

LICHFIELD FOODBANK

England & Wales · Charity number 1162359

Details

Status Registered

Legal form CIO

Registered 2015-06-23

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

Contact

Address c/o Saxon Hill Academy
Kings Hill Road
Lichfield
Staffordshire
WS14 9DE

Phone 07983178130

Email treasurer@lichfield.foodbank.org.uk

Website lichfield.foodbank.org.uk

Activities

Objects: TO RELIEVE PERSONS IN LICHFIELD 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: A) 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 POVERTYB) SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT OR SIGNPOSTING TO RELEVANT INFORMATION AND OTHER ADVISORY SERVICES.

Activities: Foodbank operating in Lichfield and the surrounding areas.

Classification

- **How:** Provides Advocacy/advice/information, Other Charitable Activities
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups

Geography

- Staffordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£177,641	£186,437	-	-
2024-12-31	£202,102	£144,258	-	-
2023-12-31	£151,787	£163,258	-	-
2022-12-31	£152,309	£111,959	-	-
2021-12-31	£67,257	£64,566	-	-

Trustees

Name	Role	Appointed
Jane Lesley Middleton		2025-11-08
Kate Coplestone		2025-10-28
Mary Patricia Evelyn Thompson		2025-08-14
Nicholas Francis Arthur		2025-08-14
Rev Danielle Leigh		2025-05-01
Verity Jane Ashley		2025-10-01

LICHFIELD FOODBANK

England & Wales - Charity number 1162359

Accounts

Lichfield foodbank



Annual Report for the period 1 January 2025 to
31 December 2025

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1. Introduction

- 1.1 Foodbanks provide emergency food, collected from the local community, to local people in crisis. Lichfield foodbank was launched in late March 2014. It was developed under the auspices of Churches Together in Lichfield and is part of the national foodbank network seeded by Trussell.
- 1.2 Lichfield foodbank became a charity in its own right operating as a charitable incorporated organisation in June 2015. This paper identifies the work undertaken during our financial year from 1 January 2025 to 31 December 2025.
- 1.3 The charity's name is Lichfield foodbank and has been entered onto the Register of Charities with the Registered Charity Number of 1162359.
- 1.4 The registered address of the charity is Lichfield foodbank, c/o Saxon Hill Academy, Kings Hill Road, Lichfield, WS14 9DE

2. The Need

- 2.1 The district of Lichfield has a population of circa 106,000. As well as the city of Lichfield, the district includes the town of Burntwood which is served by the Cannock and district foodbank. The area served by Lichfield foodbank is a relatively affluent area but it does contain some pockets of deprivation. Financial crises can impact on anyone, not just those in the most deprived areas or on income related benefits.
- 2.2 Nationally, the need for foodbanks has grown significantly in recent years. The need for a foodbank in Lichfield was identified from information provided by foodbanks in neighbouring areas that residents of Lichfield had needed to call upon them for assistance in times of crisis. In 2025, Lichfield foodbank fulfilled 3,557 food vouchers which is a 7% decrease compared to 2024. Despite the decrease in vouchers, it is clear the number of people approaching Lichfield foodbank for help confirms that there is an ongoing need to have a foodbank in the city.
- 2.3 Demand, in terms of individuals fed, decreased by 18% compared to 2024, but increased by 55% compared to 2021 and a total of 1,506,082 meals have been distributed since we started in April 2014. We have only been able to feed so many people because of the support we have received from individuals and groups across the city and surrounding villages, plus local churches, businesses and the supermarkets Tesco, Morrison's, The Co-op and Waitrose.

3. Highlights of the Year

Warehouse and Operations

In 2025, the foodbank made the strategic decision to invest in a new warehouse facility to improve the sustainability, safety and efficiency of its operations. While the overall floor space remained unchanged, the new layout and infrastructure provides a safer working environment for volunteers and a more effective system for storing and moving fast-flowing stock. This investment supports the long-term resilience of the foodbank and reflects a commitment to good operational practice.

Buying and Managing Stock

Alongside generous food donations from the local community, monetary donations continue to play a vital role in enabling the foodbank to purchase essential items needed for food parcels. During the year, changes to supermarket purchasing arrangements, particularly the loss of a bulk buying process with Aldi, required a review of how stock is sourced. The foodbank adapted by exploring alternative wholesalers and suppliers, with a focus on securing high quality, essential items, including meat and UHT milk, at the best possible value while ensuring the process remained practical for volunteers.

Review of Food Parcels

The contents of food parcels were reviewed and updated to provide a full seven days of food whilst previously it consisted of just a 3-day food parcel. This change has had a positive impact, with many clients now requiring support less frequently, in some cases attending fortnightly rather than weekly. This reflects a more sustainable model of support whilst continuing to meet the needs of those facing food insecurity.

Additional Household and Toiletry Support

To further support clients, the foodbank introduced a monthly household and toiletry bag, distributed during the first week of each month. These bags include essential items such as cleaning products, shampoo, shower gel and soap. Feedback has been very positive, recognising that people experiencing food poverty often struggle to afford these essentials as well. Many of these items are donated, allowing the foodbank to extend its support beyond food and respond more holistically to community need.

4. Ongoing Support

Each foodbank distribution centre maintains an agency database and manual for use in signposting a client to additional support.

5. Additional Support

In 2025, Lichfield Foodbank continued to work in partnership with Citizens Advice South East Staffordshire (CASES) on two key projects: the Organising Programme and the

Financial Inclusion project. Together, these initiatives aimed to address both the immediate and underlying causes of food insecurity by supporting individuals to access advice, maximise income and build collective community power to influence change.

- Lichfield Foodbank continues to receive funding for the Organising Programme. The current funding period is due to conclude in April 2026. Since March 2024, Lichfield Foodbank has been in receipt of a yearly grant, £53,698 in 2025, from Trussell to support the employment of two part-time campaign coordinators who are employed by CASES. As part of the Trussell Organising Programme, CASES has contributed to strengthening community power and supporting collective action on locally identified concerns, empowering foodbank clients to take action on issues that matter to them.
- In April 2025, Lichfield Foodbank received a further £45,000 grant from Trussell to fund a CASES representative at every daytime foodbank session, providing tailored support to clients with a focus on income maximisation. This initiative has helped clients address the challenges that have led to reliance on food parcels, enabling them to feel better equipped to move forward with reduced dependence on emergency support.
- Throughout 2025, CASES provided support to 187 clients across 340 cases. The majority of clients presented with complex and multiple needs, resulting in 1,957 issues being addressed during the reporting period.
- It is not unusual for clients to have more than one problem, for example welfare benefits, debt and energy costs
 - 83% of clients had issues with welfare benefits
 - 25% of clients had issues with debt
 - 36% of clients had issues with utilities and communications
 - 15% of clients had issues with housing
- In addition, 84% of clients had a disability or long-term health issue.
- The top Welfare Benefit issues were general benefit entitlement, localised social welfare and personal independence payment. The top debt issues were fuel debts and council tax arrears.
- The average income gained for clients was £2,407 per year, some £127,584 in total.
- While some clients were able to move towards reduced reliance on the foodbank, most continue to face significant and ongoing barriers. Prolonged welfare benefit processes and long-term health conditions remain key factors limiting improvements in long-term financial resilience.

6. Volunteers

- Lichfield foodbank is a volunteer run organisation; we do not have any paid staff. We have 204 volunteers who helped to operate the foodbank in 2025.
- There are teams of regular volunteers staffing the warehouse and distribution centres and conveying food to and from our warehouse. All of our volunteers use their own vehicles to carry food to and from our warehouse, which means we can operate without the expense of having our own van, as many other foodbanks have to do. There are a large number of volunteers involved in the supermarket collections. We thank all our volunteers for their ongoing commitment.

7. Supporters

- We continue to be delighted by the level of support, both financial and in kind, that the foodbank has received. We are grateful to all those who have enabled the foodbank to operate as it does.
- Our thanks go to our other supporters, namely Life Church, Lichfield, Wade Street Church, Lichfield and Curborough Community Centre for hosting the distribution sessions and for providing office support and food collections; Saxon Hill Academy for providing the premises for our warehouse facility, plus the support of staff and students; Tesco in Lichfield, Shenstone and nationally; Morrison's in Lichfield and nationally; Waitrose in Lichfield and nationally; Central England Co-operative in Lichfield for accommodating our collection baskets and their direct donations.

8. Distribution Centres

There are operational distribution centres at Life Church, Netherstowe, Wade Street Church, Frog Lane and Curborough Community Centre in Reynolds Close and we cover a total of four sessions each week. We are grateful to our partners who allow us to use their premises to run these distribution centres free of charge.

9. Governance

- The purposes of the charity are defined in the constitution as follows:
“to relieve persons in Lichfield 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: a) 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 and: b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.”
- Lichfield foodbank was granted formal charity status as a charitable incorporated organisation on 23 June 2015. It is constituted under the Foundation Model which means that its only voting members are the Trustees.

- During the year, the foodbank welcomed a newly formed Board of seven volunteer trustees: Verity Ashley (Chair), Danielle Leigh, Trish Thompson, Nick Arthur, Ian Chatham, Jane Middleton and Kate Coplestone. Trustees bring a broad range of skills and responsibilities, including warehouse operations and stock management, safeguarding, public relations, governance, agency relationships and liaison with Citizens Advice South East Staffordshire. The majority of the Board joined in the final quarter of the year and significant focus has been placed on strengthening governance and embedding the new team's understanding of foodbank operations. Trustees have been actively involved in front line activities such as purchasing stock, Tesco collection days and each distribution centre now has a linked trustee to support oversight and communication. The Board would also like to record its sincere thanks to the outgoing trustees; Ann Schwarzenbach, Peter Westwood and Hilary Dunphy for their valued commitment and contribution over many years of service.
- The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.
- The Trustees are supported by a leadership operational team whose role is to ensure that the foodbank operates smoothly with good governance, to report to and support the Board of Trustees and to keep volunteers, clients and partner organisations appropriately informed.

10. Chair's Report

Why We Are Here – People Supported and Demand

Lichfield Foodbank exists to provide emergency support to people facing food insecurity, often during periods of unexpected crisis. While Lichfield is often perceived as a relatively affluent district, our experience continues to show that financial hardship can affect people from all backgrounds.

In 2024, demand showed a modest reduction compared to the previous year, with 3,832 vouchers fulfilled, supporting 6,259 adults and 2,911 children. However, demand remained significantly higher than pre-pandemic levels and almost double that seen in 2021, confirming the ongoing need for our services.

In 2025, we fulfilled 3,557 vouchers supporting 5,321 adults and 2,162 children. While this represents a further reduction in voucher numbers year-on-year, this should not be interpreted as reduced need. Instead, it reflects a combination of:

- more effective support models,
- improved parcel provision, and
- successful intervention through advice and income maximisation services.

Crucially, the nature of demand has become more complex, with many clients facing multiple, overlapping pressures rather than short-term crisis alone.

The Wider Context – Cost of Living and Policy Impacts

Throughout 2024 and 2025, the ongoing cost-of-living crisis continued to place significant pressure on households. Rising food prices, energy costs, housing pressures, and changes or delays in benefit payments have all contributed to financial instability for many of our clients.

We continue to see foodbank use linked to:

- delays or changes in welfare benefits,
- insecure employment or reduced hours,
- health conditions and disabilities,
- debt, particularly fuel and utility arrears.

These pressures mean that while some people access the foodbank briefly during a crisis, others require more sustained support while underlying issues are addressed.

Food In, Food Out – Stock Donated, Purchased and Distributed

The generosity of our local community remains extraordinary.

In 2024, Lichfield Foodbank collected and purchased 80.3 tonnes of food, including 67.5 tonnes donated through supermarket collections, harvest appeals, and community collection points. In 2025, total donated food amounted to 46.9 tonnes, supported by targeted purchasing of 17.6 tonnes of food to ensure parcels remained nutritionally balanced and met client needs. This included:

- 2.8 tonnes donated through Harvest appeals,
- continued strong support from supermarket collections,
- increased strategic purchasing to fill gaps in essential items and to ensure food parcel contents are nutritionally balanced.

A total of 62.5 tonnes of stock was distributed in 2025, with 59 tonnes provided directly through Lichfield Foodbank distribution centres and the remainder shared with other charities and partner organisations, including Tamworth Foodbank, Burton Salvation Army, and local community groups. This approach ensures that donated food is used responsibly, efficiently, and never wasted.

Improving Support – Not Just Food

A key development over the past two years has been our continued partnership with Citizens Advice South East Staffordshire (CASES), supported through funding from Trussell. In 2024, CASES advisers supported 216 clients across 376 cases, addressing issues including welfare benefits, debt, utilities, housing, and disability support. As a

result, 77 clients increased their income by an average of £2,501 per year, helping many move towards greater financial stability.

This work continued and strengthened in 2025, reinforcing our belief that food support must be paired with practical advice and advocacy if people are to move away from food insecurity long-term. We continue to see clear evidence that this joined-up approach reduces repeat reliance on emergency food.

Adapting Our Model – Learning and Improving

During 2025, several important operational improvements were introduced:

- A new warehouse facility was established, improving safety, efficiency, and long-term sustainability.
- Food parcels were expanded from three days to seven days, reducing the frequency with which some clients need to attend.
- A monthly household and toiletries bag was introduced, recognising that food poverty often exists alongside an inability to afford basic essentials.
- Continue to provide free sanitary items.

These changes reflect our commitment to dignity, effectiveness, and responsible stewardship of donated resources.

Volunteers – At the Heart of Everything We Do

Lichfield Foodbank is entirely volunteer-run. Volunteers continued to play a vital role throughout 2025, adapting to operational changes and increased complexity in client needs. Without their time, compassion, and commitment, our work simply would not be possible. The Trustees extend their sincere thanks to every volunteer for the professionalism, kindness, and non-judgmental support they offer to clients week after week.

Final Reflection

None of us want to live in a society where foodbanks are needed. However, until the underlying causes of food poverty are resolved, Lichfield Foodbank remains a vital source of support for people facing difficult circumstances.

We serve people from all walks of life — some briefly, some for longer — always striving to provide help with dignity, respect and without judgement. We are deeply grateful to our volunteers, supporters, partner agencies, and funders who make this work possible and we remain committed to supporting our community while continuing to work towards a future where foodbanks are no longer necessary.

Verity Ashley
Chair of Trustees

11. Treasurer's Report

11.1 In 2025 we received very generous monetary donations of £71,019.18. Included within this figure is £3,691 in top-up payments received from Tesco following our supermarket collections and other public food donations at the store. We are grateful to all those who purchase food at all our supermarket collection points and donate it to the foodbank.

11.2 We received some extremely generous donations from individuals and organisations during the period for which we are extremely grateful. Organisations that we would like to formally thank for their tremendous support in this way are:

- Aldi Research Centre
- Christchurch, Lichfield
- Defence Medical SE
- Kembla Ltd
- Lichfield Ladies Tangles
- Lichfield Lions
- Lichfield Methodist church
- Lichfield Sheriff's Office
- PCC of Kings Bromley
- Peppermill Antiques
- Platform Housing
- Rotary Club Lichfield St Chad
- St Chad's church
- The Worshipful Company of Smiths
- Three Spires Morris Club
- Wade Street church

together with dozens of individual donors whose donations often amounted to three or even four figure sums.

11.3 By the end of 2025, we had 63 donors who had committed to regular payments via a standing order mandate. We also receive donations via JustGiving many of which are donated on a regular basis.

11.4 We are registered as a charity for tax purposes and are able to claim a further 25% of the value of the donation, from donors who have signed up, via the Government's Gift Aid scheme. A Gift Aid payment of £6,516.11 was received during 2025 for qualifying donations received in 2024.

11.5 The foodbank had to buy top-up food to the value of £40,986 in 2025. This is compared to £37,473 in 2024, £14,000 in 2022 and just £3,200 in 2021

- 11.6 Lichfield foodbank remains on a sound financial footing, is well placed to consolidate and develop its work going forward and will continue to manage its money responsibly. We have a six-month reserves policy in place to hold £65,217 in the account. The reserve calculation is based on 2025 distribution data and assumption that demand would remain as is in the eventuality that all donations and funding seized the foodbank would still be able to service the clients for a further six months and pay for associated operating costs such as energy and utilities. At the same time, it provides assurance that the charity would be viable in the short to medium term if it became necessary to pay rent for warehousing or distribution centres in the future.
- 11.7 At the end of 2025, the foodbank had assets in the bank and cash in hand of £133,983.39 which is 6% lower than at the end of 2024 and a trading deficit during the year of £8,795.94.

LICHFIELD FOODBANK

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 1 JANUARY - 31 DECEMBER 2025

INCOME		2025	2024
Donations	¹	71,019.18	97,093.69
Grants (local council)		0.00	1,200.00
Grants (Trussell for CASES community campaigners)	²	53,698.47	50,991.00
Grants (Trussell for CASES support)		45,000.00	45,000.00
Fund Raising		1,407.72	395.34
Bank Interest		0.00	0.00
Gift Aid		6,516.11	7,421.74
TOTAL INCOME		177,641.48	202,101.77
EXPENDITURE			
Food Purchases	³	40,986.69	37,472.98
Volunteer Expenses		4,929.86	7,256.58
Volunteer Training		0.00	0.00
Trussell Franchise	⁴	0.00	0.00
Insurance		423.34	157.00
Bank Charges		0.00	0.00
Telephone, printing, postage and stationery		637.76	963.50
Equipment Purchases	⁵	30,539.66	951.31
Equipment Maintenance		0.00	0.00
Accommodation		0.00	0.00
Non-food Purchases	⁶	10,221.64	1,465.69
CASES (distribution centre advice for clients)		45,000.00	45,000.00
CASES (community campaigners)		53,698.47	50,991.00
TOTAL EXPENDITURE		186,437.42	144,258.06
SURPLUS (DEFICIT)		(8,795.94)	57,843.71

Notes to the Accounts

Note 1 - excludes food donations

Note 2 - CASES stands for Citizen's Advice South East Staffordshire

Note 3 - excludes donated food

Note 4 - Trussell's franchise fee was waived in both 2024 and 2025

Note 5 - the Trustees decided to purchase a second warehouse in 2025 to offset container rental expenses

Note 6 - non-food purchases included essential items such as toiletries, nappies, etc.

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2025

	31/12/2025	31/12/2024
ASSETS		
Cash at bank and in hand		
Bank	133,778.52	142,658.92
Cash in hand	204.87	150.26
Supermarket vouchers	0.00	153.50
	133,983.39	142,962.68
LIABILITIES		
Creditors	0.00	0.00
	133,983.39	142,962.68
NET ASSETS		
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2025	133,983.39	142,962.68
Surplus (deficit)	(8,795.94)	57,843.71

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2025 and the annexed Receipts and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA. Dated 28 January 2026

LICHFIELD FOODBANK

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 1 JANUARY - 31 DECEMBER 2025

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Telephone, printing, postage and stationery	637.76	963.50
Equipment Purchases	⁵ 30,539.66	951.31
Equipment Maintenance	0.00	0.00
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J J Shanahan,

LICHFIELD FOODBANK

England & Wales - Charity number 1162359

Accounts

Lichfield foodbank



**Annual Report for the period 1 January 2024
to 31 December 2024**

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1. Introduction

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2. The Need

- 2.1 The district of Lichfield has a population of circa 106,000. As well as the city of Lichfield, the district includes the town of Burntwood which is served by the Cannock and district foodbank. The area served by Lichfield foodbank is a relatively affluent area but it does contain some pockets of deprivation. Financial crises can impact on anyone, not just those in the most deprived areas or on income related benefits.
- 2.2 Nationally, the need for foodbanks has grown significantly in recent years. The need for a foodbank in Lichfield was identified from information provided by foodbanks in neighbouring areas that residents of Lichfield had needed to call upon them for assistance in times of crisis. In 2024, Lichfield foodbank fulfilled 3,832 food vouchers which is a 14% decrease compared to 2023. Despite the decrease in vouchers, it is clear the number of people approaching Lichfield foodbank for help confirms that there is an ongoing need to have a foodbank in the city.
- 2.3 Demand, in terms of individuals fed, decreased by 15% compared to 2023, but increased by 89% compared to 2021 and a total of 1,368,844 meals distributed since we started in April 2014. We have only been able to feed so many people because of the support we have received from individuals and groups across the city and surrounding villages, plus local churches, businesses and the supermarkets Tesco, Morrison's, Waitrose and Central England Co-operative.

3. Highlights of the Year

3.1 Food Collections

- Six supermarket collections were held during 2024 and these, together with all other food donations generated a total of 67.5 tonnes of food. We have been warmly welcomed during 2024 and previous years by Tesco, Waitrose and Morrison's stores in Lichfield and we would like to thank their staff for their co-operation on collection days.
- Tesco also supported our food drives at their stores with an uplift on the value of the food collected. In 2024 this amounted to £4,758 which was 18% lower than 2023's amount.
- Six new collection locations were added to our existing network of 30 foodbank collection points well established in churches, schools, shops, businesses and other local organisations. Contributions are also delivered to our warehouse and the foodbank distribution centres during opening times.
- In all, during 2024, Lichfield foodbank collected and purchased 80.3 tonnes of food.
- We continue to be very grateful to all the schools, churches and community organisations that supported our 'Harvest' appeal which amounted to over 4 tonnes of food.

3.2 Food and Non-Food Distribution

- The growth of our food distribution continued during the year. The foodbank's clients receive a parcel of three days' worth of nutritionally balanced, non-perishable food following referral by an agency. By the end of 2024, we had 57 such agencies registered to issue Lichfield foodbank referrals. The operation of the foodbank relies on the co-operation of these agencies and we appreciate their support and involvement.
- A total of 3,832 vouchers were fulfilled during 2024 providing food to 6,259 adults and 2,911 children.
- In the run up to Christmas, we assembled and distributed 90 special Christmas food parcels, each containing more Christmas type food and a £25 meat voucher to be redeemed at a local butcher in addition to the normal food parcels.
- In addition to distributing food to clients locally, the generosity of the people of Lichfield in donating food enabled us to support other charities in the area which provide food to people in crisis. The four major charities supported in 2024 were: Burton Salvation Army, which received 7.9 tonnes; ASHA (asylum seekers support) in Stoke on Trent 1.4 tonnes; Charnwood Children's centre 0.5 tonnes; Pathway Project 0.1 tonnes. We also supported Erdington foodbank with 0.7 tonnes of food.

3.3 Ongoing Support

Each foodbank distribution centre maintains an agency database and manual for use in signposting a client to additional support.

3.4 Additional Support

- In March 2024, Lichfield foodbank received a grant of £50,991 from the Trussell Trust to fund two part time campaign coordinators who are employed by Citizen's Advice South East Staffordshire (CASES).
- In April 2024, Lichfield foodbank received a further grant of £45,000 from the Trussell Trust to fund a Citizen's Advice South East Staffordshire representative at every session to help our clients, focusing on income maximisation.
- During 2024 we helped 216 clients with a total of 376 cases.
- It is not unusual for clients to have more than one problem, for example welfare benefits and debt. 90% of clients had issues with welfare benefits. 27% of clients had issues with debt. 39% of clients had issues with utilities and communications. 17% of clients had issues with housing. In addition, 84% of clients had a disability or long term health issue
- The top Welfare Benefit issue was personal independence payment. The top debt issues were fuel debts.
- As a result of our help 77 clients increased their income by an average of £2,501 per year - £187,546 in total.
- 21% of clients said that they were unlikely to use the Foodbank in future. There are two reasons for what might seem to be a low figure. The length of time it takes to resolve welfare benefit issues and the prevalence of people with long-term health issues which means that their long term financial position is unlikely to improve.

3.5 Volunteers

- Lichfield foodbank is a volunteer run organisation; we do not have any paid staff. We have 238 volunteers who helped to operate the foodbank in 2024.
- There are teams of regular volunteers staffing the warehouse and distribution centres and conveying food to and from our warehouse. All of our volunteers use their own vehicles to carry food to and from our warehouse, which means we can operate without the expense of having our own van, as many other foodbanks have to do. There are a large number of volunteers involved in the

supermarket collections. We thank all our volunteers for their ongoing commitment.

3.6 Supporters

- We continue to be delighted by the level of support, both financial and in kind, that the foodbank has received. We are grateful to all those who have enabled the foodbank to operate as it does.
- Our thanks go to our other supporters, namely Life Church, Lichfield, Wade Street Church, Lichfield and Curborough Community Centre for hosting the distribution sessions and for providing office support and food collections; Saxon Hill Academy for providing the premises for our warehouse and two containers, plus the support of staff and students; Tesco in Lichfield, Shenstone and nationally; Morrison's in Lichfield and nationally; Waitrose in Lichfield and nationally; Central England Co-operative in Lichfield for accommodating our collection baskets and their direct donations.

3.7 Distribution Centres

There are operational distribution centres at Life Church, Netherstowe, Wade Street Church, Frog Lane and Curborough Community Centre. We stopped opening a foodbank distribution centre on a Tuesday morning at Life Church and we now cover a total of four sessions a week. We are grateful to our partners who allow us to use their premises to run these distribution centres free of charge.

3.7 Community Engagement

- Lichfield District Council passed a motion in July 2023 to appoint a food Justice champion and two meetings have been held since then which were very well supported to start addressing food insecurity across the district.

3.8 Governance

- The purposes of the charity are defined in the constitution as follows:

“to relieve persons in Lichfield 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: a) 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 and: b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.”
- Lichfield foodbank was granted formal charity status as a charitable incorporated organisation on 23 June 2015. It is constituted under the Foundation Model which means that its only voting members are the Trustees.

- At the start of 2024, the Board of Trustees consisted of six members one of which is the clergy of Life Church, Netherstowe, namely; Rev. Steve Speight plus Mrs. Ann Schwarzenbach (secretary), Mr Peter Westwood whose responsibilities are safeguarding and finance, Samantha Gudsell (policies), Sophie Ellis-Carroll Bayliss (fundraising and grants) and Hilary Dunphy (chairperson and operations).
- The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.
- The Trustees are supported by a leadership operational team whose role is to ensure that the foodbank operates smoothly with good governance, to report to and support the Board of Trustees and to keep volunteers, clients and partner organisations appropriately informed.

4. Chair's Report

Many who have never been in 'food poverty' before find this situation very difficult, embarrassing and demeaning. LFB volunteers are excellent in warmly welcoming them, along with more established clients, with kindness, discretion and care.

Clients continue to make good use of the help and support offered by workers from CASES, who are now well established, when our Distribution Centres are open. The 'Engagement of the Community Programme', devised to make the most of Trussell's investment, is becoming established and, alongside the CASES work, has shown an improvement in signposting to clients who receive the type of assistance that ultimately moves them towards no longer needing our support

On occasion, when needed, we support other foodbanks, such as Tamworth and Erdington, by giving them our excess stock. This ensures that food is not wasted, but used elsewhere. In the period just before Christmas meat vouchers were issued and very well received by clients. We intend, finances allowing, to extend this practice at random times during the year in order to avoid dependency. This should give clients greater choice and access to fresh food.

In the summer Lichfield foodbank's Chair of Operations, Verity Ashley, left us. We thank her for her energetic and creative input to the workings of Lichfield foodbank and we wish her well on her travels. The Trustees feel very thankful that we were able to secure Daniel Pannell to replace Verity and they made the best of their crossover period. This ensured that Dan was given a first hand insight into the role as well as continuity for volunteers and clients. Dan has already discussed and established many new ideas and initiatives and has rapidly become part of the Team. He is continuing to work around his very busy 'day' job in order to meet everyone in the different sections of Lichfield foodbank.

Lichfield foodbank would not function without its volunteers. In all sections of Lichfield

foodbank our volunteers give a great deal of time and commitment to their roles. In their teams they operate very effectively, with care and commitment, to give their clients an experience which values their autonomy and dignity. A number of volunteers, both new and established, have taken on new leadership roles. This is beginning to have a positive effect on Lichfield foodbank's relationships with Agencies; the management of donations and the running of the Warehouse and Distribution Centres. This will, in turn, have an impact on the quality of the experience our clients receive.

As a result of the departure of some volunteers over this year, we are endeavouring to recruit new volunteers to roles in all sections of the Foodbank, including Trustees. We are currently advertising on social media and our website, as well as word-of-mouth, to this end. We hope an increase in new volunteers will be a positive factor in Lichfield foodbank's current year.

Lichfield foodbank greatly values its volunteers and thanks them for another year of the hard work and commitment they generously give on behalf of the people of Lichfield.

Hilary Dunphy
Chair of Trustees

5. Treasurer's Report

5.1 In 2024 we received very generous monetary donations of £97,093.69 which were 16% higher than were received in 2023. Included within this figure is £4,758 in top-up payments received from Tesco following our supermarket collections and other public food donations at the store. We are grateful to all those who purchase food at all our supermarket collection points and donate it to the foodbank.

5.2 We received some extremely generous donations from individuals and organisations during the period for which we are extremely grateful. Organisations that we would like to formally thank for their tremendous support in this way are:

- Christchurch, Lichfield
- Downey & Downey
- Duke of York public house, Lichfield
- Friary school, Lichfield
- Hints PCC
- Kembla Ltd.
- King's Bromley Gardening Guild
- King's Bromley PCC
- Lichfield Beacon Probus Club
- Lichfield festival of folk
- Lichfield Methodist church
- Lichfield Methodist church mother and toddler group
- Lichfield Museum Bowls
- Lichfield Rotary Club

- Lichfield RUFC
- Partsworld Ltd., Cannock
- PCC of Kings Bromley
- Peppermill Antiques
- Rotary Club Lichfield St Chad
- Three Spires Morris Club

together with dozens of individual donors whose donations often amounted to three or even four figure sums.

- 5.3 By the end of 2024, we had 59 donors who had committed to regular payments via a standing order mandate. We also receive donations via JustGiving many of which are donated on a regular basis.
- 5.4 We are registered as a charity for tax purposes and are able to claim a further 25% of the value of the donation, from donors who have signed up, via the Government's Gift Aid scheme. A Gift Aid payment of £7,421.74 was received during 2024 for donations received in 2023.
- 5.5 The foodbank had to buy top-up food to the value of £32,000 in 2024. This is compared to £14,000 in 2022 and just £3,200 in 2021
- 5.6 Lichfield foodbank remains on a sound financial footing, is well placed to consolidate and develop its work going forward and will continue to manage its money responsibly. We have a policy in place to hold a reserve of £10,000. This is based on holding a minimum of 12 months' expenditure to guard against uncertainties in income. At the same time, it provides assurance that the charity would be viable in the short to medium term if it became necessary to pay rent for warehousing or distribution centres in the future.
- 5.7 At the end of 2024, the foodbank had assets in the bank and cash in hand of £142,962.68 which is 68% higher than at the end of 2023 and a trading surplus during the year of £57,843.71.

LICHFIELD FOODBANK

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 1 JANUARY - 31 DECEMBER 2024

INCOME	2024	2023
Donations	¹ 97,093.69	83,517.22
Grants (local council)	1,200.00	1,000.00
Grants (Trussell Trust for community campaigners))	50,991.00	15,000.00
Grants (Trussell Trust for CASES)	45,000.00	45,000.00
Fund Raising	395.34	802.88
Bank Interest	0.00	0.00
Gift Aid	7,421.74	6,467.02
TOTAL INCOME	202,101.77	151,787.12
EXPENDITURE		
Food Purchases	² 37,472.98	93,013.89
Volunteer Expenses	7,256.58	7,137.60
Volunteer Training	0.00	0.00
Trussell Trust Franchise	³ 0.00	0.00
Insurance	157.00	254.97
Bank Charges	0.00	0.00
Telephone, printing, postage and stationery	963.50	916.02
Equipment Purchases	951.31	1,495.90
Equipment Maintenance	0.00	0.00
Accommodation	0.00	0.00
Non-food Purchases	⁴ 1,465.69	4,459.17
CASES	45,000.00	56,250.00
Community campaigners	50,991.00	0.00
TOTAL EXPENDITURE	144,258.06	163,527.55
SURPLUS (DEFICIT)	57,843.71	(11,740.43)

Notes to the Accounts

Note 1 - excludes food donations

Note 2 - excludes donated food

Note 3 - the Trussell Trust's franchise fee was waived in both 2023 and 2024

Note 4 - non-food purchases included essential items such as toiletries, nappies, etc.

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2024

	31/12/2024	31/12/2023
ASSETS		
Cash at bank and in hand		
Bank	142,658.92	84,513.05
Cash in hand	150.26	198.56
Supermarket vouchers	153.50	0.00
	142,962.68	84,711.61
LIABILITIES		
Creditors	0.00	0.00
NET ASSETS	142,962.68	84,711.61
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2023	142,962.68	97,670.34
Surplus (deficit)	57,843.71	(11,740.03)
Balance 31/12/2024	142,962.68	84,711.61

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2024 and the annexed Receipts and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA. Dated

LICHFIELD FOODBANK

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 1 JANUARY - 31 DECEMBER 2024

INCOME		2024	2023
Donations	1	97,093.69	83,517.22
Grants (local council)		1,200.00	1,000.00
Grants (Trussell Trust for community campaigners))		50,991.00	15,000.00
Grants (Trussell Trust for CASES)		45,000.00	45,000.00
Fund Raising		395.34	802.88
Bank Interest		0.00	0.00
Gift Aid		7,421.74	6,467.02
TOTAL INCOME		202,101.77	
EXPENDITURE			
Food Purchases	2	37,472.98	93,013.89
Volunteer Expenses		7,256.58	7,137.60
Volunteer Training		0.00	0.00
Trussell Trust Franchise	3	0.00	0.00
Insurance		157.00	254.97
Bank Charges		0.00	0.00
Telephone, printing, postage and stationery		963.50	916.02
Equipment Purchases		951.31	1,495.90
Equipment Maintenance		0.00	0.00
Accommodation		0.00	0.00
Non-food Purchases	4	1,465.69	4,459.17
CASES		45,000.00	56,250.00
Community campaigners		50,991.00	0.00
TOTAL EXPENDITURE		144,258.06	
SURPLUS (DEFICIT)		57,843.71	

Notes to the Accounts

Note 1 - excludes food donations

Note 2 - excludes donated food

Note 3 - the Trussell Trust's franchise fee was waived in both 2023 and 2024

Note 4 - non-food purchases included essential items such as toiletries, nappies, etc.

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2024

	12/31/2024	12/31/2023
ASSETS		
Cash at bank and in hand		
Bank	142,658.92	84,513.05
Cash in hand	150.26	198.56
Supermarket vouchers	153.50	0.00
	142,962.68	
LIABILITIES		
Creditors		0.00
NET ASSETS		
	142,962.68	
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2023	142,962.68	
Surplus (deficit)	57,843.71	
Balance 31/12/2024	142,962.68	

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2024 and the annexed Receipts and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA. Dated 28 March 2025

151,787.12

163,527.55

(11,740.43)

84,711.61

0.00

84,711.61

97,670.34
(11,740.03)

84,711.61

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2024

	31/12/2024	31/12/2023
ASSETS		
Cash at bank and in hand		
Bank	142,658.92	84,513.05
Cash in hand	150.26	198.56
Supermarket vouchers	153.50	0.00
	142,962.68	84,711.61
LIABILITIES		
Creditors	0.00	0.00
NET ASSETS	142,962.68	84,711.61
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2023	142,962.68	97,670.34
Surplus (deficit)	57,843.71	(11,740.03)
Balance 31/12/2024	142,962.68	84,711.61

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2024 and the annexed Receipts and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA. Dated

J J Shanahan

28th March 2025.

LICHFIELD FOODBANK

England & Wales - Charity number 1162359

Accounts

Lichfield foodbank



**Annual Report for the period 1 January 2023
to 31 December 2023**

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1. Introduction

- 1.1 Foodbanks provide emergency food, collected from the local community, to local people in crisis. Lichfield foodbank was launched in late March 2014. It was developed under the auspices of Churches Together in Lichfield and is part of the national foodbank network seeded by the Trussell Trust.
- 1.2 Lichfield foodbank became a charity in its own right operating as a charitable incorporated organisation in June 2015. This paper identifies the work undertaken during our financial year from 1 January 2023 to 31 December 2023.
- 1.3 The charity's name is Lichfield foodbank and has been entered onto the Register of Charities with the Registered Charity Number of 1162359.
- 1.4 The registered address of the charity is Lichfield foodbank, c/o Saxon Hill Academy, Kings Hill Road, Lichfield, WS14 9DE

2. The Need

- 2.1 The district of Lichfield has a population of circa 106,000. As well as the city of Lichfield, the district includes the town of Burntwood which is served by the Cannock and district foodbank. The area served by Lichfield foodbank is a relatively affluent area but it does contain some pockets of deprivation. Financial crises can impact on anyone, not just those in the most deprived areas or on income related benefits.
- 2.2 Nationally, the need for foodbanks has grown significantly in recent years. The need for a foodbank in Lichfield was identified from information provided by foodbanks in neighbouring areas that residents of Lichfield had needed to call upon them for assistance in times of crisis. In 2023, Lichfield foodbank fulfilled 4,483 food vouchers which is a 45% increase compared to 2022. The growth in the number of people approaching Lichfield foodbank for help confirms that there is an ongoing need to have a foodbank in the city.
- 2.3 Demand, in terms of individuals fed, increased by 35% compared to 2022, by 123% compared to 2021 and a total of 1,165,651 meals distributed since we started in April 2014. We have only been able to feed so many people because of the support we have received from individuals and groups across the city and surrounding villages, plus local churches, businesses and the supermarkets Tesco, Morrison's, Waitrose and Central England Co-operative.

3. Highlights of the Year

3.1 Food Collections

- Five supermarket collections were held during 2023 and these, together with all other food donations generated a total of 69.6 tonnes of food. We have been warmly welcomed during 2023 and previous years by Tesco, Waitrose and Morrison's stores in Lichfield and we would like to thank their staff for their co-operation on collection days.
- Tesco also supported our food drives at their stores with an uplift on the value of the food collected. In 2023 this amounted to £5,788 which was 28% higher than 2022's amount.
- Six new collection locations were added to our existing network of 30 foodbank collection points well established in churches, schools, shops, businesses and other local organisations. Contributions are also delivered to our warehouse and the foodbank distribution centres during opening times.
- In all, during 2023, Lichfield foodbank collected and purchased 103.6 tonnes of food which is 27% more than in 2022.
- We continue to be very grateful to all the schools, churches and community organisations that supported our 'Harvest' appeal which amounted to just over 4 tonnes of food.

3.2 Food and Non-Food Distribution

- The growth of our food distribution continued during the year. The foodbank's clients receive a parcel of three days' worth of nutritionally balanced, non-perishable food following referral by an agency. By the end of 2023, we had 34 such agencies registered to issue Lichfield foodbank referrals. The operation of the foodbank relies on the co-operation of these agencies and we appreciate their support and involvement.
- A total of 4,483 vouchers were fulfilled during 2023 providing food to 7,014 adults and 3,793 children. This is significantly higher than the 3,099 vouchers fulfilled in 2022 to 4,845 adults and 3,137 children.
- Until October, we included vouchers in the food parcels to allow our clients to purchase fresh fruit and vegetables from Lichfield's market stall and bread from Hindley's bakery, both located in the city centre. During the 10 months, a total of 6,480 x £5 fruit/vegetable vouchers and 3,576 x £2.35 bread vouchers were redeemed and we would like to formally thank Jake Lane and Duncan Hindley and their staff for their fantastic support. The reason why we stopped issuing vouchers in October can be found in section 5.5, Treasurer's report.
- For families with children under 3 years of age, we also provided a £10 Boots voucher to enable essential toiletry items be purchased. For the 10 months until October, we provided a total of 361 vouchers.

- In the run up to Christmas, we assembled and distributed 173 special Christmas food parcels, each containing more Christmas type food in addition to the normal food parcels.

3.3 Ongoing Support

Each foodbank distribution centre maintains an agency database and manual for use in signposting a client to additional support.

3.4 Additional Support

- In April 2023, Lichfield foodbank received a further grant of £45,000 from the Trussell Trust to fund a Citizen's Advice South East Staffordshire (CASES) representative at every session to help our clients, focusing on income maximisation.
- The total number of clients taking advantage of this initiative was 330 who made a total financial gain of over £285,000. The total amount of debt managed for people using this service was £280,000 and a total of 84 clients were able to dispense with the services of the foodbank completely.

3.5 Volunteers

- Lichfield foodbank is a volunteer run organisation; we do not have any paid staff. Over 250 volunteers helped to operate the foodbank in 2023.
- There are teams of regular volunteers staffing the warehouse and distribution centres and conveying food to and from our warehouse. All of our volunteers use their own vehicles to carry food to and from our warehouse, which means we can operate without the expense of having our own van, as many other foodbanks have to do. There are a large number of volunteers involved in the supermarket collections. We thank all our volunteers for their ongoing commitment.

3.6 Supporters

- We continue to be delighted by the level of support, both financial and in kind, that the foodbank has received. We are grateful to all those who have enabled the foodbank to operate as it does.
- Our thanks go to our other supporters, namely Life Church, Lichfield, Wade Street Church, Lichfield and Curborough Community Centre for hosting the distribution sessions and for providing office support and food collections; Saxon Hill Academy for providing the premises for our warehouse and two containers, plus the support of staff and students; Tesco in Lichfield, Shenstone and nationally; Morrison's in Lichfield and nationally; Waitrose in Lichfield and nationally; Central England Co-operative in Lichfield for accommodating our collection baskets and their direct donations.

3.7 Distribution Centres

There are operational distribution centres at Life Church, Netherstowe, Wade Street Church, Frog Lane and Curborough Community Centre. We started opening a foodbank distribution centre on a Tuesday evening at Life Church following the trial at the end of 2022 and we now cover a total of five sessions a week. We are grateful to our partners who allow us to use their premises to run these distribution centres free of charge.

3.7 Community Engagement

- Lichfield District Council passed a motion in July to appoint a food Justice champion and the first of the food partnership meetings took place in November which was very well supported to start addressing food insecurity across the district.
- Lichfield foodbank was involved in the Trussell Trust National Day of Action on 9 September to campaign for 'Guarantee our Essentials'.

3.8 Governance

- The purposes of the charity are defined in the constitution as follows:

"to relieve persons in Lichfield 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: a) 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 and: b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services."
- Lichfield foodbank was granted formal charity status as a charitable incorporated organisation on 23 June 2015. It is constituted under the Foundation Model which means that its only voting members are the Trustees.
- At the start of 2023, the Board of Trustees consisted of four members who are the clergy of two of the churches within Lichfield, namely; Rev. Steve Speight (Chairman of Trustees) and Rev. Rod Clark plus Mrs. Ann Schwarzenbach (secretary) and Mr Peter Westwood whose responsibilities are safeguarding and finance. Rev. Rod Clarke resigned during the year and we recruited three new Trustees, Samantha Gudsell (policies), Sophie Ellis-Carroll Bayliss (fundraising and grants) and Hilary Dunphy (operations) meaning we end the year with six Trustees.
- The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

- The Trustees are supported by an Executive Working Group whose role is to ensure that the foodbank operates smoothly with good governance, to report to and support the Board of Trustees and to keep volunteers, clients and partner organisations appropriately informed.

4. Chair's Report

Over the past twelve months we, like other outlets, have seen our foodbank grow and expand. In many areas of life people would celebrate that growth and development. And yet we are not celebrating because any growth simply means more people living on the breadline and not having food in their cupboards.

What we do celebrate is the commitment of the many volunteers who week by week work in the warehouse, drive supplies to the various centres, apply for grants, do the budgeting and accounting and support those who enter the centres to simply feed their families. This report would have little content if it wasn't for those people who make it happen. And so, we salute all those people on behalf of the population of Lichfield.

One of the effects of the growth is the need to purchase food from local supermarkets to add to the donations and supermarket collections. This has been a challenge to the finances with serious scrutiny having to be adopted right across Lichfield foodbank.

We have continued to open on an evening as the pilot sessions seemed to have the suggested impact.

On the personnel side of things there have been major movements. David Clarke the ex-chair and current operations manager of the EWG (Executive Working Group) is stepping back after many years of fabulous service. We have a new chair, Verity Ashley, who has been in place since February and are seeking to distribute David's various operational roles amongst a wider spread of people to lighten the load somewhat.

I finish by saying thank you for the privilege of serving in the way that we do and to a small degree helping individuals, couples and families to have food on the table each day for the people that they call family.

Let's see how 2024 develops.

Rev. Steve Speight – Chairman of the Trustees of Lichfield foodbank

5. Treasurer's Report

5.1 In 2023 we received very generous monetary donations of £85,317.22 but 18% lower than were received in 2022. Included within this figure is £5,788 in top-up payments received from Tesco following our supermarket collections and other public food donations at the store. We are grateful to all those who purchase food at all our supermarket collection points and donate it to the foodbank.

5.2 We received some extremely generous donations from individuals and organisations during the period for which we are extremely grateful. Organisations that we would like to formally thank for their tremendous support in this way are:

- Aldridge Masonic Lodge
- All Saints Church, Alrewas
- Autosmart International, Shenstone
- Christchurch, Lichfield
- Co-operative Society
- Duke of York public house, Lichfield
- Hewdens Ltd.
- Hints PCC
- King's Bromley PCC
- Lichfield Ladies T
- Lichfield Methodist Church
- Lichfield Rotary Club
- Life Church lunch club
- Methodist Women in Britain
- Partsworld Ltd., Cannock
- Pedro Distribution Ltd
- Peppermill Antiques
- Saxon Hill Academy
- St John's church, Shenstone
- Three Spires Morris Club Account
- Waitrose Ltd.
- Whittington PCC
- Yoxall WI

together with dozens of individual donors whose donations often amounted to three or even four figure sums.

5.3 By the end of 2023, we had 74 donors who had committed to regular payments via a standing order mandate. This was up from 54 donors at the end of 2022. We also receive donations via JustGiving many of which are donated on a regular basis.

5.4 We are registered as a charity for tax purposes and are able to claim a further 25% of the value of the donation, from donors who have signed up, via the Government's Gift Aid scheme. A Gift Aid payment of £6,467.02 was received during 2023 for donations received in 2022.

5.5 Due to client numbers being so much higher than in 2022 and both food and financial donations being much lower, the foodbank had to buy top-up food to the value of over £54,000 in 2023. This is compared to £14,000 in 2022 and just

£3,200 in 2021. Due to the high spend, the Trustees thought it prudent to stop issuing the fruit and vegetable, bread and Boots vouchers during October and just concentrate on the core business, ie. ensuring we can continue to supply all our clients with three day's worth of non-perishable food.

- 5.6 Lichfield foodbank remains on a sound financial footing, is well placed to consolidate and develop its work going forward and will continue to manage its money responsibly. We have a policy in place to hold a reserve of £10,000. This is based on holding a minimum of 12 months' expenditure to guard against uncertainties in income. At the same time, it provides assurance that the charity would be viable in the short to medium term if it became necessary to pay rent for warehousing or distribution centres in the future.
- 5.7 At the end of 2023, the foodbank had assets in the bank and cash in hand of £84,711.61 which is 13% lower than at the end of 2022 and a trading deficit during the year of £11,740.43.

LICHFIELD FOODBANK

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 1 JANUARY - 31 DECEMBER 2023

INCOME		2023	2022
Donations	¹	83,517.22	101,775.13
Grants (local council)		1,000.00	1,300.00
Grants (Trussell Trust for subsistence)		15,000.00	0.00
Grants (Trussell Trust for CASES)		45,000.00	45,000.00
Fund Raising		802.88	539.40
Bank Interest		0.00	0.00
Gift Aid		6,467.02	3,694.66
TOTAL INCOME		151,787.12	152,309.19
EXPENDITURE			
Food Purchases	²	93,013.89	67,598.75
Volunteer Expenses		7,137.60	3,145.25
Volunteer Training		0.00	0.00
Trussell Trust Franchise	³	0.00	0.00
Insurance		254.97	412.73
Bank Charges		0.00	0.00
Telephone, printing, postage and stationery		916.02	964.90
Equipment Purchases		1,495.90	1,616.58
Equipment Maintenance		0.00	0.00
Accommodation		0.00	0.00
Non-food Purchases	⁴	4,459.17	4,470.43
CASES		56,250.00	33,750.00
TOTAL EXPENDITURE		163,527.55	111,958.64
SURPLUS (DEFICIT)		(11,740.43)	40,350.55

Notes to the Accounts

Note 1 - excludes food donations

Note 2 - excludes donated food

Note 3 - the Trussell Trust's franchise fee was waived in both 2022 and 2023

Note 4 - non-food purchases included essential items such as toiletries, nappies, etc.

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2023

	31/12/2023	31/12/2022
ASSETS		
Cash at bank and in hand		
Bank	84,513.05	97,478.94
Cash in hand	198.56	122.48
Supermarket vouchers	0.00	68.92
	84,711.61	97,670.34
LIABILITIES		
Creditors	0.00	0.00
NET ASSETS		
	84,711.61	97,670.34
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2022	84,711.61	97,670.34
Surplus (deficit)	(11,740.03)	40,350.55
Balance 31/12/2023	84,711.61	97,670.34

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2023 and the annexed Receipts and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA. Dated 25 February 2024

LICHFIELD FOODBANK

England & Wales - Charity number 1162359

Accounts

Lichfield foodbank



**Annual Report for the period 1 January 2022
to 31 December 2022**

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1. Introduction

- 1.1 Foodbanks provide emergency food, collected from the local community, to local people in crisis. Lichfield foodbank was launched in late March 2014. It was developed under the auspices of Churches Together in Lichfield and is part of the national foodbank network seeded by the Trussell Trust.
- 1.2 Lichfield foodbank became a charity in its own right operating as a charitable incorporated organisation in June 2015. This paper identifies the work undertaken during our financial year from 1 January 2022 to 31 December 2022.
- 1.3 The charity's name is Lichfield foodbank and has been entered onto the Register of Charities with the Registered Charity Number of 1162359.
- 1.4 The registered address of the charity is Lichfield foodbank, c/o Saxon Hill Academy, Kings Hill Road, Lichfield, WS14 9DE

2. The Need

- 2.1 The district of Lichfield has a population of circa 106,000. As well as the city of Lichfield, the district includes the town of Burntwood which is served by the Cannock and district foodbank. The area served by Lichfield foodbank is a relatively affluent area but it does contain some pockets of deprivation. Financial crises can impact on anyone, not just those in the most deprived areas or on income related benefits.
- 2.2 Nationally, the need for foodbanks has grown significantly in recent years. The need for a foodbank in Lichfield was identified from information provided by foodbanks in neighbouring areas that residents of Lichfield had needed to call upon them for assistance in times of crisis. In 2022, Lichfield foodbank fulfilled over five times as many vouchers as in 2016 and a 106% increase versus 2021 much of which was due to the Covid-19 pandemic, the removal of the universal credit uplift and the cost of living crisis. The growth in the number of people approaching Lichfield foodbank for help confirms that there is an ongoing need to have a foodbank in the city.
- 2.3 Demand, in terms of individuals fed, increased by 65% compared to 2021, by 211% compared to 2019 and a total of 930,112 meals distributed since we started in April 2014. We have only been able to feed so many people because of the support we have received from individuals, groups, streets and roads across the city and surrounding villages, plus local churches, businesses and the supermarkets Tesco, Morrison's, Waitrose and Central England Co-operative.

3. Highlights of the Year

3.1 Food Collections

- Four supermarket collections were held during 2022 generating a total of 11.4 tonnes of food compared to 6.1 tonnes collected during the three collections in 2021. We have been warmly welcomed during 2022 and previous years by Tesco, Waitrose, Morrison's and Central England Co-operative stores in Lichfield and the Tesco store in Shenstone and we would like to thank their staff for their co-operation on collection days.
- Tesco also supported our food drives at their stores with an uplift on the value of the food collected. In 2022 this amounted to £4,519.68 which was more than double 2021's amount.
- A network of 30 foodbank collection points is well established in churches, schools, shops, businesses and other local organisations. Contributions are also being delivered to our warehouse and the foodbank distribution centres during opening times.
- In all, during 2022, Lichfield foodbank collected and purchased 81.5 tonnes of food which is 34% more than in 2021.
- We continue to be very grateful to all of the schools, churches and community organisations that supported our 'Harvest' appeal. We received over 5 tonnes of food making it the second best year ever and only just behind the record set in 2018.

3.2 Food and Non-Food Distribution

- The growth of our food distribution continued during the year. The foodbank's clients receive a parcel of three days' worth of nutritionally balanced, non-perishable food following referral by an agency. By the end of 2022, we had 42 such agencies registered to issue Lichfield foodbank vouchers. The operation of the foodbank relies on the co-operation of these agencies and we appreciate their support and involvement.
- A total of 3,099 vouchers were fulfilled during 2022 providing three days worth of food to 4,845 adults and 3,137 children. This is significantly higher than the 2,660 adults and 2,182 children fed during 2021.
- Throughout the year, we included vouchers in the food parcels to allow our clients to purchase fresh fruit and vegetables from Riley's greengrocers and bread from Hindley's bakery, both located in the city centre. Following the closure of Riley's greengrocers, we arranged for any existing vouchers to be redeemed at the fruit and vegetable market stall and we are now issuing new vouchers able to be redeemed there. During the year, a total of 8,515 x £5 fruit/vegetable vouchers and 4,392 x £2.35 bread vouchers were redeemed and

we would like to formally thank Mark Riley, Paul Smith and Duncan Hindley and their staff for their fantastic support.

- For families with children under 3 years of age, we also provided a £10 Boots voucher to enable essential toiletry items be purchased. During the year, we provided a total of 403 x £10 vouchers.
- In the run up to Christmas, we assembled and distributed 210 special Christmas food parcels, each containing over 20 items, to around 500 foodbank clients in addition to the normal food parcels.
- In addition to distributing food to clients locally, the generosity of the people of Lichfield in donating food enabled us to support other charities in the area which provide food to people in crisis. The four major charities supported in 2022 were: Burton Salvation Army, which received 10.2 tonnes; ASHA (asylum seekers support) in Stoke on Trent, 3.6 tonnes; Charnwood Children's Centre, 0.4 tonnes and the Pathway Project, 0.2 tonnes.
- In all during 2022, Lichfield foodbank and other local charities distributed 78.5 tonnes of food which is 25% more than was distributed in 2021.

3.3 Ongoing Support

Each foodbank distribution centre maintains an agency database and manual for use in signposting a client to additional support.

3.4 Additional Support and Other Highlights

- In April 2022, Lichfield foodbank received a grant of £45,000 from the Trussell Trust to fund a Citizen's Advice South East Staffordshire (CASES) representative at every session to help our clients, focusing on income maximisation.
- During the first six months, 160 clients sought advice with 29 of those seeking advice specifically for debt related issues. Of these cases, a total of £75,000 of debt was managed and from July to September, a total of 22 clients were able to dispense with the services of the foodbank completely.
- During 2021, we recruited Matt Wilson as Community Liaison Lead volunteer and he, together with our Chairman and Secretary has been instrumental in working with Lichfield District Council to find better solutions for our clients and being able to influence Lichfield's Member for Parliament, Michael Fabricant, to publicly support our objective of ending the need for foodbanks in our city by 2025.
- Our chairman was also given the opportunity to speak at a Conservative Party Conference fringe event hence influencing Government at national level.

3.5 Volunteers

- Lichfield foodbank is a volunteer run organisation; we do not have any paid staff. 202 volunteers helped to operate the foodbank in 2022.
- In the week before Christmas, our volunteers pulled together to feed 573 people, a truly Herculean effort for our charity.
- There are teams of regular volunteers staffing the warehouse and distribution centres and conveying food to and from our warehouse. All of our volunteers use their own vehicles to carry food to and from our warehouse, which means we can operate without the expense of having our own van, as many other foodbanks have to do. There are a large number of volunteers involved in the supermarket collections. We thank all our volunteers for their ongoing commitment.

3.6 Supporters

- We continue to be delighted by the level of support, both financial and in kind, that the foodbank has received. We are grateful to all those who have enabled the foodbank to operate as it does.
- Our thanks go to our other supporters, namely Life Church, Lichfield, Wade Street Church, Lichfield and Curborough Community Centre for hosting the distribution sessions and for providing office support and food collections; Saxon Hill Academy for providing the premises for our warehouse and container, plus the support of staff and students; Tesco in Lichfield, Shenstone and nationally; Morrison's in Lichfield and nationally; Waitrose in Lichfield and nationally; Central England Co-operative in Lichfield for accommodating our collection baskets and their direct donations.

3.7 Distribution Centres

There are operational distribution centres at Life Church, Netherstowe, Wade Street Church, Frog Lane and Curborough Community Centre. We are grateful to our partners who allow us to use their premises to run these distribution centres without charge.

3.8 Governance

- The purposes of the charity are defined in the constitution as follows:

“to relieve persons in Lichfield 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: a) 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 and: b)

such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.”

- Lichfield foodbank was granted formal charity status as a charitable incorporated organisation on 23 June 2015. It is constituted under the Foundation Model which means that its only voting members are the Trustees.
- At the start of 2022, the Board of Trustees consisted of five members who are the clergy of three of the churches within Lichfield, namely; Rev. Steve Speight (Chairman of Trustees), Rev. Rod Clark and Rev. Ian Hayter plus Mrs. Ann Schwarzenbach and Mr Peter Westwood. Rev. Ian Hayter resigned during the year meaning we end the year with four Trustees.
- The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.
- The Trustees are supported by an Executive Working Group whose role is to ensure that the foodbank operates smoothly with good governance, to report to and support the Board of Trustees and to keep volunteers, clients and partner organisations appropriately informed.

4. Chair's Report

So here we are again reporting on another year of Lichfield foodbank activity. The one glaring scenario that every foodbank has had to face is the enormous increase in demand. The ‘cost of living’ downturn was bound to have a massive effect on any group or organisation seeking to help those around it.

The Lichfield foodbank through all its activity has risen to the challenge and responded accordingly. As we reflect on this, our Lichfield goal to eliminate the need for a foodbank by 2025 seems challenged from every side. Each distribution centre has been working very busily, to capacity at times and we appreciate each location and the people who have given their time to serve the community that is Lichfield.

As a result of this demand, we have added an evening session to our weekly slots and a Tuesday evening has been trialled. We have had to spend some of our income on purchasing food to keep the supplies stocked. Local businesses have closed who were supporters of all that we are doing which has been a further challenge. New volunteers have been added to the amazing team that we have and worked alongside others in making everything happen. The EWG under David Clarke’s excellent leadership have responded to the ongoing developments with determination to see everyone has food in their cupboards.

The big news in this report is that David is stepping aside after being the chair of the EWG since taking the role from Ian Coxon in 2016. David has done an immense job and being integral in continuing to build many of the systems that now operate. Representing the

foodbank in various settings. We are grateful for the many hours of work that David has put in to make the foodbank what it is. Thank you, David! We are pleased to announce that Verity Ashley will take up the post in February 2023.

We are deeply grateful for everyone in every area of Lichfield foodbank activity – both the administration and delivery which is all run by volunteers who give their time and skills to serve the community around.

Thank – You!

Rev. Steve Speight – Chairman of the Trustees of Lichfield foodbank

5. Treasurer's Report

5.1 In 2022 we received very generous monetary donations of £101,775.13 which was 60% more than in 2021. Included within this figure is £4,519.68 in top-up payments received from Tesco following our supermarket collections and other public food donations at the store. We are grateful to all those who purchase food at all our supermarket collection points and donate it to the foodbank.

5.2 We received some extremely generous donations from individuals and organisations during the period with many being four figure sums, for which we are extremely grateful. Organisations that we would like to formally thank for their tremendous support in this way are:

- Aldridge Masonic Lodge
- All Saints Church, Alrewas
- Autosmart International, Shenstone
- Barratt Developments
- Friary Heating
- Friary School
- Humankind Research Ltd
- Lichfield Golf Club
- Lichfield Methodist Church
- LWS Advisory Ltd., Shenstone
- NEU Staffordshire District
- PCC of St Stephens, Fradley
- PCC of Weeford
- Pedrollo, Lichfield
- Queens Head public house, Lichfield
- Rotary Club Lichfield
- Staffordshire United Services Aid Fund
- Tamworth Co-op Society
- The Rowley Trust
- Three Spires Morris Club Account

- Waitrose Ltd
- Whittington St Giles Lodge

together with dozens of individual donors whose donations often amounted to three or even four figure sums.

- 5.3 By the end of 2022, we had 54 donors who had committed to regular payments via a standing order mandate. This was up from 35 donors at the end of 2021. We also receive donations via JustGiving many of whom donate on a regular basis.
- 5.4 We are registered as a charity for tax purposes and are able to claim a further 25% of the value of the donation, from donors who have signed up, via the Government's Gift Aid scheme. A Gift Aid payment of £3,694.66 was received during 2022.
- 5.5 Lichfield foodbank remains on a sound financial footing, is well placed to consolidate and develop its work going forward and will continue to manage its money responsibly. We have a policy in place to hold a reserve of £10,000. This is based on holding a minimum of 12 months' expenditure to guard against uncertainties in income. At the same time, it provides assurance that the charity would be viable in the short to medium term if it became necessary to pay rent for warehousing or distribution centres in the future.
- 5.6 At the end of 2022, the foodbank had assets in the bank and cash in hand of £97,670.34 which is 70% higher than at the end of 2021 and a trading surplus during the year of £40,350.55.

LICHFIELD FOODBANK

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 1 JANUARY - 31 DECEMBER 2022

INCOME	2022	2021
Donations	¹ 101,775.13	63,364.55
Grants (local council)	1,300.00	240.00
Grants (Trussell Trust for CASES)	45,000.00	0.00
Fund Raising	539.40	324.40
Bank Interest	0.00	0.00
Gift Aid	3,694.66	3,327.89
TOTAL INCOME	152,309.19	67,256.84
EXPENDITURE		
Food Purchases	² 67,598.75	45,272.99
Volunteer Expenses	3,145.25	1,771.78
Volunteer Training	0.00	0.00
Trussell Trust Franchise	³ 0.00	0.00
Insurance	412.73	389.65
Bank Charges	0.00	0.00
Telephone, printing, postage and stationery	964.90	920.42
Equipment Purchases	1,616.58	658.17
Equipment Maintenance	0.00	0.00
Accommodation	0.00	0.00
Non-food Purchases	⁴ 4,470.43	15,553.46
CASES	33,750.00	0.00
TOTAL EXPENDITURE	111,958.64	64,566.47
SURPLUS (DEFICIT)	40,350.55	2,690.37

Notes to the Accounts

Note 1 - excludes food donations

Note 2 - excludes donated food

Note 3 - the Trussell Trust's franchise fee was waived in both 2021 and 2022

Note 4 - non-food purchases included essential items such as toiletries, nappies, etc.

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2022

	31/12/2022	31/12/2021
ASSETS		
Cash at bank and in hand		
Bank	97,478.94	56,984.39
Cash in hand	122.48	326.64
Vouchers	68.92	8.76
	97,670.34	57,319.79
LIABILITIES		
Creditors	0.00	0.00
NET ASSETS	97,670.34	57,319.79
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2021	57,319.79	54,629.42
surplus (deficit)	40,350.55	2,690.37
Balance 31/12/2022	97,670.34	57,319.79

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2022 and the annexed Receipts and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA. Dated 28 January 2023

LICHFIELD FOODBANK

England & Wales - Charity number 1162359

Accounts

Lichfield foodbank



**Annual Report for the period 1 January 2021
to 31 December 2021**

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1. Introduction

- 1.1 Foodbanks provide emergency food, collected from the local community, to local people in crisis. Lichfield foodbank was launched in late March 2014. It was developed under the auspices of Churches Together in Lichfield and is part of the national foodbank network seeded by the Trussell Trust.
- 1.2 Lichfield foodbank became a charity in its own right operating as a charitable incorporated organisation in June 2015. This paper identifies the work undertaken during our financial year from 1 January 2021 to 31 December 2021.
- 1.3 The charity's name is Lichfield foodbank and has been entered onto the Register of Charities with the Registered Charity Number of 1162359.
- 1.4 The registered address of the charity is Lichfield foodbank, Wade Street Church Office, Frog Lane, Lichfield, Staffordshire, WS13 6HS.

2. The Need

- 2.1 The district of Lichfield has a population of circa 104,000. As well as the City of Lichfield, the district includes the town of Burntwood which is served by the Cannock and district foodbank. The area served by Lichfield foodbank is a relatively affluent area but it does contain some pockets of deprivation. Financial crises can impact on anyone, not just those in the most deprived areas or on income related benefits.
- 2.2 Nationally, the need for foodbanks has grown significantly in recent years. The need for a foodbank in Lichfield was identified from information provided by foodbanks in neighbouring areas that residents of Lichfield had needed to call upon them for assistance in times of crisis. In 2021 Lichfield foodbank fulfilled well over three times as many vouchers as in 2016 and although we saw a slight decrease in numbers compared to 2020, a 47% increase was recorded versus 2019, much of which was due to the Covid-19 pandemic. The growth in the number of people approaching Lichfield foodbank for help confirms that there is an ongoing need to have a foodbank in Lichfield.
- 2.3 Demand, in terms of individuals fed, decreased by 4% compared to 2020 but increased by 89% compared to 2019. We have only been able to feed so many people because of the support we have received from individuals, groups, streets and roads across the city and surrounding villages, plus local churches, businesses and the supermarkets Tesco, Morrison's, Waitrose and Central England Co-operative.

3. Highlights of the Year

3.1 Food Collections

- Three supermarket collections were held during 2021 generating a total of 6.1 tonnes of food. We have been warmly welcomed during 2021 and previous years by Tesco, Waitrose, Morrison's and Central England Co-operative stores in Lichfield and would like to thank their staff for their co-operation on collection days.
- Tesco also supported our food drives at their stores with an uplift on the value of the food collected. In 2021 this amounted to £2,198.91 which was paid into our bank account via the Trussell Trust.
- A network of 30 foodbank collection points is well established in churches, schools, shops, businesses and other local organisations. Contributions are also being delivered to the foodbank distribution centres during opening times.
- In all, during 2021, Lichfield foodbank collected 60.7 tonnes of food which is 6% lower than in 2020 but 40% higher than in 2019.

- We are very grateful to all of the schools, churches and community organisations that supported our 'Harvest' appeal. We received nearly ten times as much food as in 2020, making Harvest 2021 the fourth highest total in the eight years of our existence - a remarkable figure (4.4 tonnes) in view of this ongoing pandemic and some interruption in schools.

3.2 Food and Non-Food Distribution

- The growth of our food distribution continued during the year. The foodbank's clients receive a parcel of three days' worth of nutritionally balanced, non-perishable food following referral by an agency. By the end of 2021, we had 35 agencies registered to issue Lichfield foodbank vouchers. The operation of the foodbank relies on the co-operation of these agencies and we appreciate their support and involvement.
- A total of 1,638 vouchers were fulfilled during 2021 providing three days worth of food to 2,660 adults and 2,182 children. This is slightly lower than in 2020 but significantly higher than the 1,582 adults and 982 children fed during 2019.
- Throughout the year, we included vouchers in the food parcels to allow our clients to purchase fresh fruit and vegetables from Riley's greengrocers and bread from Hindley's bakery, both located in the city centre. During the year, a total of 6,137 x £5 fruit/vegetable vouchers and 3,421 x £2.35 bread vouchers were redeemed and we would like to formally thank Mark Riley and Duncan Hindley and their staff for their fantastic support.
- For families with children under 5 years of age, we also provided a £10 Boots voucher to enable essential toiletry items be purchased. During the year, we provided a total of 810 x £10 vouchers.
- In July, we held a "back to school" initiative where we provided school children from families in need with essential items such as pencils, pens, maths sets and calculators for their return to school after the summer holidays. In addition to items donated, we spent a total of £5,017 on this initiative.
- In the run up to Christmas, we assembled and distributed 600 special Christmas food parcels each containing over 20 items, to foodbank clients in addition to the normal food parcels. This was a 9% increase over the previous year and a significant logistical exercise in itself which was much appreciated by our clients.
- In these Christmas parcels, we included an additional fruit/vegetable, bread and Boots voucher and also a voucher to collect a tray of meat from Walter Smith butchers. We would like to formally thank the manager of Walter Smith's in Lichfield for his support. We also assembled separate children's and toddler's bags where we provided such items as a WH Smith voucher, a book as well as appropriate food.
- In addition to distributing food to clients locally, the generosity of the people of Lichfield in donating food enabled us to support other charities in the area

which provide food to people in crisis. The four major charities supported in 2021 were: Burton Salvation Army, which received 9.6 tonnes; ASHA (asylum seekers support) in Stoke on Trent 5.4 tonnes; Elias Mattu foodbank (Wolverhampton) 0.7 tonnes and Cannock and district foodbank 0.7 tonnes.

- In all during 2021, Lichfield foodbank and other local charities distributed 62.7 tonnes of food which is slightly less than 2020 but an increase of over 55% compared to 2019.

3.3 Ongoing Support

Each foodbank distribution centre maintains an agency database and manual for use in signposting a client to additional support.

3.4 Volunteers

- Lichfield foodbank is a volunteer run organisation; we do not have any paid staff. 237 volunteers helped to operate the project in 2021.
- There are teams of regular volunteers staffing the warehouse and distribution centres and conveying food to and from our warehouse. Many of our volunteers use their own vehicles to carry food to and from our warehouse, which means we can operate without the expense of having our own van, as many other foodbanks have to do. There are a large number of volunteers involved in the supermarket collections. We thank all our volunteers for their ongoing commitment.

3.5 Supporters

- We continue to be delighted by the level of support, both financial and in kind, that the project has received. We are grateful to all those who have enabled the foodbank to operate as it does.
- Our thanks go to our other supporters, namely Life Church, Lichfield, Wade Street Church, Lichfield and Curborough Community Centre for hosting the distribution sessions and for providing office support and for food collections; Saxon Hill Academy for providing the premises for our warehouse and container, plus the support of staff and students; Tesco in Lichfield and nationally; Morrison's in Lichfield and nationally; Waitrose in Lichfield and nationally; Central England Co-operative in Lichfield for accommodating our collection baskets and their direct donations; King Edward V1 and John Taylor High schools; St Michael's church and Le Rêve Bar all of which collected or gave at least 1% of our food donations.

3.6 Distribution Centres

There are operational distribution centres at Life Church, Netherstowe, Wade Street Church, Frog Lane and at Curborough Community Centre which opened on

26 July 2021. We are grateful to our partners who allow us to use their premises to run these distribution centres without charge.

3.7 Governance

- The purposes of the charity are defined in the constitution as follows:

“to relieve persons in Lichfield 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: a) 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 and: b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.”
- Lichfield foodbank was granted formal charity status as a charitable incorporated organisation on 23 June 2015. It is constituted under the Foundation Model which means that its only voting members are the Trustees.
- At the start of 2021, the Board of Trustees consisted of 5 members who are the clergy of three of the churches within Lichfield, namely; Rev. Steve Speight (Chairman of Trustees), Rev. Rod Clark and Rev. Ian Hayter plus Mr Robert Welfare and Mrs. Ann Schwarzenbach. Mr Welfare resigned during the year and has since been replaced by Mr Peter Westwood who was appointed on 26 April 2021.
- The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.
- The Trustees are supported by an Executive Working Group whose role is to ensure that the foodbank operates smoothly with good governance, to report to and support the Board of Trustees and to keep volunteers, clients and partner organisations appropriately informed.

4. Chair's Report

2021 has been another very challenging year for ourselves at Lichfield Foodbank. The systems and routines that are well established are now running brilliantly. The reason they run so well is that we have an amazing team of volunteers both visible and behind the scenes that make it all work. We have no one employed to run any area of the foodbank, although a few small expenses are paid out. This means that everyone working in the warehouse, driving around delivering supplies, collecting food at supermarkets and working in our three distribution centres do so as a contribution to the city and community that they live in. They do this with a smile on their faces and a commitment to delivering the best service that we can. This past year we have added one more distribution centre to the current two. Curborough Community Centre now

opens on a Monday which means there are now four days a week when we are open to the public.

I want to take this opportunity to say a very big thank you to our volunteers whether it's a couple of hours dealing with the public or many hours in administration, training and organisation.

Rev. Steve Speight – Chairman of the Trustees of Lichfield foodbank

5. Treasurer's Report

5.1 In 2021 we received very generous monetary donations of £63,364.55 which was 12.5% less than 2020 but 4 times higher than in 2019. Included within this figure is £2,199 in top-up payments received from Tesco following our supermarket collections and other public food donations at the store. Prior to June 2020, these payments were in proportion to the amount of food donated at the Lichfield Tesco Extra store alone but since then, payments are in proportion to food donated at Tesco stores throughout the country and divided up between all Trussell Trust franchised foodbanks. We are grateful to all those who purchase food at all our supermarket collection points and donate it to the foodbank.

5.2 We received some extremely generous donations from individuals and organisations during the period with many being four figure sums, for which we are extremely grateful. Organisations that we would like to formally thank for their tremendous support in this way are:

- St John's Church, Shenstone
- LWS Advisory Ltd., Shenstone
- Rotary Club Lichfield St Chad
- Elias Ashmole Lodge, Tamworth
- Lichfield Gospel Choir
- Shenstone Evening WI
- Lichfield Golf and Country Club
- Autosmart International, Shenstone
- NEU Staffordshire District
- Specsavers Finance
- Lichfield Cathedral Guild of Stewards
- Maple Hayes Hall School
- T by the C, Shenstone
- Geze UK Ltd
- Carroll Consulting Ltd

together with dozens of individual donors whose donations often amounted to three or even four figure sums.

- 5.3 By the end of 2021, we had 35 donors who had committed to regular payments via a standing order mandate. This was up from 29 donors at the end of 2020.
- 5.3 We are registered as a charity for tax purposes and are able to claim a further 25% of the value of the donation via the Government's Gift Aid scheme. A Gift Aid payment of £3,327.89 was received during 2021.
- 5.4 Lichfield foodbank remains on a sound financial footing, is well placed to consolidate and develop its work going forward and will continue to manage its money responsibly. We have a policy in place to hold a reserve of £10,000. This is based on holding a minimum of 12 months' expenditure to guard against uncertainties in income. At the same time, it provides assurance that the charity would be viable in the short to medium term if it became necessary to pay rent for warehousing or distribution centres in the future.
- 5.5 At the end of 2021, the foodbank had assets in the bank and cash in hand of £57,319.79 which is 5% higher than at the end of 2020 and a trading surplus during the year of £2,690.37.

A Summary of the Accounts for the year ended 31 December 2021 is shown below

LICHFIELD FOODBANK

RECEIPTS & PAYMENTS ACCOUNT FOR PERIOD 1 JANUARY - 31 DECEMBER 2021

INCOME	2021	2020
Donations	¹ 63,364.55	72,414.32
Grants	240.00	1,000.00
Fund Raising	324.40	0.00
Bank Interest	0.00	0.00
Gift Aid	3,327.89	1,543.58
TOTAL INCOME	67,256.84	74,957.90
EXPENDITURE		
Food Purchases	² 45,272.99	26,777.11
Volunteer Expenses	1,771.78	1,618.61
Volunteer Training	0.00	0.00
Trussell Trust Franchise	³ 0.00	0.00
Insurance	389.65	⁴ 0.00
Bank Charges	0.00	0.00
Telephone, printing, postage and stationery	920.42	561.26
Equipment Purchases	658.17	365.28
Equipment Maintenance	0.00	0.00
Accommodation	0.00	0.00
Non-food Purchases	⁵ 15,553.46	5,067.71
Charitable Donations	0.00	⁶ 1,530.00
TOTAL EXPENDITURE	64,566.47	35,919.97
SURPLUS (DEFICIT)	2,690.37	39,037.93

Notes to the Accounts

Note 1 - excludes food donations

Note 2 - excludes donated food

Note 3 - the Trussell Trust's franchise fee was waived in both 2020 and 2021

Note 4 - three additional months provided FOC which took the renewal date into 2021

Note 5 - non-food purchases included essential items such as toiletries, nappies, etc.

Note 6 - in lieu of food donated in previous years due to the Covid-19 pandemic

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2021

	31/12/2021	31/12/2020
ASSETS		
Cash at bank and in hand		
Bank	56,984.39	54,391.30
Cash in hand	326.64	208.12
Vouchers	8.76	30.00
	57,319.79	54,629.42
LIABILITIES		
Creditors	0.00	0.00
NET ASSETS	57,319.79	54,629.42
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2020	54,629.42	15,591.49
surplus (deficit)	2,690.37	39,037.93
Balance 31/12/2021	57,319.79	54,629.42

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2021 and the annexed Receipts and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA, 27 January 2022

LICHFIELD FOODBANK

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INCOME	2021	2020
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LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2021

	12/31/2021	12/31/2020
ASSETS		
Cash at bank and in hand		
Bank	56,984.39	54,391.30
Cash in hand	326.64	208.12
Vouchers	8.76	30.00
	57,319.79	
LIABILITIES		
Creditors		0.00
NET ASSETS	57,319.79	
INCOME & EXPENDITURE ACCOUNT		
Balance 31/12/2020	54,629.42	
surplus (deficit)	2,690.37	
Balance 31/12/2021	57,319.79	

EXAMINER'S REPORT

I have examined the above Balance Sheet as at 31 December 2021 and the annexed Receipt and Payment Account for the period ending on that date and certify them to be in accordance with the books, records and information supplied to me.

Signed by: J J Shanahan, FMCA, CGMA, 27 January 2022

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39,037.93

54,629.42

0.00

54,629.42

15,591.49

39,037.93

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Receipts

LICHFIELD FOODBANK

BALANCE SHEET AT 31 DECEMBER 2021

	31/12/2021	31/12/2020
ASSETS		
Cash at bank and in hand		
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Signed by:

J. J. Shanahan

J. J. SHANAHAN

FCMA, CGMA,

27th January 2022.