



# **Annual Report of the Trustees**

For AGM

21<sup>st</sup> November 2023 at 20:00

St Peter's Hall  
63 Somerset Road,  
New Barnet, EN5 1RF

## About the Charity

Charity Commission Registration Number: 1163042

Address: 63 Somerset Road, New Barnet, Barnet, EN5 1RF

Constitution Adopted: 09/10/2013 as amended on 29/09/2014

The charity's object is 'the prevention or relief of poverty in Chipping Barnet and surrounding areas, in particular by providing emergency food supplies to individuals in need.'

To achieve this, the charity provides emergency food parcels broadly in line with the guidelines of the Trussell Trust with which the food bank is affiliated.

We aim to ensure that all clients presenting with official vouchers during food bank opening hours receive appropriate food parcels in line with Trussell Trust and local policies. Those without vouchers are either provided with emergency vouchers and parcels or given advice as to potential alternatives.

The food bank hosts a Citizens Advice service, and also offers other support beyond food provision, including signposting services, drop-ins with other local support agencies, digital inclusion support, supermarket and fuel vouchers.

Trustees are elected at the AGM by the official representatives of the eight local member churches: Barnet Brookside Methodist, Barnet URC Wood Street, Christ Church (St Albans Road), St Gregory's R.C., St James New Barnet, St John's URC, St Mary the Virgin and St Peter's R.C.

The charity trustees have complied with the duty in section 4 of the 2006 Act to have due regard to guidance on public benefit published by the charity commission.

The week-by-week work of the food bank is managed by the management team under the leadership of Foodbank Manager Victoria Miller.

Our Independent Examiner of Accounts is Chris Jones.

## Trustees

Chair	Andrew Summers
Vice Chair & Spiritual Advisor	Rev. Canon Laura Hewitt
Treasurer	Arlette Jennings
Deputy Treasurer	Margaret Spillman
Secretary	Richard Lawson
Safeguarding Officer	Judy Burstow
Trustee	Sarah Edwards
Trustee	Sarah Greenwood
Trustee	Fr David Pember
Trustee	Martine Whitaker
+ Minute Secretary	Caroline Antoinette

## Management Team

Foodbank Manager	Victoria Miller
Treasurer and Minute Secretary	Arlette Jennings
Deputy Treasurer	Margaret Spillman
Warehouse Manager	Harold Williams
Interim Volunteer Manager	Victoria Miller
Voucher Holder Coordinator	Teresa Williams
Campaigning, Advocacy & Organising Lead	Bob Bevil
Client Signposting Lead	Jacqui Roeder
Operations	David Godfrey
Volunteer Scheduler	Caroline Antoinette

## Report for AGM of Chair of Trustees' Board

The past 12 months have again seen huge changes in the way the food bank operates. Victoria Miller, as Foodbank Manager has led on the development of a strategy to alleviate poverty in the area and, ably supported by the management team, has transformed the way the food bank operates.

The very welcome and generous grant from the Trussell Trust to fund the strategy development element of the manager's role was extended for the second year and we hope that this will be extended again until June 25. For this we are grateful to the Trussell Trust Grants Team and to our newly-in-post Area Manager for North London, Adrienne McPherson.

Victoria will report below on the strategy and on the process for its development. Key to its success has been the appointment of Bob Bevil as Campaigning, Advocacy and Organising Lead for 30 hours a week, again thanks to a full Trussell Trust grant. I'm particularly grateful to fellow trustee Sarah Edwards for providing her expertise in the design of this role and for participating in the recruitment and selection process.

A third grant, this time from the Barnet Community Fund, has enabled us to appoint a Signposting Lead - Jacqui Roeder. Her hours have recently been increased from 10 per week to 15, reflecting the terrific contribution she has made since being appointed in March.

The management team, sadly will be losing two stalwarts. Josh Hancock, who stepped in for 10 months or so as Development Manager in the period between Foodbank Managers, has played a major part in many of the new initiatives. He has kindly agreed to continue as part of the strategy steering group and as a team leader. Sonia Lucas as Volunteers Coordinator has enthusiastically and efficiently undertaken many of the behind-the-scenes administrative jobs without which the charity could not operate. Both are focussing now on new career paths and will be sorely missed. Many thanks to you both.

There have been changes too at the trustees board. Arlette Jennings was welcomed to her first meeting as a trustee in March, and in June took over from Margaret Spillman as treasurer in a planned succession. The charity has expressed its gratitude to Margaret for her unstinting work in this capacity since the inception of the food bank back in 2012. She has kindly agreed to continue as deputy treasurer. Thanks too to Chris Jones who has ably served once again as the Independent Examiner of Accounts.

Finally on behalf of the board, may I thank everyone who has contributed to the food bank during the year in whatever way, be it as a member of the management team, volunteering, donating food and/or finance, making deliveries, advising clients, administering vouchers, inputting data, collecting from supermarkets, publicising via social media, making and serving coffee, tea and buns, and generally being a valued friend of Chipping Barnet food bank. And of course to Fr David and the St Peter's parish for enabling the food bank to use the premises at Somerset Road. Without you all we would not have been able to feed the 6,211 people during the past 12 months.

The remaining sections of this Annual Report have been prepared by Arlette Jennings, our Treasurer, and management team members on behalf of trustees and I recommend the report to you.

***Andrew Summers - Chair of Trustees' Board***

# Manager's Strategy Report

## Chipping Barnet Foodbank Strategy to Alleviate Poverty in Barnet

We held an initial strategy workshop in September 2022, which brought together trustees, management team members, and TT Area Manager Amy Wisenfeld, to have high-level discussions and some initial brainstorming on strategic priorities. Following this session, a steering group was formed comprised of trustees, management team members, one of our referral agencies, and external adviser and food poverty expert, Pat Caplan. The group conducted thorough SWOT and PESTEL analyses to examine the food bank's internal strengths and weaknesses alongside external opportunities and threats impacting operations. Additionally, we drafted mission, vision, and values statements to align the strategy to the food bank's core purpose and principles.

Over several months, the steering group engaged in a thoughtful process to create a comprehensive strategy consultation draft, which among other things, included a needs assessment, stakeholder analysis and an activity plan.

The consultation draft was first circulated to both trustees and the management team for feedback before being finalised. Then, we sent it out to a wider audience for consultation, including all our volunteers, key referral partners, other organisations that we work closely with, Barnet Council, our local councillors, and the Trussell Trust. A final version of the strategy is now being produced and will soon be available to download from our website. We will be measuring and monitoring progress moving forward.

## Opening up the Food Bank

Opening up the parish hall at the food bank for clients has been a very important achievement of the past year. In March 2023, we began using the parish hall during client sessions to create a café-style environment for clients. The hall is arranged with tables and chairs, allowing clients to relax, enjoy complimentary drinks and snacks, and connect with volunteers and each other. We have also been able to establish our client support services in the hall. These include Citizen's Advice Barnet, our new client signposting lead, and digital inclusion support, amongst others. The welcoming atmosphere provides a more dignified experience, where clients feel comfortable and can access support when needed.

Our volunteers have shared how transformative this new set-up has been. One commented that "it is so good to be able to engage with the clients," while another remarked that "clients meet for refreshments in a warm, safe, roomy environment where they are made to feel comfortable and respected." The new set up has fostered more conversation and relationship-building between volunteers and clients, as well as improved our ability to support and signpost more effectively.

## Client Signposting Support

Funded by the Barnet Together '*Barnet Community Fund*' for one year, we appointed Jacqui Roeder as our new Client Signposting Lead in March 2023. This is our first dedicated signposting position at the food bank and the role has already made a significant impact.

Jacqui interacts directly with clients during food bank sessions to chat to them about their situation, provide guidance, and connect them with relevant support services. She also works on building relationships with organisations to provide additional referral pathways for our clients. During sessions, clients now specifically request time with her, demonstrating the value of her personalised guidance.

Having this specialised role has expanded our ability to address clients' wider needs beyond food provision. With her wealth of experience and passion for helping people, Jacqui has become an integral part of the food bank team.

### **Campaigning, Advocacy, and Organising**

The hiring of our food bank's first Campaigning, Advocacy, and Organising Lead in May 2023 has been a major milestone. Funded by a 3-year grant from the Trussell Trust, this role has a borough wide remit, and aims to explore and understand the experiences that are bringing people to need food bank support and to identify the local issues that are driving poverty. The ultimate aim is to develop a Local Influencing Strategy with the aim of changing policies and mindsets towards alleviating poverty in the Barnet area.

Bob Bevil was brought on in May after a thorough recruitment process and in his first six months has already made a big impact in the borough.

The creation of this dedicated advocacy and campaigning role demonstrates our food bank's commitment to lasting solutions, where we move beyond temporary food relief to create lasting change.

### **Citizen's Advice Barnet (CAB)**

Our dedicated CAB adviser, Juliana Fonseca, continues to provide an invaluable service to our clients. She provides specialised support in areas like benefits, debt, housing, and employment. Now located in the open parish hall, Juliana can easily engage with clients to offer expert advice and guidance. In the last year, CAB have supported over 200 of our clients, which demonstrates the major demand for this service. CAB have also reported that a total of 38 clients are estimated to no longer need the food bank after accessing advice and support. With needs continuing to rise, the CAB partnership continues to be a crucial part of our service and helps us to provide a more holistic support offering, beyond just food provision.

### **Digital Inclusion**

The addition of digital inclusion volunteers at the food bank has been critical in bridging the digital divide for some of our clients. Our two Digital Champions, Jim Connolly and Hamidah Hamid, now provide digital assistance during Saturday client sessions. They can help clients with getting online, setting up email accounts, applying for services, searching for jobs, staying connected with family, and more. With so many essential tasks requiring internet access today, it is invaluable for clients to be able to access support to build their digital skills.

We are also able to offer clients additional digital support with SIM Cards, mobile devices and laptops.

### **Additional Support Drop Ins**

We have also had some other organisations doing 'drops ins' at the food bank over the last year. For example, Beth Raynor from Christians Against Poverty (CAP) comes to the food bank on the 3<sup>rd</sup> Tuesday of every month to offer support to our clients struggling with debt. Over the winter last year, Age UK were able to do a drop in for us to support clients over 55 with accessing the Barnet Household Support Fund.

Other groups like Barnet Libraries have also attended sessions. They gave out books to clients and talked to them about the free services that the libraries in Barnet offer.

By having people onsite, clients can get connected to services more easily and get access to a diverse range of support all in one place.

### **Barnet Food Plan and the Barnet Food Partnership**

We have played an important role within the newly formed Barnet Food Partnership over the past year. Launched as part of the Barnet Food Plan, this partnership brings together diverse food organisations across the borough to improve the local food system.

With our expertise serving those facing food insecurity, we provide a crucial voice in the partnership's work. Attending regular meetings enables advocating directly to decision-makers on the realities for vulnerable community members. Moving forward, we will continue to engage the partnership. Our involvement ensures firsthand experiences of clients guide actions so that hunger is addressed at its root causes.

***Victoria Miller - Foodbank Manager***

### **Client Signposting Lead Report**

In March 2023 I began my role as signposting lead, building the role from the ground up. Over the past 7 months, I have built numerous relationships with our clients, enabling clients to feel comfortable to share their stresses and areas of crisis with me, therefore enabling me to show empathy and offer confidential non-judgemental advice and support.

I have also been able to engage and connect with a number of new signposting organisations, widening the areas of support we can offer. When I started this role, we only had a handful of organisations listed on the food bank database, we now have over 84 organisations listed that we can signpost clients to.

During the first months in my role, one of the main crisis areas was the rising cost in fuel and clients were struggling to keep up with the fuel costs. To support this crisis, clients were signposted to the British Gas Energy Trust and Shine, Green Doctors, as well as other organisations. We also offered emergency fuel support through Fuel Bank and Charis for those in immediate need and continue to do so.

Due to the increase in all living costs, clients are experiencing a higher financial strain and are struggling in a wide variety of areas (not just one), such as debt, mental health, domestic abuse, cost of living, employment, education, refugee/asylum, bereavement, childcare, families, housing, addiction etc. Clients' needs have significantly changed and expanded over the past 7 months and in response are being signposted to several organisations and they require ongoing support.

Our top referral agencies are Boost, Age UK, Sebbys Corner (baby/child essentials), CAP (debt advice), Tenants Advice, and Green Doctor (energy efficiency).

CAB and Shelter (who deal with all housing issues) have also been very useful agencies providing information and further support to clients.

ACTS 435 is a great organisation when applying for grants. I have secured two grants for clients to date.

We have distributed over 1,300 Vodafone SIM cards, which have been very popular and a great help to clients, enabling them to save approximately £60-£120 over the 6-month period. We obtained 16 mobile phones, which have now all been distributed out to clients,

and we are hoping to gain some more soon. Most recently I have been in contact with an organisation who can provide second hand laptops, so far 3 clients have received a laptop for educational and employment purposes.

### **Signposting Case Study**

Client M first came to the food bank in June 2023, after being released from prison and is on licence until 2026. Client M has been housed in the Barnet area, has no connection or familiarity with the area and lives alone. Client M receives Universal Credit and has no other source of income.

Client M's reason for need of the food bank's support was due to limited finances and receiving no other income apart from benefits, rising cost of essentials, loss of support from friends and family due to being in prison and moving to a new area and ongoing physical and mental health issues.

On Client M's first visit to the food bank in June 2023, Client M arrived without a voucher and was referred to me by the Team Leader to provide information about the food bank, how and where to apply for a food bank voucher and for signposting. During our first conversation and the information gathered, I referred the client to BOOST for support in several areas: Household Support Fund, education and employment. Client M has specific dietary requirements and was provided with ALDI supermarket vouchers to support his needs. Client M had no money and was given a BUS ticket enabling him to return to his home with the food bank bags.

Client M, continued to need the support of the food bank, returning approx. every 3/4 weeks for food bags until beginning of August.

In August 2023 Client M, came to me requesting more support. There had been no contact from BOOST since my referral in June. Client M spoke to me about ideas to start up a business and wanted to go back to college to obtain a Maths qualification. Client M would need a laptop to enable him to attend college and complete projects. Client M needed support getting home, and a BUS ticket was provided along with advice of how to obtain a discounted oyster card. I informed him that he needs to request the discounted rate oyster card form at his local jobcentre, it is not possible to apply online.

Client M made an application to Barnet College through his probation officer.

I followed up on the referral to BOOST, who contacted client and offered him financial support through the HSF. I also contacted 2econd Chance and requested a second-hand laptop for Client M, in case he couldn't loan one from Barnet College once he started the course.

Towards the end of September, Client M returned to the food bank informing me that Barnet College rejected his application, due to his criminal record and with the priority of safeguarding students. He requested help sourcing a laptop so he can attend online courses to further his education and gain skills to enhance his career prospects.

In October a laptop became available, and Client M collected item. He is now in the process of applying for online courses through National Careers Service and Learn My Way.

I have also shared with him details of online job sites that offer jobs for ex-offenders as he is keen to take steps to gain control of his life and reduce his need for the food bank.

***Jacqui Roeder - Client Signposting Lead***

# **Campaigning Advocacy and Organising Lead Report**

## **Background**

I took up this new role in mid-May with the purpose of “developing a local influencing strategy, and to lead a team of volunteers to enable its implementation, with the aim of changing policies and mindsets towards poverty in Barnet”.

A full and thorough Trussell Trust induction training has been completed to support the role which is new and emerging. In addition, every effort has been made to visit or meet all relevant community stakeholders. For example, attendance at the Barnet Together Conference, NCG AGM and Barnet Friends of the Earth open meeting for partners.

Progress to date is listed under Influencing Mindsets and Influencing Policies, the main Trussell Trust strategy pillars for the role.

## **Highlights to Date - Influencing Mindsets**

- Authoring of a discussion paper on the “The Rough Mathematics of Food Bank Uptake in the London Borough of Barnet” published in the Barnet Post.
- A series of school workshops and presentations to community groups designed to challenge some of the commonly held myths about food banks and food bank uptake. Audience examples include St. Catherine’s School, Sacred Heart School, the Heartlink Patient Group, and the NHS Social Prescribers among others.
- The successful application for a Breathe London Air Quality Node to be fitted at Chipping Barnet Foodbank; we understand this is the only example in the whole of London exclusively awarded to a food bank.

## **Highlights to Date - Influencing Policies**

- Membership of the Barnet Food Partnership.
- Membership of the Barnet Food Summit Steering Group.
- The compering of the first ever Barnet Food Summit (under the auspices of the Barnet Food Partnership).
- Establishing a higher profile for the food bank via a series of councillor visits and a mayoral visit with a view to influencing policy.
- Regular feedback on council consultations e.g. The Children and Young Persons Plan.
- Representing food bank clients on the “Age Friendly Barnet” steering group.
- Representing food banks in the “Time-after-Time” council application for funding for a large digital inclusion project.
- The development of a robust register of strategy stakeholders.
- Membership of the Chipping Barnet Foodbank Strategy Group involving the shaping of a strategy plan and consulting with local politicians.
- Membership of the Chipping Barnet Foodbank Management Group.
- Promotion of the Trussell Trust’s “Guarantee Our Essentials Campaign”.

## **The Future**

Many of these initiatives are ongoing, but the goal of the next few months is to identify a viable local campaign issue to alleviate poverty in Barnet and to build a team to lobby for change.

***Bob Bevil - Campaigning Advocacy and Organising Lead***

## Operations & Warehousing Report

Over the last twelve months we have benefitted from very generous donations through the Harvest Festival Season and Christmas, but we have also seen a significant reduction in donations from those dropping off at the food bank. Collection points at supermarkets are pretty similar to normal.

The consequence of the reduced donations has been a much greater need to purchase food from supermarkets. I have used Aldi on a frequent basis; often visits twice a week were needed. From mid-June I set up an Asda on-line delivery every Thursday morning; this has enabled me to reduce to a once a week Aldi shop. Recently we have had a typical monthly spend of £3,000 to keep up our stock levels. Overall we now have a relatively satisfactory level of stock, which can be seen in the table below (based on annual stock-takes in September of each year). It should however be noted that 2.2 tonnes of stock only represents 2 weeks at our current rate of distribution.

Year	Weight (tonnes)
2018	1.3
2019	1.5
2020	5.5
2021	3.8
2022	1.5
2023	2.2

We continue to get a generous amount of fresh food (mostly fruit and veg) every week from the Barnet Food Hub in the old East Barnet library plus excess bakery products once a week from Gail's Bakery in High Barnet. These extras of fresh food are always well received by our clients.

We are in the (slow) process of setting up partnerships with two further food sources. Neighbourly, a charity that links suppliers with excess or donated food and food banks - in our case this is with Aldi. Also, Bankuet a charitable organisation that enables people to donate, knowing that their money will be spent on food not admin etc; our matched supplier (one of the large supermarkets) cannot work with us due to the narrow residential road where we are based; other arrangements are being worked through.

***Harold Williams - Warehouse Manager***

## Health and Safety

We have had another year with no incidents or accidents of note.

The Health and Safety Policy and Risk Assessments were reviewed and updated in April 2023 to reflect the changes in operation with the use of the Parish Hall for clients.

We continue to receive the product Safety Alerts from the Food Standards Agency; most of these alerts reference food that we never hold, but where there is a possibility we do check our stock; nothing was found this year.

Three of the team (Victoria Miller, Jess Dunn and Harold Williams) have completed an on-line training and accreditation session for Level 2 Food Hygiene Rating; this is a pre-requisite for partnering through Neighbourly and has also provided additional skills and competence to the team.

***Harold Williams - Warehouse Manager***

## **Volunteering**

We have been able to continue training new volunteers every 2 to 3 months. A big thank you to Martine Whitaker, who is also one of our trustees, who trains our volunteers. We now have 202 volunteers spread across 4 rotas and ancillary roles.

We are continuing to support Duke of Edinburgh students on a Monday evening, with under 18's and their parent or guardian helping to sort and pack our donations. We have a mixture of bronze and silver award students. Thank you to Richard Moysey who has taken over the management of our DofE students.

This year has also seen lots of additional training opportunities offered to our volunteers. We have been able to offer the following courses:

- Safeguarding Training
- Emergency First Aid
- Conflict Resolution
- Food Hygiene
- Signposting Training

Earlier this year, we started a volunteer newsletter to keep our volunteers updated with things that are happening at the food bank with the aim of informing and engaging our volunteer community.

In 2024, we will be looking for a new Volunteer Manager, so if anyone is interested in this role, please contact me by email.

We continue to be ever so grateful to our volunteers, without whom we wouldn't be able to operate the food bank. Thank you to each and every one of you.

***Victoria Miller - Foodbank Manager***

## **Voucher Holders/Referral Agencies**

The range of Voucher Holders has widened this year and now includes specialist sections of the NHS (e.g. mental health and midwifery) and a greater number of out-of-borough agencies due to the continual process of clients being re-housed.

We have covered clients from their allocated local food bank as some have been closed during holiday periods and on bank holidays.

We have a closer relationship with some agencies where we have worked together to support individual client needs; in particular New Citizen's Gateway (refugees), Leaving Care (young adults), Solace Women's Refuge (women and children at risk) plus Children's Centres and Supported Living charities.

The number of agencies using e-vouchers continues to increase; this saves us administrative time. We have a large number of dormant referral agencies; the process of following up with these continues.

DWP are no longer issuing vouchers and now give their clients a piece of paper signposting them to CBFB; this results in us having to raise a matched official voucher.

***Teresa Williams - Voucher Holder Manager***

## Treasurer's Report

During the Financial Year ended 31/5/23 our donations increased significantly. Tax-efficient donations are slightly up on the previous year, but additional donations increased by about 65% and large donations increased considerably. The main large donations were from: BKL, Octopus Foundation and Association of Private Crematoria & Cemeteries.

We also received grants from the Trussell Trust during the year. We received a Winter Grant of £5,000, a grant for the Manager's salary of £23,000 and a two-year grant for the Campaign and Advocacy Lead of £39,130. We were also able to secure a grant of £8,501 for the Sign Posting Lead from the Young Barnet Foundation. These were in addition to the Citizens Advice Grant of £16,140 received previously.

Our costs have also risen 48% on last year mainly due to the increased costs of purchasing food stock and the additional national insurance and pension costs of salaried staff. We have continued to distribute both supermarket and fuel vouchers to clients, as well as school uniform vouchers. We have also maintained regular donations to the following organisations and causes: Solace, New Citizen's Gateway, Support to those leaving care, Underhill Children's Centre and Jim's Café.

Rental costs have also increased due to hiring the church hall so clients can have somewhere warm and welcoming to have a cup of tea and meet with Citizens' Advice. There have also been costs associated with opening the hall for clients. We also purchased a gazebo during the year so clients could queue up under cover when covid rules were in place. As a result of employing salaried staff our insurance payments have also increased.

In order to meet financial standards set out by the charity commission, a reserves policy has been devised and approved by the trustees in order for the food bank to meet its financial obligations in the event of unforeseen circumstances. The reserves policy represents three months of forecast expenditure based on current spending. It is currently set at £53,000.

Overall, although we had a surplus of income over expenditure of £67,021 for the financial year, we forecast that given the increased costs of food which we are having to buy there will be a deficit for the financial year ended 31/5/2024 of approximately £11,000.

I would like to thank the management team and especially Margaret Spillman for their continued support.

***Arlette Jennings - Treasurer***

## Income and Expenditure

<b>Chipping Barnet Foodbank</b>			
<b>Accounts for Year Ended 31/05/2023</b>			
<b>Income</b>			
	<b>Notes</b>	<b>Year Ended 31/05/2023</b>	<b>Year Ended 31/05/2022</b>
Tax Efficient Donations		£17,629	£15,057
Large Donations		£49,628	£25,253
Other Donations		£30,248	£18,359
Grants	2	£91,921	£16,140
Fundraising		£438	£0
HMRC Refunds		£3,648	£3,178
Bank Interest		£173	£6
<b>Total</b>		<b>£193,685</b>	<b>£77,993</b>

<b>Expenses</b>			
		<b>Year Ended 31/05/2023</b>	<b>Year Ended 31/05/2022</b>
Recruitment costs		£1,333	£1,158
Telephone/ Broadband/ Zoom		£1,283	£835
Computers		£1,825	£0
Supermarket Vouchers	1	£13,460	£13,020
Christmas & Easter Gifts	1	£7,720	£10,188
Salaries		£28,344	£0
Payroll admin costs		£689	£0
School Uniform	1	£4,063	£0
Fuel Vouchers		£12,000	£16,352
Fuel Exps/ Travel		£400	£0
Solace	1	£4,980	£6,017
Food/ Stock		£9,054	£2,604
New Citizens Gateway	1	£2,658	£4,500
Support To Leaving Care	1	£2,600	£2,000
Underhill Childrens centre		£1,400	£1,000
Mats/ Jim's café/comps for schools	1	£1,200	£1,612
Stationery/Printing/ Bags		£2,811	£1,910
Citizens Advice		£14,015	£16,938
Rent		£6,282	£4,200
Winter expenses		£5,537	£0
Gazebo/Shed		£1,419	£709
Young Barnet Foundation Toys		£478	£479
Other		£1,043	£254
Insurance		£224	£323
ICO		£35	£35
Tin can recipe book/Trolleys		£258	£843
Mats for foodbank		£1,553	£298
Marketing		£0	£100
<b>Total</b>		<b>£126,664</b>	<b>£85,375</b>
<b>Surplus/Deficit</b>	<b>Monies for Year Ended 31 May 2023/2022</b>	<b>£67,021</b>	<b>-£7,382</b>

Bank Balance as at 31 May 2022/2021	£101,891	£109,273
Reconciled Bank Balances as at 31 May 2023/2022	£168,912	£101,891

#### Notes

1 - Included are vouchers distributed for the following

	2023	2022
Christmas and Easter Gifts	£7,720	£9,040
Solace Women's centre	£2,900	£2,000
Support to Young People leaving care	£2,600	£2,000
Citizens Gateway	£2,600	£4,500
Jim's Café	£1,200	£1,000
Uniform Vouchers	£4,000	£0
	£21,020	£18,540

#### 2 Grants

	Received	Salaries	Computer/DBS	Payments	Balance
Manager Grant	£23,000	£23,000	£0	£0	£0
CAB Grant	£16,140	£0	£0	£11,718	£4,422
Winter Grant	£5,000	£0	£0	£5,000	£0
Sign Posting Lead Grant	£8,501	£2,012	£353	£0	£6,136
Campaign and Advocacy Lead Grant	£39,130	£1,330	£570	£0	£37,230
Acts 435	£150	£0	£0	£0	£150
	£91,921	£26,342	£923	£16,718	£47,938

## Statements of Assets and Liabilities

### Chipping Barnet Foodbank Accounts for Year Ended 31/05/2023

#### Statement of Assets and Liabilities

	Notes	2023	2022
<b>Assets</b>			
Current Account		£60,944	£41,884
Savings Account	2	£107,968	£60,007
<b>Total Assets</b>		<b>£168,912</b>	<b>£101,891</b>

#### Liabilities

##### Current liabilities

PAYE and Pension Fund	£984	£0
ACTs 435	£150	£0
<b>Total Liabilities</b>	<b>£1,134</b>	<b>£0</b>

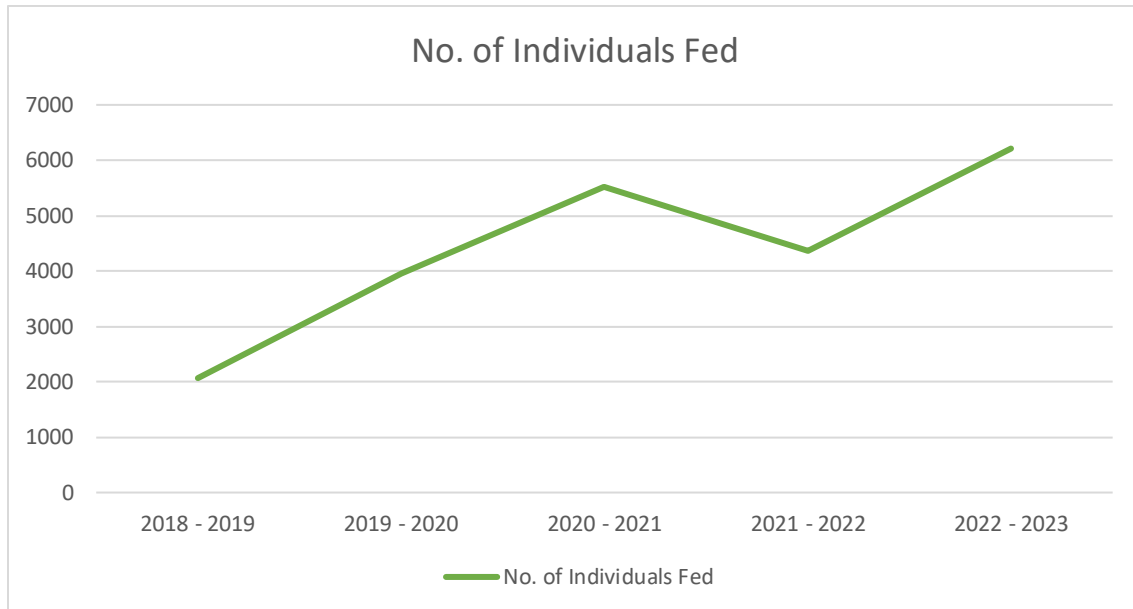
<b>Total Assets less Liabilities</b>	<b>£167,778</b>	<b>£101,891</b>
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Restricted Funds	2	£47,938	£0
Reserves		£119,840	£101,891

## Statistics

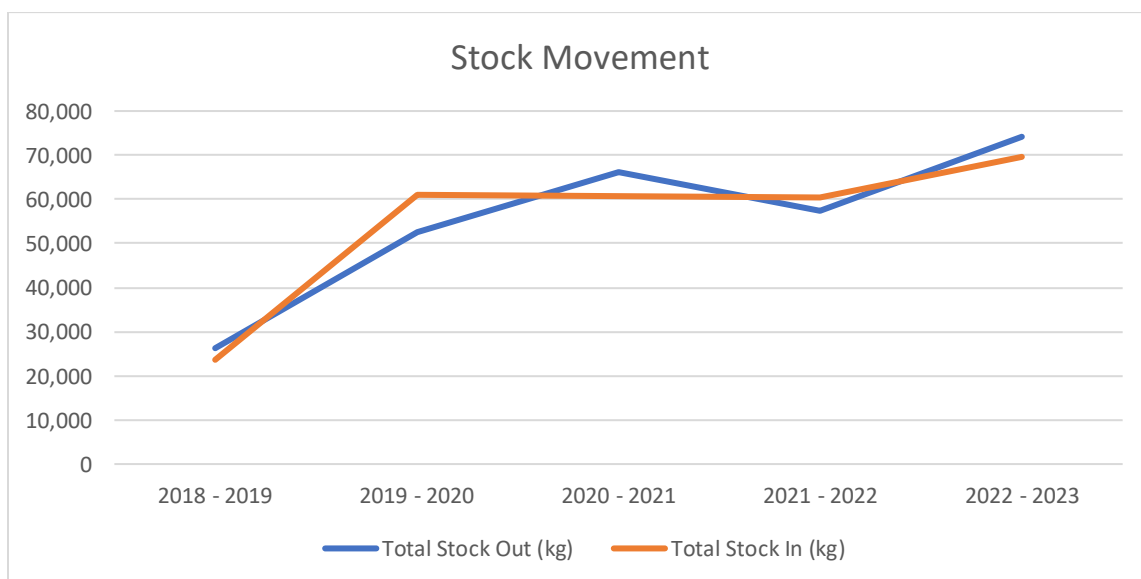
### Vouchers Fulfilled and Individuals Fed

We fulfilled a total of 2383 vouchers, which represents a 42% increase from last year. Furthermore, we provided food to 6211 individuals, which is an increase of 43% in the number of people we have fed through our voucher system.



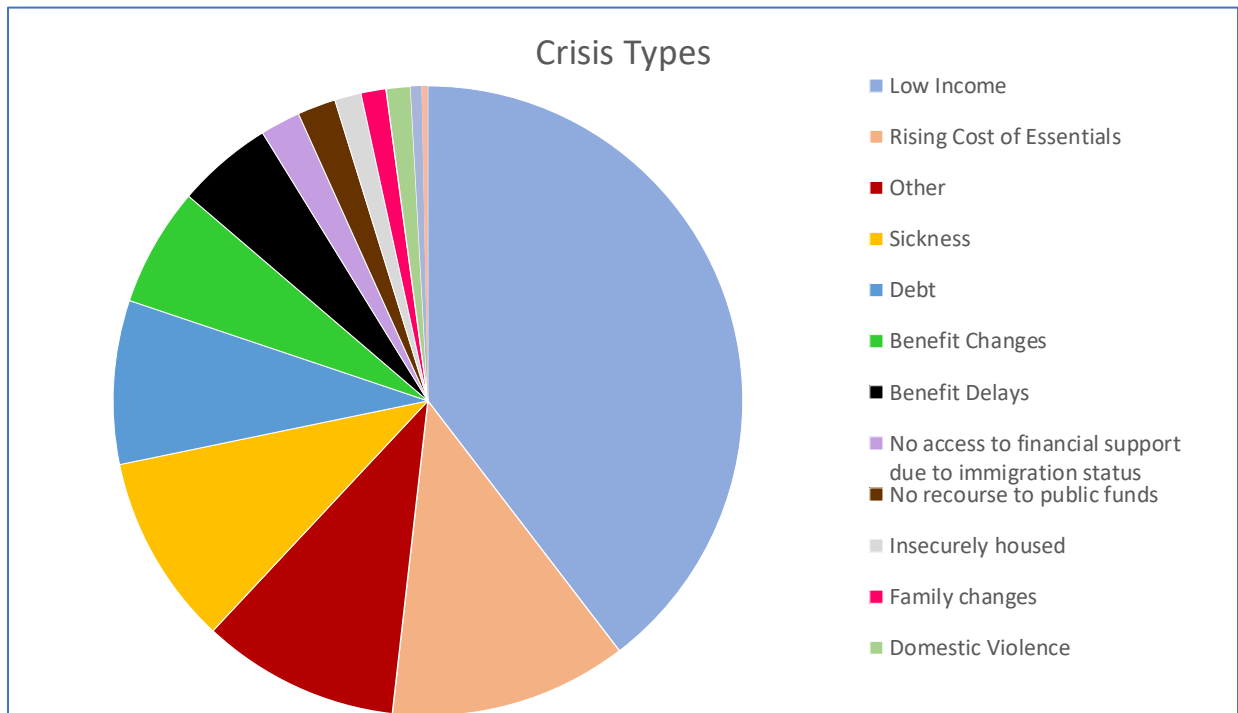
### Stock Movement

In terms of our stock movement, we distributed 29% more food than we did last year through our voucher system. We have also continued to support other local organisations with food, for example, Gratitude, Solace Women's Aid, Oak Lodge School and Leaving Care Team, to name a few. The total stock coming in to the food bank increased by 15%. It is worth noting here that in the past 6 months, we have been purchasing a lot of the food that is coming in.



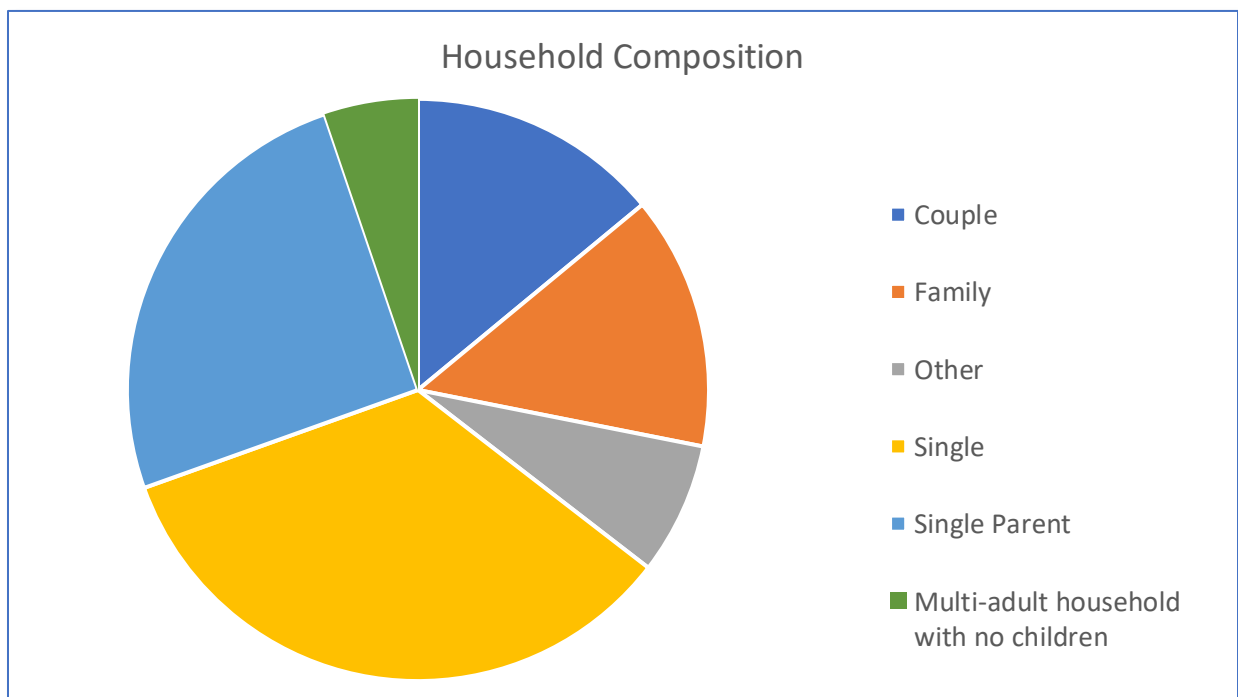
## Crisis Types

Low income, debt, sickness, benefit related issues and the rising cost of essentials are the most common reasons for people visiting our food bank. Being insecurely housed, having no recourse to public funds or no access to financial support due to immigration status are also crises we see frequently.



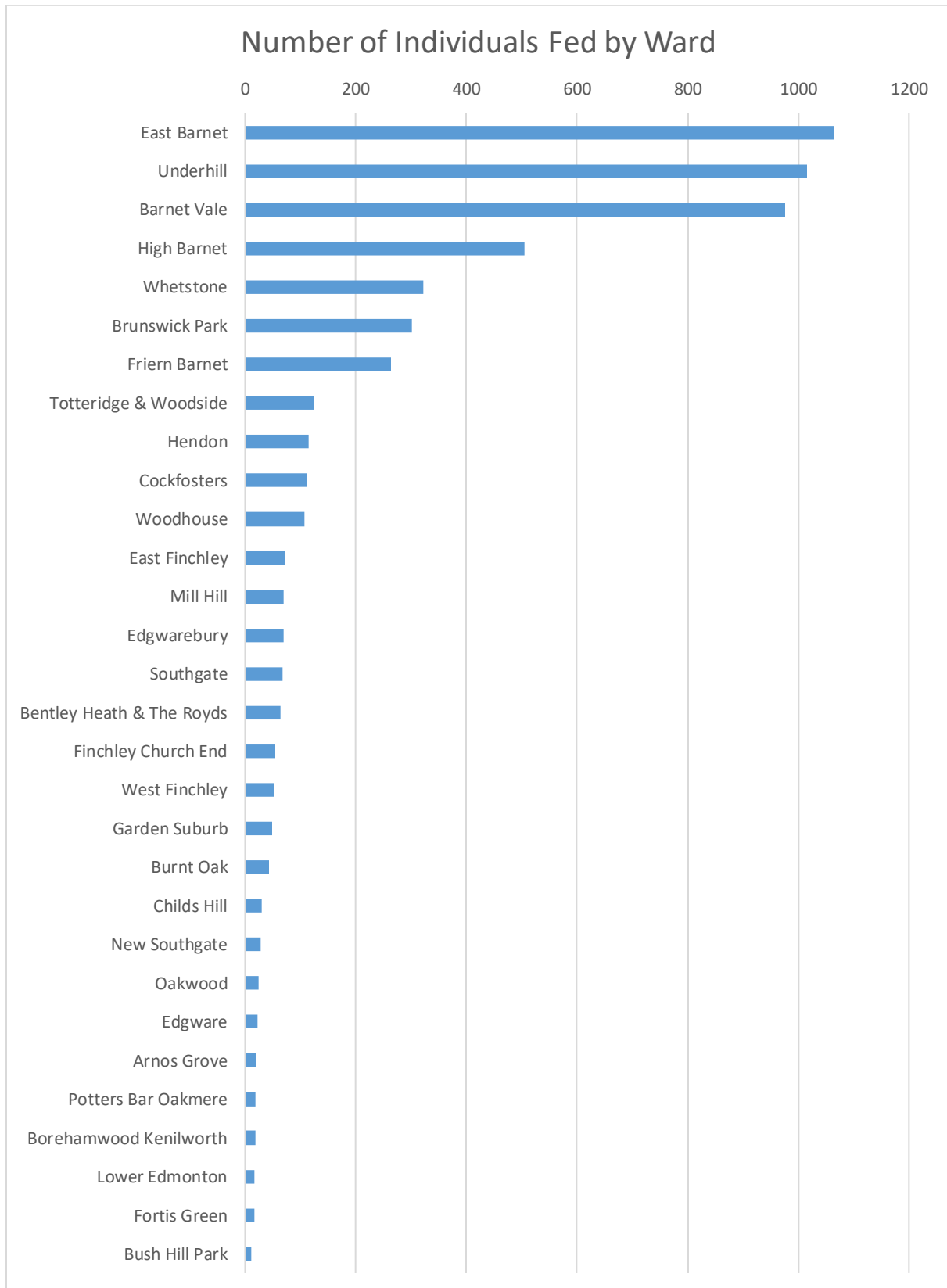
## Family Size

Looking at family size, we can see that about 60% of our clients are either single or single parents, 15% of clients are families with two parents and 14% are couples.



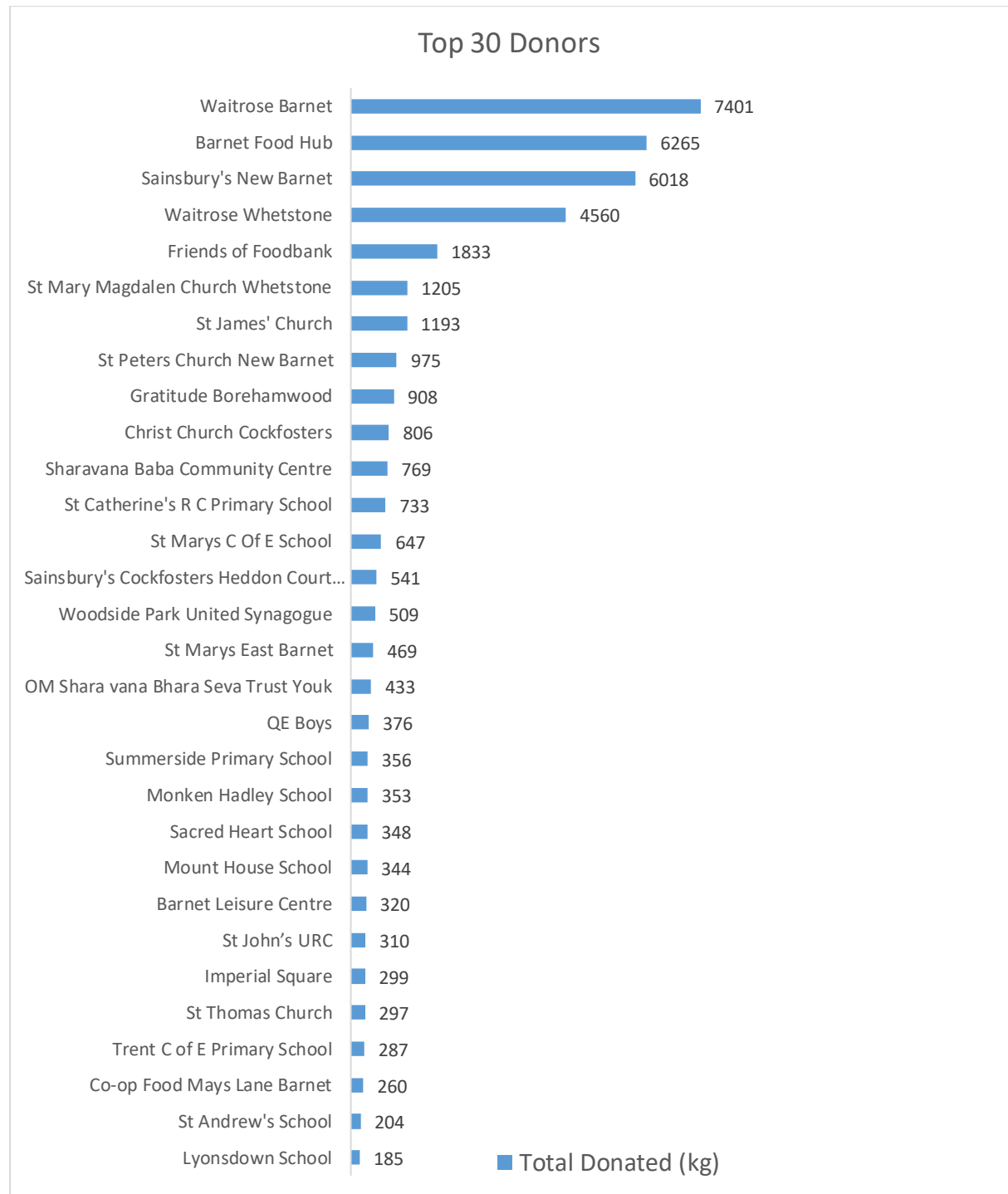
## Wards

When we look at the wards our clients live in, we can see in the bar chart below that East Barnet, Underhill, Barnet Vale, High Barnet, Whetstone, Brunswick Park, and Friern Barnet are the most common.



## Donors

Finally, you can see on the bar chart below our top 30 donors for this year, the biggest being customers of Waitrose in High Barnet, donating a massive 7,401kg of food this year.



## Thank You

All volunteers who contributed their precious time and energy to work for the food bank.

Our generous donors including churches, synagogues, schools, businesses, community groups and the many individuals who have offered such substantive food and financial support.

St. Peter's RC Church New Barnet for allowing us use of their parish centre and hall for our food bank sessions.

Juliana Fonseca, Nadya Bari and Louise Broadbent at Citizens Advice Barnet.

Adrienne McPherson, Alice Webster, Sophie Clark, Tony Panayiotou, Neil Bird, and the Trussell Trust as a whole.

Fay Morris at BOOST Barnet, who has been fundamental in supporting us with our digital inclusion sessions.

Joyce Harmann and Margaret Spillman for tirelessly inputting all our voucher and stock data.

Jim Connolly and Hamidah Hamid, our Digital Champions, who lead our digital inclusion sessions.

John Archibald for monitoring the food bank info@ email address.

Ed Dolling for managing our client deliveries.

Pat Caplan for her continued advice and support.

The many businesses across the borough who have long provided us permanent or short-term collection points, such as Waitrose in High Barnet and Whetstone, Sainsburys in New Barnet and Cockfosters, Co-Op in Mays Lane and East Barnet, Marie Shoes in East Barnet, Potters Pantry.

BKL chartered accountants for their generous financial donations this year.

Charis and Fuel Bank Foundation for the provision of fuel voucher services.

The Barnet Food Hub for weekly fresh fruit and vegetables, and also additional support for our food bank and our volunteers.

Jean at Potters Pantry Café and her team for their support in the community.

Gail's Bakery for a plentiful supply of baked goods.

Local churches for supporting us through their parishioners.

Young people in the borough who contributed time and donations as part of volunteering activities or Duke of Edinburgh awards.

Jim Whitaker for delivering manual handling training.

Our Independent Examiner of Accounts, Chris Jones.

# Chipping Barnet Foodbank: 2023 Annual General Meeting

To be held 8.00 pm Tuesday 21 Nov 2023 at St Peter's Parish Hall 63 Somerset Road,  
New Barnet, EN5 1RF

## Agenda

### 1. Welcome from the Chair of Trustees' Board

### 2. Opening Prayer (See below)

### 3. Apologies for Absence

### 4. Introductions

Participants to introduce themselves.

### 5. Minutes of the Previous Meeting held 15 November 2022

To consider for accuracy and agree.

### 6. Any Matters Arising (*Other than items to be covered elsewhere on agenda.*)

### 7. Election of Trustees

The Constitution was revised at the 2021 AGM, amongst other updates, to enable trustees to be appointed for three-year terms, and eight trustees were subsequently so elected. Two further trustees were elected in 2022 for three years. Trustees are now proposing that a further new trustee, Arlette Jennings, appointed earlier this year by the trustees' board, be now elected for a further period of three years. The representatives of the eight member churches are invited vote.

The eight member churches and their voting representatives are: Barnet Brookside Methodist: Helen O'Sullivan; Barnet URC, Wood Street: Christine Nuckey; Christ Church Barnet: Kristan Payne; Mary Immaculate & St Gregory the Great RC Church Chipping Barnet: Tom Shanagher; Mary Immaculate & St Peter's RC New Barnet: Simon Mason. St James C of E: Glynice Smith; St John's URC New Barnet: David Paul; St Mary the Virgin East Barnet: Debbie Windeler;

The new trustee seeking election for a further period of three years is :

**Arlette Jennings**, nominated by Andrew Summers and seconded by Margaret Spillman.

The AGM is asked to note that Arlette has kindly taken over from Margaret Spillman as treasurer as a planned succession.

### 8. Chair of Trustees Report

To receive a report from Chair of Trustees' Board.

### 9. Foodbank Manager's Report on Strategy to Alleviate Poverty

To receive a report of the Foodbank Manager

### 10. Foodbank Manager's Report on Operations

To receive report of the Foodbank Manager to include operational statistics.

### 11. Treasurer's Report

To receive a report of the Treasurer

**12. Reports from Management Team Members**

To receive reports from other Management Team Members

**13. Additional Questions and Comments from Participants**

**14. Rounding-up Comments from the Chair**

**15. Any Other Business**

**16. Date of Next Annual General Meeting**

Proposed date, Tuesday 19 November 2024

**Closing prayer**

**Participants are invited to stay for light refreshments.**

**Foodbank Prayer**

Grant us Lord a vision of your world as your love would have it;  
A world where the weak are protected and none go hungry or poor;  
A world where the riches of creation are shared and everyone can enjoy them;  
A world where the different races and cultures live in harmony and mutual respect;  
A world where peace is built with justice, and justice is guided by love.  
Give us the inspiration and courage to build it, through Jesus Christ our Lord.  
Amen

## **Independent Examiner's report to the trustees of Chipping Barnet Foodbank**

I report to the trustees on my examination of the accounts of Chipping Barnet Foodbank (CBFB) for the year ended 31 May 2023.

### **Responsibilities and basis of report**

As the charity trustees of CBFB you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of CBFB's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement – matter of concern identified**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- accounting records were not kept in respect of CBFB as required by section 130 of the Act; or
- the accounts do not accord with those records.

However, in carrying out my examination, I noted that some of your accounting records initially appeared to be incomplete or not as readily available for examination as the Act and the Charity Commission's guidelines require. I am pleased to be able to report that the processes I noted last year (2021-22) have been discontinued, but this year there have been other areas where it has been difficult to obtain some important records, even after repeated requests. These are particularly in relation to ongoing activities which started before the current financial year and to the management of restricted funds. I am now satisfied that I have seen all I need to see, but I very strongly recommend that you review your record keeping processes to ensure that, in future, your records are complete and readily accessible when required.

I have no other concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Chris Jones

15 Nov 2023

80 Eton Avenue, East Barnet, Hertfordshire. EN4 8TY