

Lichfield foodbank



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

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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 2024 to 31 December 2024.
- 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 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.