

Lichfield foodbank



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

Contents

	Page
1. Introduction	3
2. The need	3
3. Highlights of the year	4
3.1. Food collections	4
3.2. Food and non-food distribution	4
3.3. Ongoing support	5
3.4. Additional support and other highlights	5
3.5. Volunteers	6
3.6. Supporters	6
3.7. Distribution centres	6
3.8. Governance	6
4. Chair of Trustee's report	7
5. Treasurer's report	8
Summary of accounts	10

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