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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.

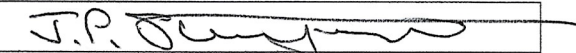
**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ *) 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 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.

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

Signed:  **Date:** 19/02/2023

Name: JAMES PHILIP STANFIELD

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

FCA in England and Wales (Retired)

Address:

The Downings
Church Lane, South Cerney
Glos GL7 5TT



CHARITY COMMISSION
FOR ENGLAND AND WALES

Cirencester Foodbank

1159810

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/01/2022


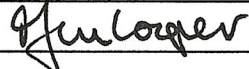
To

Period end date
21/12/2022

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 £
A1 Receipts					
Donations	120,339	-	-	120,339	112,361
Trussell Trust Tesco Top Up	4,428	-	-	4,428	3,598
Charitable Trusts and Grants	11,319	-	-	11,319	11,635
Gft Aid and GASDS	7,465	-	-	7,465	16,029
deposit account interest	6	-	-	6	364
Glos County Council Household Relief	-	25,000	-	25,000	-
Trussell Trust Pathfinder Programs	-	51,196	-	51,196	-
	-	-	-	-	-
Sub total (Gross income for AR)	143,557	76,196	-	219,753	143,987
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	143,557	76,196	-	219,753	143,987
A3 Payments					
Staff Payroll (inc pensions)	68,559	-	-	68,559	50,422
Warehouse Rent,Packing,Racking	13,299	-	-	13,299	8,696
Product movement inc delivery to	3,470	-	-	3,470	3,321
Distribution Centres,hubs, cafes	1,886	-	-	1,886	-
Products for stock, special dietary	2,576	-	-	2,576	9,653
Grants to third parties	3,000	-	-	3,000	7,200
Glos County Council Household Relief	-	25,000	-	25,000	-
Admin,media, communication, misc	10,882	-	-	10,882	9,606
Pathfinder Programs	14,179	2,986	-	17,165	9,750
	-	-	-	-	-
Sub total	117,852	27,986	-	145,838	98,648
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	117,852	27,986	-	145,838	98,648
Net of receipts/(payments)	25,705	48,210	-	73,915	45,339
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	25,705	48,210	-	73,915	45,339

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 £
B1 Cash funds	Lloyds Bank	94,692	48,210	-
	Charity Bank	86,415	-	-
	Hampshire Trust Bank	85,871	-	-
	Total cash funds	266,978	48,210	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		A.P. CURRIE	21/3/23	
		PAUL COOPER	21/3/23	