



# Trustees' Annual Report for the period

| From | Period start date |                |              | To | Period end date |             |              |
|------|-------------------|----------------|--------------|----|-----------------|-------------|--------------|
|      | Day<br>01         | Month<br>April | Year<br>2021 |    | Day<br>31       | Month<br>03 | Year<br>2022 |

## Section A Reference and administration details

Charity name Wrexham Foodbank / Banc Bwyd Wrecsam

Other names charity is known by

Registered charity number (if any) 1162262

Charity's principal address Unit 1A Puleston Industrial Estate

Ruabon Road

Wrexham

Postcode

LL13 7RF

### 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  | Gerard Doyle       | Chair of Trustees |                                   |                                                               |
| 2  | Robert Oppen       |                   | Until 31/11/21                    |                                                               |
| 3  | Campbell Edmondson | Treasurer         |                                   |                                                               |
| 4  | Suzanne Nantcurvis |                   |                                   |                                                               |
| 5  | Margaret Monaghan  |                   | Until 31/07/21                    | The Board of Wrexham Foodbank Trustees                        |
| 6  |                    |                   |                                   |                                                               |
| 7  |                    |                   |                                   |                                                               |
| 8  |                    |                   |                                   |                                                               |
| 9  |                    |                   |                                   |                                                               |
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| 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<br>(eg. trust deed, constitution)        | CIO Foundation                                                            |
| How the charity is constituted<br>(eg. trust, association, company) | Charitable Incorporated Organisation                                      |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Application form used; references sought and elected by board of Trustees |

### 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.

The Charity is affiliated to the Trussell Trust and seeks advice and support on policy matters from that organisation from time to time. Many of the written policies of the Foodbank are derived from the Trussell Trust operating manual.

The Trussell Trust has collaborations with Tesco, ASDA and Sainsburys supermarket groups and these provide a consistent source of financial income for the work of the Wrexham Foodbank.

Food received by public donation is controlled and weighed in and out in accordance with policy agreed with the Trussell Trust.

New Trustees are given written information from the Charity Commission on the roles & responsibilities of Trustees.

Trustees receive regular reports from Wrexham Foodbank Management Team and are in direct communication with the management team which facilitates identification of risks and each Trustee has identifiable role(s) to manage such events.

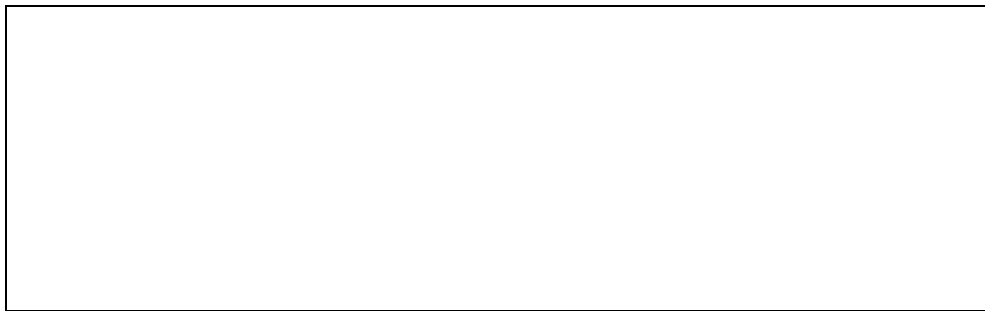
## Section C Objectives and activities

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

To relieve persons in Wrexham County Borough that are in financial hardship in such ways as the Trustees from time-to-time think appropriate, in particular but not exclusively by:

a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by other charities and organisations working to prevent or relieve poverty.

b) such other means, including (but not limited to) the provision of support, 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)**

Provision of emergency food parcels; signposting for clients in need of debt management or other forms of personal support. Advice on budgeting and Eat Well Spend Less courses to provide clients with basic cookery skills to support cost savings.

Addressing issues of “Period Poverty” by providing sanitary products through collaboration with a local charity called WINGS.

Provision of baby food and other products for new mothers struggling to cope through our Baby Essentials programme in conjunction with local Health Visitors.

Budgetary and debt management support through our Community Money Advice Connect Centre.

In carrying out this work the Trustees have had due regard to the guidance issued by the Charity Commission on public benefit.

**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.

We have three part time employees; a Project Manager, a Warehouse Manager and since July 2021, a CMA Connect Administrator. The everyday delivery of the work of the Foodbank is however reliant on several teams of volunteers with in total between 80 -100 volunteers.

These teams of volunteers are responsible for:

- a) sorting, dating and weighing of all food donations in our warehouse
- b) at satellite distribution centres, befriending clients and providing drinks for them together with signposting help and advice in addition to handing out food parcels
- c) preparation of food parcels in the warehouse and at each satellite
- d) participation in supermarket food donation collections
- e) transport of food donations to and from the warehouse
- f) running Eat Well Spend Less cookery & budgetary courses
- g) data input to our database recording the warehouse stock in /out and client voucher data.
- h) acting as drivers for our Home Delivery service
- i) acting as Money Mentors in the Community Money Advice Connect Wrexham centre.

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

Although the restrictions imposed by the Covid pandemic continued to impact our operational activity we still managed to deliver on our core objectives.

- a) Food distribution: A total of 3050 vouchers were received from our referring agencies requesting food parcels an increase of 69 from last year. This represents 4379 adults and 2522 children, a total of 6901 people being fed, a slight reduction in the total number fed from 2020-21 which was 7009. The main reasons for the request for a food parcel were like previous years with low income accounting for just over 50% of requests followed by benefit delays and changes. Debt and 'other reasons' remain the other two main drivers for referral. The demographics of those presenting with vouchers were largely unchanged [Single Person 47.3%, Single Parent 18.6%, Family 15.3% and Couples 11.8%].
- b) Food stock. The impact of Covid restrictions continued as donations via our collection bins in the local supermarkets were reduced, churches remained closed and the annual Harvest collections in schools and churches were significantly diminished. The pre-Christmas donations did go some way to restore our stock levels and in spite of these constraints a total weight of 54,306 kilograms of donated food and other essential items was received in the warehouse, a decrease of 15.9% from 2020-21. Although the number of volunteers at the warehouse had to be restricted the supply chain to our satellites was effectively maintained, and we retained the extra storage established in 2020-21.  
A total of 1561 kgs of damaged or out of date stock (nominal value £2653) had to be disposed of. This was higher than 2020-21 by an additional 700 kg.
- c) Distribution sites: As the year progressed access to our distribution centres increased as Covid restrictions eased. We also had to deal with losing some of our established volunteers due to understandable reluctance to return to facing the public. In the main we were able to train new volunteers and maintain our satellites. This did however bring challenges in befriending and signposting of clients.
- d) Home deliveries: We were able to maintain this service through the recruitment of new volunteer drivers and this was important for areas in Wrexham County Borough which were geographically distant from our satellites. By the end of 2021 however this had to be remodelled due to demands on our warehouse which were difficult to sustain.
- e) Other activity: Eat Well Spend Less programmes continued to provide training in basic cooking skills using items from our standard foodbank parcels continued but in a much-restricted way due to the pandemic.
- f) Our Community Money Advice (CMA) Connect Centre provided support for clients in debt or needing budgetary advice with a part time paid administrator overseeing appointments. Client activity was managed by our 7 volunteers trained as Money Mentors but unfortunately due to personal circumstances this was

reduced to 6 in August 2021. The service is operated under the auspices of Community Money Advice through which our Money Mentors have access to trained and regulated Debt Advisers. The number of referrals remained low partly due to Covid and also the challenge of becoming known in the community.

## Section E

## Financial review

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

The Trustees ensure there is minimum of 12 months calculated budget in our accounts to cover rent, utilities and other essential outgoings which includes salaries for all part time employees. This has been achieved throughout this financial year.

### Details of any funds materially in deficit

Nil

### 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.

Our funding remained consistent through income from i) the Trussell Trust which provides funds via collaboration with Tesco, ASDA and Sainsburys supermarkets ii) individual (public) donations and iii) church donations. We had regular monthly donors either directly into our bank account or through PayPal. Gift Aid was applied when appropriate consent given.

We were also in receipt of grants from the Trussell Trust to finance a) part of our salary costs for a new post of Operations Manager starting in March 2022 and b) purchase of tablets for our satellites to aid signposting for clients.

The main expenditure was on: salaries, warehouse rental and utilities, other room rental costs, broadband / telephone bills, van insurance and MOT/servicing and fuel costs. All of these are essential for the day to day activities of Wrexham Foodbank in delivering our key objectives.

## 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) *Gerard Doyle*

Full name(s) GERARD DOYLE

Position (eg Secretary, Chair, etc) Chair

Date 05/01/2023



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Wrexham Foodbank / Banc Bwyd Wrecsam

No (if any)  
1162262

CC16a

## Receipts and payments accounts

For the period  
from

Period start date  
1st April 2021

To

Period end date  
31st March 2022

### Section A Receipts and payments

|                                                       | Unrestricted funds<br>to the nearest £ | Restricted funds<br>to the nearest £ | Endowment funds<br>to the nearest £ | Total funds<br>to the nearest £ | Last year<br>to the nearest £ |
|-------------------------------------------------------|----------------------------------------|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| <b>A1 Receipts</b>                                    |                                        |                                      |                                     |                                 |                               |
| Public Donations                                      | 41,720                                 | 6,272                                |                                     | 47,992                          | 86,037                        |
| Trussell Trust / ASDA Grants                          | 5,668                                  | 10,735                               |                                     | 16,403                          | 19,619                        |
| Corporate donations and Grants                        | 6,238                                  |                                      |                                     | 6,238                           | 62,273                        |
| Grants                                                |                                        | 5,000                                |                                     | 5,000                           | 0                             |
| Community donations                                   |                                        |                                      |                                     | -                               | 3,848                         |
| Church donations                                      | 1,357                                  |                                      |                                     | 1,357                           | 1,312                         |
| Gift Aid                                              | 1,255                                  |                                      |                                     | 1,255                           | 1,913                         |
| Interest Received                                     | 592                                    |                                      |                                     | 592                             | 243                           |
| <b>Sub total (Gross income for AR)</b>                | <b>56,830</b>                          | <b>22,007</b>                        | <b>-</b>                            | <b>78,837</b>                   | <b>175,244</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>56,830</b>                          | <b>22,007</b>                        | <b>-</b>                            | <b>78,837</b>                   | <b>175,244</b>                |
| <b>A3 Payments</b>                                    |                                        |                                      |                                     |                                 |                               |
| Staff Wages / pension                                 | 5,995                                  | 14,884                               |                                     | 20,879                          | 24,439                        |
| IRIS Payroll                                          | 198                                    |                                      |                                     | 198                             | 195                           |
| Phone /Broadband                                      | 699                                    | 1,229                                |                                     | 1,928                           | 677                           |
| Bank Charges                                          | 565                                    |                                      |                                     | 565                             | 596                           |
| Trussell Trust                                        | -                                      |                                      |                                     | -                               | 360                           |
| Warehouse Rent                                        | 19,511                                 |                                      |                                     | 19,511                          | 18,698                        |
| ExtraStorage                                          | -                                      | 651                                  |                                     | 651                             | 649                           |
| Eat Well Spend Less                                   | -                                      | 391                                  |                                     | 391                             | 710                           |
| Holiday Hunger                                        | -                                      | 3,658                                |                                     | 3,658                           |                               |
| Outreach Acts 435                                     | -                                      | 1,742                                |                                     | 1,742                           |                               |
| Winter Pressure                                       | -                                      | 4,699                                |                                     | 4,699                           |                               |
| Satellite essentials / rent                           | 962                                    |                                      |                                     | 962                             | 698                           |
| Stationery                                            | 708                                    |                                      |                                     | 708                             | 885                           |
| Warehouse essentials                                  | 2,958                                  | 822                                  |                                     | 3,780                           | 7,046                         |
| Sundries                                              | 2,261                                  |                                      |                                     | 2,261                           | 518                           |
| Home deliveries                                       | -                                      |                                      |                                     | -                               | 41                            |
| Clothing                                              | 401                                    |                                      |                                     | 401                             | 730                           |
| Training                                              | -                                      |                                      |                                     | -                               | 66                            |
| Public Liability/ Contents Insurance                  | 252                                    |                                      |                                     | 252                             | 230                           |
| Van (including fuel)                                  | 1,710                                  |                                      |                                     | 1,710                           | 1,922                         |
| Outreach Parcels                                      | -                                      |                                      |                                     | -                               | 118                           |
| Extra food                                            | -                                      |                                      |                                     | -                               | 1,178                         |
| CMA costs                                             |                                        | 13,956                               |                                     | 13,956                          | 3,931                         |
| <b>Sub total</b>                                      | <b>36,220</b>                          | <b>42,032</b>                        | <b>-</b>                            | <b>78,252</b>                   | <b>63,686</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>36,220</b>                          | <b>42,032</b>                        | <b>-</b>                            | <b>78,252</b>                   | <b>63,686</b>                 |
| <b>Net of receipts/(payments)</b>                     | <b>20,610</b>                          | <b>- 20,025</b>                      | <b>-</b>                            | <b>585</b>                      | <b>111,558</b>                |
| <b>A5 Transfers between funds</b>                     |                                        |                                      |                                     |                                 |                               |
| <b>A6 Cash funds last year end</b>                    | <b>90,433</b>                          | <b>42,575</b>                        | <b>-</b>                            | <b>133,008</b>                  | <b>64,029</b>                 |
| <b>Cash funds this year end</b>                       | <b>111,043</b>                         | <b>22,550</b>                        | <b>-</b>                            | <b>133,593</b>                  | <b>175,587</b>                |

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

| Categories                                                  | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|-------------------------------------------------------------|--------------------------------------------------------|------------------------------------|----------------------------------|---------------------------------|
| <b>B1 Cash funds</b>                                        | Reliance Bank Account                                  | 19,576                             | 36,506                           | -                               |
|                                                             | PayPal                                                 | 12,611                             |                                  | -                               |
|                                                             | Redwood Deposit Bank                                   | 78,835                             |                                  |                                 |
|                                                             | Petty Cash                                             | 21                                 |                                  | -                               |
|                                                             | <b>Total cash funds</b>                                | <b>111,043</b>                     | <b>36,506</b>                    | <b>-</b>                        |
|                                                             | (agree balances with receipts and payments account(s)) | OK                                 | Agreement Error                  | OK                              |
| <b>B2 Other monetary assets</b>                             | Details                                                | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Endowment funds<br>to nearest £ |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
|                                                             |                                                        | -                                  | -                                | -                               |
| <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 asset belongs        | Cost (optional)                  | Current value (optional)        |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
|                                                             |                                                        |                                    | -                                | -                               |
| <b>B5 Liabilities</b>                                       | Details                                                | Fund to which liability relates    | Amount due (optional)            | When due (optional)             |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
|                                                             |                                                        |                                    | -                                |                                 |
| Signed by one or two trustees on behalf of all the trustees | Signature                                              | Print Name                         | Date of approval                 |                                 |
|                                                             | <i>W Campbell Edmondson</i>                            | William Campbell Edmondson         | 31/01/2023                       |                                 |
|                                                             |                                                        |                                    |                                  |                                 |
| CCXX R2 accounts (SS)                                       | 2                                                      |                                    | 31/01/2023                       |                                 |



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Wrexham Foodbank / Banc Bwyd Wrecsam

On accounts for the year  
ended

31<sup>st</sup> March 2022

1162262

Set out on pages

1 & 2 Attached

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

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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) 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.

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

Signed: *FP Collins*

Date: 30 January 2023

Name: Francis Peter Collins

Relevant professional  
qualification(s) or body

Fellow of the Institute of Chartered Accountants in England & Wales

(if any):

Address: 

|                  |
|------------------|
| 15 Acton Road    |
| Wrexham LL11 2NA |
|                  |

| <b>Section B</b> | <b>Disclosure</b> |
|------------------|-------------------|
|------------------|-------------------|

Only complete if the examiner needs to highlight material 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.

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