

DROITWICH SPA FOODBANK

England & Wales · Charity number 1163261

Details

Other names DSFB

Status Registered

Legal form CIO

Registered 2015-08-24

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

Contact

Address St Andrews Parish Centre
St Andrews Street
Droitwich
WR9 8DY

Phone 077524476676

Email info@droitwichspa.foodbank.org.uk

Website <http://droitwichspa.foodbank.org.uk/>

Activities

Objects: TO RELIEVE THE PERSONS IN DROITWICH SPA AND THE SURROUNDING AREA THAT ARE IN FINANCIAL HARDSHIP IN SUCH WAYS AS THE TRUSTEES FROM TIME TO TIME THINK FIT, IN PARTICULAR BOTH 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 RELIEVE POVERTY(B)SUCH OTHER MEANS, INCLUDING (BUT NOT LIMITED TO) THE PROVISION OF SUPPORT AND OTHER ADVISORY SERVICES

Activities: The foodbank seeks to relieve the persons in Droitwich Spa and the surrounding area that are in financial hardship in particular but not exclusively by:a) providing emergency food, essential toiletries and household itemsb) signposting to other organisations

Classification

- **How:** Other Charitable Activities
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- Worcestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£67,111	£72,867	-	-
2024-03-31	£107,443	£68,635	-	-
2023-03-31	£79,669	£54,601	-	-
2022-03-31	£36,472	£34,220	-	-
2021-03-31	£61,637	£47,743	-	-

Trustees

Name	Role	Appointed
Robin Craig Mayo	Chair	2021-10-01
Angela Preece		2023-12-05
Jessica Lucy Putt		2023-09-06
Pernilla Asplen		2023-09-06
Shiona McGeachie		2025-06-20

DROITWICH SPA FOODBANK

England & Wales - Charity number 1163261

Accounts



CHARITY COMMISSION
FOR ENGLAND AND WALES

Droitwich Spa Foodbank

1163261

Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
---------------------	---------------------------------	----	-------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	15,802		-	15,802	17,619
Collections/Cash	4,072		-	4,072	8,160
Virgin/Enthuse & Gift Aid	8,483		-	8,483	10,603
PayPal			-	-	-
Trussell Trust		26,574	-	26,574	25,443
Wychavon DC		12,000	-	12,000	13,000
National Lottery Community Fund			-	-	32,475
Interest on Premium A/C	180		-	180	144
	-		-	-	-
Sub total (Gross income for AR)	28,537	38,574	-	67,111	107,443
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,537	38,574	-	67,111	107,443
A3 Payments					
Purchases for Food Bank Clients	11,704	12,000	-	23,704	12,859
Phone	1,551	392	-	1,943	735
Motor	975	-	-	975	788
Equipment Repairs Renewals	247	-	-	247	779
Stationary	272	75	-	347	338
Rent & Premises	3,496	2,430	-	5,926	5,314
Insurances	967		-	967	1,005
Miscellaneous	2,739		-	2,739	1,113
Energy Vouchers	292		-	292	325
Aldi Vouchers	-		-	-	22,000
Salary + on-costs	14,666		-	14,666	13,676
Taxi/Bus Tickets clients	382		-	382	-
SLA Citizens Advice		20,679	-	20,679	9,702
	-		-	-	-
Sub total	37,291	35,576	-	72,867	68,635
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	37,291	35,576	-	72,867	68,635
Net of receipts/(payments)	- 8,754	2,998	-	- 5,756	38,809
A5 Transfers between funds	4,319	- 4,319	-	-	-
A6 Cash funds last year end	67,593	34,819	-	102,412	63,603
Cash funds this year end	63,158	33,498	-	96,656	102,412



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2024 to 31 March 2025

Charity name: Droitwich Spa Foodbank

Charity registration number: 1163261

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To help persons in Droitwich Spa and the surrounding areas that need support, principally with providing emergency food, toiletries, and other household items, and in such ways as the Trustees may think fit.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Droitwich Spa Foodbank (the Foodbank) operates under the guidance and procedures of the Trussell foodbank network. It complies with the requirements of good practice operated and recommended by this organisation.</p> <p>The main activity of the Foodbank is to provide food and other essential items to people in crisis, in the Droitwich Spa and surrounding areas.</p> <p>The Foodbank continues to operate from two sites. The Baptist Church in Droitwich town centre is where clients are seen and supported, with our warehouse facility operating from premises on the Berry Hill Industrial Estate. Each site operates Tuesday and Fridays each week and the warehouse will operate also on additional days to process foods at peak times too if required (harvest and Christmas time).</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware of the guidance issued on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Foodbank has made no grants in this last financial year.
Contribution made by volunteers	Para 1.38	The Foodbank has approximately 80 volunteers who support with various duties at the Foodbank centre and warehouse. We are most grateful to all the volunteers for their commitment and helping those in our community who find themselves needing support.
Other		<p>Financial Inclusion Grant Having started in January 2023, this project has continued through this financial year. This is a Financial Inclusion initiative with Citizen's Advice, providing access for clients to expert help and advice and hopefully a step towards improving their overall financial circumstances and management for the future.</p> <p>The above is supported with specific grant funding from Trussell (previously called Trussell Trust).</p> <p>District Council Grant In the year also, Wychavon District Council supported with grants totalling £12,000 (prior year £13,000) to support clients in need with food and supermarket vouchers.</p> <p>Volunteers and Organisations We are grateful to those organisations and individuals who so generously donate food and other items to support the Foodbank.</p> <p>Our thanks too to local supermarkets who allow us to collect on their premises and support with donation initiatives at various times throughout the year.</p> <p>Referral Agencies We also thank the various referral agencies who work with us to ensure those in need are supported with food and other essentials.</p>

Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>The year remained one of continued support for our clients.</p> <p>During the period, we provided food to a total of 3882 people (2528 adults and 1354 children), which compares with 3549 in the prior year (2167 adults and 1382 children).</p> <p>We handled 32,971kg of food and distributed 32,949kg during the year. As evidenced in the financial accounts, more direct food purchasing by the foodbank was required, with 10,110kg purchased in this financial year, compared to 5,696kg in the prior year.</p> <p>Stock at the year-end was 6,863kg and this compares to 6,841kg in the prior year.</p>
---	------------------	---

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>The year overall was challenging with evidence of a declining trend of donations of just over £8,000 evident – this after excluding the exceptional grant we received in the prior year from the Community Organisations Cost of Living Fund (delivered by The National Lottery Community Fund).</p> <p>As indicated in the previous section, the requirement to purchase food directly to help make up the necessary food parcel contents increased significantly, with this being £23,704 for the year compared to £12,860 in the prior year.</p> <p>The requirement to purchase food directly resulted in the difficult decision to stop providing food vouchers to all but clients with emergency needs for support.</p> <p>The overall result therefore reports a deficit for the year of £5,756 – the first deficit known for the Foodbank since inception in 2014. Whilst manageable in the short-term, this is something that needs addressing long-term.</p> <p>The Foodbank held a balance of £96,656 at the end of this period. However, it should be noted that this is split between unrestricted funds totalling £63,158 compared with £67,593 prior financial year, and restricted funds of £33,498 compared with £34,819 prior year.</p>
---	------------------	---

		<p>The restricted funds held relates to the Financial Inclusion Grant and scheme with Citizen's Advice and could be subject to some clawback of funds upon conclusion of the overall project.</p> <p>In addition to cash held the Foodbank has a balance of supermarket vouchers of £5,910 (£10,570) and fuel vouchers totalling £281 (£500).</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A Reserve is maintained to support ongoing running costs and any unforeseen expenses that may occur.
Amount of reserves held	Para 1.22	£12,000 (£12,000 prior year)
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>As highlighted previously, the challenge of increased purchasing of food directly by the Foodbank remains an ongoing concern, together with the objective to increase once more donations from people and businesses.</p> <p>With careful management, The Trustees are satisfied that sufficient stock and cash will maintain the ongoing trading and operation of the Foodbank for the coming year for the vital provision of food parcels and hygiene products as a minimum.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Foodbank's main source of income is from individual donations and supporters. Wychavon District Council have also supported with grant funding. Fundraising activities are also organised including representation at local festivals and fayres when able to.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Foodbank has no investments.
A description of the principal risks facing the charity	Para 1.46	The Trustees remain ever mindful of ongoing risks to the Foodbank. The economic climate is such that there is potential for lower donations (food and financial) given the known pressures on household spending, whilst at the same time an increase in demand from the

		<p>number of clients seeking help from the Foodbank, particularly in winter months.</p> <p>The Trustees are satisfied that continued donations and the current level of reserves will support the coming 12 months.</p>
Other		N/A

Structure, Governance and Management

Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporate Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee appointment is by invitation of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All Trustees undertake induction and training on the operation of the Foodbank and supporting policies and procedures.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Foodbank operates as a Trussell affiliated Foodbank. The administration of the charity from day to day is carried out under guidance and leadership of the Project Manager who reports to and is directed by the Trustees. The Project Manager is supported by Management Committee covering various Foodbank operations including warehouse, centre, Health & Safety, Safeguarding and Compliance and IT. A Sub-Finance committee also operates consisting of Chair, Project Manager, Treasurer, and a nominated Trustee.
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Droitwich Spa Foodbank
Other name the charity uses	N/A
Registered charity number	1163261
Charity's principal address	Droitwich Parish Centre St Andrews Street Droitwich WR9 8DY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Susan Jane Jenkins	Chair		
2	Mary Stanbury		Mar 24 – July 24	
3	Robin Mayo			
4	Jessica Lucy Putt			
5	Pernilla Asplen			
6	Angela Preece			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

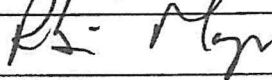
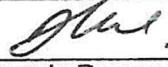
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Robin Mayo	Angela Preece
Position (eg Secretary, Chair, etc)	Trustee	Trustee

Date 23/9/2021



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Droitwich Spa Foodbank

**On accounts for the year
ended**

31st March 2025

**Charity no
(if any)**

1163261

Set out on pages

1-10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2025**.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed:

Date:

29/9/2025

Name:

Tony Archer

**Relevant professional
qualification(s) or body
(if any):**

Address:

Ormerod Rutter Limited
The Oakley, Kidderminster Road, Droitwich, Worcestershire
WR9 9AY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Not applicable.

DROITWICH SPA FOODBANK

England & Wales - Charity number 1163261

Accounts



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 1 April 2023 to 31 March 2024

Charity name: Droitwich Spa Foodbank

Charity registration number: 1163261

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To help persons in Droitwich Spa and the surrounding areas that need support, principally with providing emergency food, toiletries, and other household items, and in such ways as the Trustees may think fit.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Droitwich Spa Foodbank (the Foodbank) operates under the guidance and procedures of the Trussell Trust. It complies with the requirements of good practice operated and recommended by this organisation.</p> <p>The main activity of the Foodbank is to provide food and other essential items to people in crisis, in the Droitwich Spa and surrounding areas.</p> <p>The Foodbank continues to operate from two sites. The Baptist Church in Droitwich town centre is where clients are seen and supported, with our warehouse facility operating from premises on the Berry Hill Industrial Estate. Each site operates Tuesday and Fridays each week and the warehouse will operate also on additional days to process foods at peak times too if required (harvest and Christmas time).</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware of the guidance issued on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Foodbank has made no grants in this last financial year.
Contribution made by volunteers	Para 1.38	The Foodbank has approximately 80 volunteers who support with various duties at the Foodbank centre and warehouse. We are most grateful to all the volunteers for their commitment and helping those in our community who find themselves needing support.
Other		<p>Financial Inclusion Grant Having started in January 2023, this project has continued through this financial year. This is a Financial Inclusion initiative with Citizen's Advice, providing access for clients to expert help and advice and hopefully a step towards improving their overall financial circumstances and management for the future.</p> <p>The above is supported with specific grant funding from the Trussell Trust.</p> <p>Community Organisations Cost of Living Fund (delivered by The National Lottery Community Fund) We were successful in securing a grant of £32,000 from the above and which has been fully spent during this financial year. The grant supported operating overhead expenses, ongoing food purchasing and supermarket vouchers for clients. The food bank is appreciative of the grant and ability this helped to maintain support to clients in need of support.</p> <p>District Council Grant In the year also, Wychavon District Council supported with grants totalling £13,000 (prior year £4,725) to support clients in need with food and supermarket vouchers.</p> <p>Volunteers and Organisations We are grateful to those organisations and individuals who so generously donate food and other items to support the Foodbank.</p> <p>Our thanks too to local supermarkets who allow us to collect on their premises and support with donation initiatives at various times throughout the year.</p>

		<p>Referral Agencies We also thank the various referral agencies who work with us to ensure those in need are supported with food and other essentials.</p>
--	--	--

Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>The year remained one of continued support for our clients.</p> <p>During the period, we provided food to a total of 3549 people (2167 adults and 1382 children), which compares with 4481 in the prior year (2609 adults and 1872 children). A reduction overall but this is reflective of the extreme demand seen in the prior year through the cost-of-living crisis rather than a trend of reduced demand. This is borne out given last year was an increase on the period 2021/2022 when we provided support to 3146 clients (1825 adults and 1321 children).</p> <p>We handled 33,352kg of food and distributed 32,260kg during the year. As evidenced in the financial accounts, more direct food purchasing by the foodbank was required, with 5,696kg purchased in this financial year, compared to 3,569kg in the prior year.</p> <p>Stock at the year-end was 6,841kg and this compares to 5,748kg in the prior year. This increase is more reflective of the grants received and ability to purchase items as against seeing any material increase in donations.</p> <p>This level of stock is not sufficient to manage ongoing needs and like many other foodbanks, we see a continued need to undertake our own purchasing of food to make up necessary food parcels.</p> <p>In addition to food, we provide essential items such as toiletries to those in need and these too have been items the foodbank have had to purchase in this financial year.</p>
---	------------------	---

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The Foodbank held a balance of £102,412 at the end of this period. However, it should be noted that this is split between unrestricted funds totalling £63,603 compared with £38,535 prior financial year, and restricted funds of £34,819 compared with £27,512 prior year.</p> <p>The restricted funds held relates to the Financial Inclusion Grant and scheme with Citizen's Advice and could be subject to some clawback of funds upon conclusion of the overall project.</p> <p>In addition to cash held the Foodbank has a balance of supermarket vouchers of £10,570 and fuel vouchers totalling £500.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A Reserve is maintained to support ongoing running costs and any unforeseen expenses that may occur.
Amount of reserves held	Para 1.22	£12,000 (£12,000 prior year)
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>As highlighted previously, the challenge of increased purchasing of food directly by the Foodbank remains an ongoing concern. This can impact the ability to offer complimentary food vouchers continuously throughout the year.</p> <p>With careful management, The Trustees are satisfied that sufficient stock and cash will maintain the ongoing trading and operation of the Foodbank for the coming year for the vital provision of food parcels and hygiene products as a minimum.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The Foodbank's main source of income is from individual donations and supporters. Wychavon District Council have also supported with grant funding. Fundraising activities are also organised including representation at the Churchfields Christmas Fayre and Droitwich Food & Drink Festival.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Foodbank has no investments.

<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>The Trustees remain ever mindful of ongoing risks to the Foodbank. The economic climate is such that there is potential for lower donations (food and financial) given the known pressures on household spending, whilst at the same time an increase in demand from the number of clients seeking help from the Foodbank, particularly in winter months.</p> <p>The Trustees are satisfied that continued donations and the current level of reserves will support the coming 12 months. However, dependent upon these amounts, this may include taking the difficult decision of reduced support of supermarket food vouchers compared to previous years.</p>
<p>Other</p>		<p>N/A</p>

Structure, Governance and Management

Type of governing document	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Charitable Incorporate Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee appointment is by invitation of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All Trustees undertake induction and training on the operation of the Foodbank and supporting policies and procedures.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Foodbank operates as a Trussell Trust Foodbank.</p> <p>The administration of the charity from day to day is carried out under guidance and leadership of the Project Manager who reports to and is directed by the Trustees. The Project Manager is supported by Management Committee covering various Foodbank operations including warehouse, centre, Health & Safety, Safeguarding and Compliance and IT.</p> <p>A Sub-Finance committee also operates consisting of Chair, Project Manager, Treasurer, and a nominated Trustee.</p>
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Droitwich Spa Foodbank
Other name the charity uses	N/A
Registered charity number	1163261
Charity's principal address	Droitwich Parish Centre St Andrews Street Droitwich WR9 8DY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jane Usherwood	Chair Apr 23 – Jun 23	Apr 23 – Dec 23	
2	Mary Stanbury			
3	Dr Susan Jane Jenkins	Chair (from Jun 23)		
4	Robin Mayo			
5	Jessica Lucy Putt		Sept 23 onwards	
6	Pernilla Asplen		Sept 23 onwards	
7	Angela Preece		Dec 23 onwards	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
N/A	

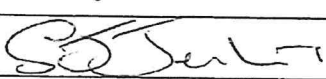
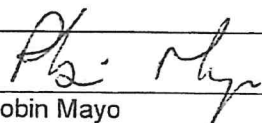
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Susan Jane Jenkins	Robin Mayo
Position (eg Secretary, Chair, etc)	Chair	

Date 5th November 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Droitwich Spa Foodbank

1163261

Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2023	To	Period end date 31/03/2024
------------------------	---------------------------------	----	-------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	17,619		-	17,619	22,869
Collections/Cash	8,160		-	8,160	3,217
Virgin/Enthuse & Gift Aid	10,603		-	10,603	17,910
PayPal	-		-	-	3
Trussell Trust		25,443	-	25,443	30,938
Wychavon DC	13,000		-	13,000	4,725
National Lottery Community Fund		32,475	-	32,475	
Interest on Premium A/C	144		-	144	
Clisd a/c Nationwide Interest	-		-	-	7
Sub total (Gross income for AR)	49,525	57,918	-	107,443	79,669
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	49,525	57,918	-	107,443	79,669
A3 Payments					
Purchases for Food Bank Clients	4,352	8,507	-	12,859	6,570
Phone	240	496	-	735	608
Motor	489	299	-	788	959
Equipment Repairs Renewals	461	319	-	779	4,124
Stationary	313	25	-	338	443
Rent & Premises	1,650	3,664	-	5,314	2,600
Insurances	1,005		-	1,005	1,124
Miscellaneous	1,113		-	1,113	3,160
Energy Vouchers	325		-	325	190
Aldi Vouchers	7,000	15,000	-	22,000	26,800
Salary + on-costs	5,112	8,564	-	13,676	3,372
SLA Citizens Advice		9,702	-	9,702	4,651
Sub total	22,059	46,576	-	68,635	54,601
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	22,059	46,576	-	68,635	54,601
Net of receipts/(payments)	27,467	11,342	-	38,809	25,068
A5 Transfers between funds	4,035	- 4,035	-	-	-
A6 Cash funds last year end	36,091	27,512	-	63,603	38,535
Cash funds this year end	67,593	34,819	-	102,412	63,603

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Petty Cash	414	-	-
	Barclays 1	55,033	-	-
	Barclays 2		34,819	
	Premium Reserve	12,145	-	-
	Total cash funds	67,593	34,819	-

(agree balances with receipts and payments account(s))

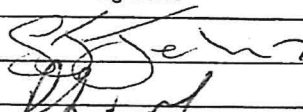
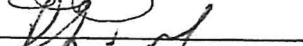
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
	Aldi Vouchers Held	10,570	-	-
	Fuel Voucher Held	500	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	S.-J. JENKINS	5/11/24
	Resind Mary	5/11/24



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Droitwich Spa Foodbank

**On accounts for the year
ended**

31st March 2024

**Charity no
(if any)**

1163261

Set out on pages

1-10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

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

Signed:

Date:

12/11/2024

Name:

Tony Archer

**Relevant professional
qualification(s) or body
(if any):**

Address:

Ormerod Rutter Limited

The Oakley, Kidderminster Road, Droitwich, Worcestershire

WR9 9AY

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Not applicable.

DROITWICH SPA FOODBANK

England & Wales - Charity number 1163261

Accounts



Trustees' Annual Report for the period

From 1 April 2022 to 31 March 2023

Charity name: Droitwich Spa Foodbank

Charity registration number: 1163261

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To help persons in Droitwich Spa and the surrounding areas that need support, principally with providing emergency food, toiletries, and other household items, and in such ways as the Trustees may think fit.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>Droitwich Spa Foodbank (the Foodbank) operates under the guidance and procedures of the Trussell Trust. It complies with the requirements of good practice operated and recommended by this organisation.</p> <p>The main activity of the Foodbank is to provide food and other essential items to people in crisis, in the Droitwich Spa and surrounding areas.</p> <p>The Foodbank continues to operate from two sites. The Baptist Church in the town centre is where clients are seen and supported, with our warehouse facility operating from premises on the Berry Hill Industrial Estate. Each site operates Tuesday and Fridays each week.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are aware of the guidance issued on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Foodbank has made no grants in this last financial year.
Contribution made by volunteers	Para 1.38	The Foodbank has approximately 80 volunteers who support with various duties at the Foodbank centre and warehouse. We are most grateful to all the volunteers for their commitment and helping those in our community who find themselves needing support.
Other		<p>Project Manager appointment With effect from January 2023, the Foodbank have employed a Project Manager, contracted 20 hours per week, which is required to maintain effective operation of the warehouse and centre and increasing business related aspects required of the Foodbank.</p> <p>Financial Inclusion Grant From January 2023, the Foodbank with support of Trussell Trust, commenced a Financial Inclusion initiative with Citizen's Advice, providing access for clients to expert help and advice and hopefully a step towards improving their overall financial circumstances and management for the future.</p> <p>The above is supported with specific grant funding from the Trussell Trust.</p> <p>Volunteers and Organisations We are grateful to those organisations and individuals who so generously donate food and other items to support the Foodbank. Of special recognition and support for the year are Worcestershire Ambassadors who raised £9,000 for the Foodbank as part of their overall support raising £100,000 for Trussell Trust foodbanks in the county.</p> <p>Our thanks too to local supermarkets who allow us to collect on their premises and support with donation initiatives at various times throughout the year.</p> <p>District Council Grant In the year also, Wychavon District Council supported with grants totalling £4,725 to support clients in need with food and fuel vouchers.</p>

		<p>Referral Agencies We also thank the various referral agencies who work with us to ensure those in need are supported with food and other essentials.</p>
--	--	---

Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>The year remained one of continued support for our clients and increased demand from clients through the winter 2022/23 due to the cost-of-living crisis.</p> <p>During the period, we provided food to a total of 4481 people (2609 adults and 1872 children), which compares with 3146 in the prior year (1825 adults and 1321 children) – representing a 42% increase in help to those in need.</p> <p>We collected 34,139kg (25% increase) of food and distributed 36,792kg (18% increase) during the year.</p> <p>Stock at the year-end was 5,748kg and much reduced from prior year of 8,401kg, reflecting much increased demand for help. This level of stock is not sufficient to manage ongoing needs and like many other foodbanks, we had to initiate our own purchasing of food to make up necessary food parcels.</p> <p>In the three months to the end of March, a total of 2,246kg of food and essential items were purchased and a concerning trend for the longer-term. The primary impact of purchasing food directly is this uses funds that otherwise would be used to provide complimentary supermarket food vouchers that the Foodbank have traditionally been able to support and from which clients can purchase fresh fruit, vegetable and dairy products and supplement the food parcel.</p> <p>In addition to food, we provide essential items such as toiletries to those in need.</p>
---	------------------	---

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The Foodbank held a balance of £63,603 at the end of this period. However, it should be noted that this is split between unrestricted funds totalling £36,091 compared with £38,335 prior financial year, and restricted funds of £27,512 compared with £200 prior year.</p> <p>The restricted funds held relates to the Financial Inclusion Grant and scheme with Citizen's Advice.</p> <p>In addition to cash held the Foodbank has a balance of supermarket vouchers of £5,746 and fuel vouchers totalling £494.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	A Reserve is maintained to support ongoing running costs and any unforeseen expenses that may occur.
Amount of reserves held	Para 1.22	£12,000 (£5,000 prior year)
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>Highlighted earlier is the challenge of increased purchasing of food directly by the Foodbank that has been necessary since the start of 2023. This remains an ongoing concern, and as such has limited the ability to offer complimentary supermarket food vouchers continuously going forward.</p> <p>With careful management, The Trustees are satisfied that sufficient stock and cash will maintain ongoing trading and operation of the Foodbank for the coming year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>The Foodbank's main source of income is from individual donations and supporters. Wychavon District Council have also supported with grant funding. Fundraising activities are also organised including representation at the Churchfields Christmas Fayre and Droitwich Food & Drink Festival.</p>
Investment policy and objectives including any social investment policy adopted	Para 1.46	The Foodbank has no investments.

<p>A description of the principal risks facing the charity</p>	<p>Para 1.46</p>	<p>The Trustees remain ever mindful of ongoing risks to the Foodbank. The economic climate is such that there is potential for lower donations (food and financial) given the known pressures on household spending, whilst at the same time an increase in demand from the number of clients seeking help from the Foodbank, particularly in winter months.</p> <p>The Trustees are satisfied that continued donations and the current level of reserves will support the coming 12 months. However, dependent upon these amounts, this may include taking the difficult decision of reduced support of supermarket food vouchers compared to previous years.</p>
<p>Other</p>		<p>N/A</p>

Structure, Governance and Management

Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporate Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee appointment is by invitation of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All Trustees undertake induction and training on the operation of the Foodbank and supporting policies and procedures.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The Foodbank operates as a Trussell Trust Foodbank.</p> <p>The administration of the charity from day to day is carried out under guidance and leadership of the Project Manager who reports to and is directed by the Trustees. The Project Manager is supported by Management Committee covering various Foodbank operations including warehouse, centre, Health & Safety, Safeguarding and Compliance and IT.</p> <p>A Sub-Finance committee also operates consisting of Chair, Project Manager, Treasurer, and a nominated Trustee.</p>
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	Droitwich Spa Foodbank
Other name the charity uses	N/A
Registered charity number	1163261
Charity's principal address	Droitwich Parish Centre St Andrews Street Droitwich WR9 8DY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jane Usherwood	Chair		
2	Mary Stanbury			
3	Dr Susan Jane Jenkins			
4	Nigel Gordon Byard		Apr22-Nov22	
5	Rev Judith Ann Rosall		Apr22-Dec22	
6	Robin Mayo			
7	Lawrence Crabb		Feb23-Mar23	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
N/A	


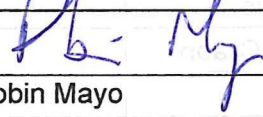
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Susan Jane Jenkins	Robin Mayo
Position (eg Secretary, Chair, etc)	Chair	

Date 17TH OCTOBER 2023



CHARITY COMMISSION
FOR ENGLAND AND WALES

1163264
Droitwich Spa Foodbank

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/04/2022		31/03/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	22,869	-	-	22,869	18,133
Collections/Cash	3,217	-	-	3,217	124
Virgin/Enthuse & Gift Aid	17,910	-	-	17,910	7,773
PayPal	3	-	-	3	607
Trussell Trust	-	30,938	-	30,938	760
Wychavon DC	2,500	2,225	-	4,725	8,875
Mary Stanbury (WDC)	-	-	-	-	200
Clsd a/c Nationwide Interest	7	-	-	7	-
Sub total (Gross income for AR)	46,506	33,163	-	79,669	36,472
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	46,506	33,163	-	79,669	36,472
A3 Payments					
Purchases for Food Bank Clients	6,570	-	-	6,570	11,308
Phone	608	-	-	608	566
Motor	959	-	-	959	1,060
Equipment Repairs Renewals	3,124	1,000	-	4,124	1,922
Stationary	443	-	-	443	259
Rent & Premises	2,600	-	-	2,600	2,600
Insurances	1,124	-	-	1,124	1,229
Miscellaneous	2,960	200	-	3,160	1,276
Energy Vouchers	190	-	-	190	14,000
Aldi Vouchers	26,800	-	-	26,800	-
Salary + on-costs	3,372	-	-	3,372	-
SLA Citizens Advice	-	4,651	-	4,651	-
Sub total	48,750	5,851	-	54,601	34,220
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	48,750	5,851	-	54,601	34,220
Net of receipts/(payments)	- 2,244	27,312	-	25,068	2,252
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	38,335	200	-	38,535	-
Cash funds this year end	36,091	27,512	-	63,603	2,252

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Petty Cash	822	-	-
	Barclays 1	23,267	-	-
	Barclays 2		27,512	-
	Premium Reserve	12,002	-	-
	Total cash funds		36,091	27,512

(agree balances with receipts and payments account(s))

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
--	---------	------------------------------------	----------------------------------	---------------------------------

B2 Other monetary assets

	Aldi Vouchers Held	5,746	-	-
	Fuel Voucher Held	494	-	-
		-	-	-
		-	-	-
		-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

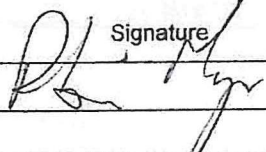
B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

	Signature	Print Name ROSIN MAYO		Date of approval 17/10/2025
---	-----------	--------------------------	--	--------------------------------



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Droitwich Spa Foodbank

**On accounts for the year
ended**

31st March 2023

**Charity no
(if any)**

1163261

Set out on pages

1 - 10

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2023.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed: 

Date: 18/10/2023

Name: Joanne Baldwin

**Relevant professional
qualification(s) or body
(if any):**

ACA FCCA

Address:

Ormerod Rutter Limited
The Oakley, Kidderminster Road, Droitwich
WR9 9AY

DROITWICH SPA FOODBANK

England & Wales - Charity number 1163261

Accounts



Trustees' Annual Report for the period

**From 01/04/2021 Period start date To 31/03/2022
Period end date**

Charity name: Droitwich Spa Foodbank

Charity registration number: 1163261

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	To help persons in Droitwich Spa and the surrounding areas that need support, principally with providing emergency food, toiletries, and other household items, and in such ways as the Trustees may think fit.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	<p>Droitwich Spa Foodbank (the Foodbank) operates under the guidance and procedures of the Trussell Trust. It complies with the requirements of good practice operated and recommended by this organisation.</p> <p>The main activity of the Foodbank is to provide food and other essential items to people in crisis, in the Droitwich Spa and surrounding areas.</p> <p>The Foodbank continues to operate from two sites. The Baptist Church in the town centre is where clients are seen and supported, with our warehouse facility operating from premises on the Berry Hill Industrial Estate. Each site operates Tuesday and Fridays each week.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustees are aware of the guidance issued on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

--

Policy on grant making	<p>The Foodbank has made no grants in this last financial year.</p> <p>The Foodbank is entirely governed and run by volunteers and has no paid employees.</p>
Contribution made by volunteers	<p>The Foodbank has approximately 60 volunteers who support with various duties at the Foodbank centre and warehouse. We are most grateful to all the volunteers for their commitment and helping those in our community who find themselves needing support.</p>
Other	<p>In addition to our volunteers, we are also grateful to those organisations and individuals who so generously donate food and other items to support the Foodbank. Similarly, our thanks too to local supermarkets who allow us to collect on their premises and support with donation initiatives at various times throughout the year.</p> <p>In the year also, Wychavon District Council supported with a grant of £8,875 to support clients in need with food and fuel vouchers.</p> <p>We also thank the various referral agencies who work with us to ensure those in need are supported with food and other essentials.</p>

Achievements and Performance

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>The year remained one of continued support for our clients, although this was at lesser volumes than we had experienced the previous year which was through the initial Covid19 outbreak and lockdowns.</p> <p>During the period, we provided food to total of 3146 people (1825 adults and 1321 children), which compares with 4195 in the prior year (2396 adults and 1799 children).</p> <p>We collected 27,222kg of food and distributed 31,113kg during the year.</p> <p>Stock at the year-end was 8401kg and was considered by the Trustees to be adequate for our ongoing needs.</p> <p>In addition to food, we also provide essential items such as toiletries to those in need. We were also able to offer food and fuel vouchers during the financial year. The former enables clients to purchase fresh items including meat, fruit and vegetables, whilst latter supporting ability to cook meals and maintain heating for their homes.</p>
--	--

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>The Foodbank held a balance of £38,535 at the end of this period.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>A Reserve is maintained to support ongoing running costs and any unforeseen expenses that may occur.</p>
<p>Amount of reserves held</p>	<p>£5,000</p>
<p>Reasons for holding zero reserves</p>	<p>N/A</p>
<p>Details of fund materially in deficit</p>	<p>None</p>
<p>Explanation of any uncertainties about the charity continuing as a going concern</p>	<p>The Trustees are satisfied that sufficient stock and cash is retained to maintain ongoing trading and operation of the Foodbank for the coming year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	The Foodbank's main source of income is from individual donations and supporters. Wychavon District Council have also supported with increased grant funding during the Covid pandemic.
Investment policy and objectives including any social investment policy adopted	The Foodbank has no investments.
A description of the principal risks facing the charity	The Trustees remain ever mindful of ongoing risks to the Foodbank. The current economic climate is such that there is potential for lower donations (food and financial) given the known pressures on household spending, whilst at the same time this will likely see a continued increase in demand from the number of clients seeking help from the Foodbank through this coming winter. The Trustees are satisfied that continued donations and the current level of reserves will support the coming 12 months. However, dependent upon these amounts, this may include taking the difficult decision of reduced support of food and fuel vouchers compared with this previous year.
Other	N/A

Structure, Governance and Management

Type of governing document (trust deed, royal charter)	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Trustee appointment is by invitation of current trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	All Trustees undertake induction and training on the operation of the Foodbank and supporting policies and procedures.
The charity's organisational structure and any wider network with which the charity works	<p>The Foodbank operates as a Trussell Trust Foodbank.</p> <p>The administration of the charity from day to day is carried out under guidance and leadership of the Project Manager who reports to and is directed by the Trustees.</p> <p>The Project Manager is supported by Management Committee covering various Foodbank operations including warehouse, centre, Health & Safety, Safeguarding and Compliance and IT.</p> <p>A Sub-Finance committee also operates consisting of Chair, Project Manager, Treasurer and a nominated Trustee.</p>

Reference and Administrative details

Charity name	Droitwich Spa Foodbank
Other name the charity uses	N/A
Registered charity number	1163261
Charity's principal address	Droitwich Parish Centre St Andrews Street Droitwich WR9 8DY


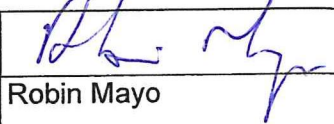
Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jane Usherwood	Chair		
2	Robin Mayo		Sept21 – Mar 22	
3	Nigel Gordon Bard			
4	Mary Stanbury			
5	Dr Susan Jane Jenkins			
6	Rev Judith Ann Rosall			
7	Janet Wigfield		Mar21-Dec21	
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jane Usherwood	Robin Mayo
Position (eg Secretary, Chair, etc)	Chair	Trustee
Date	7/12/2022	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name Droitwich Spa Foodbank	No. (if any)
--	--------------

Receipts and payments accounts

C16a

For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022
---------------------	---------------------------------	----	-------------------------------

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	2020/21 to the nearest £
A1 Receipts					
Donations	18,133	-	-	18,133	38,531
Collections	124	-	-	124	276
Virgin/Enthuse & Gift Aid	7,773	-	-	7,773	-
Paypal	607	-	-	607	-
Refunds Trussell Trust	760	-	-	760	-
Wychavon DC	-	8,875	-	8,875	22,830
Mary Stanbury (WDC)	-	200	-	200	-
	-	-	-	-	-
Sub total (Gross income for AR)	27,397	9,075	-	36,472	61,637
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,397	9,075	-	36,472	61,637
A3 Payments					
Purchases for foodbank clients	11,308	-	-	11,308	24,605
Phone	566	-	-	566	968
Motor	1,060	-	-	1,060	15,368
Equipment, Repairs & renewals	1,922	-	-	1,922	-
Stationery	259	-	-	259	-
Rent & Premises	2,600	-	-	2,600	4,621
Insurances	1,229	-	-	1,229	219
Miscellaneous	1,276	-	-	1,276	1,962
Energy Vouchers	5,125	8,875	-	14,000	-
Sub total	25,345	8,875	-	34,220	47,743
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	25,345	8,875	-	34,220	47,743
Net of receipts/(payments)	2,052	200	-	2,252	13,894
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	36,283	-	-	36,283	22,389
Cash funds this year end	38,335	200	-	38,535	36,283

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

Categories	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to the nearest £	2020/21 to the nearest £
B1 Cash funds					
Petty Cash Warehouse	83	-	-	83	-
Petty Cash Centre	253	-	-	253	292
Barclays account	32,981	200	-	33,181	30,976
Nationwide	5,018	-	-	5,018	5,015
	-	-	-	-	-
Total cash funds	38,335	200	-	38,535	36,283

(agree balances with receipts and payments account(s))

Categories	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to the nearest £	2020/21 to the nearest £
B2 Other monetary assets					
		-	-	-	-
		-	-	-	-
		-	-	-	-
		-	-	-	-
Total Cash Funds Year-End					

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use		-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities		-	
		-	
		-	

At the year end the charity had given no guarantees in respect of ny liabilities and there were no outstanding debts secured by an express charge on any assets of the CIO.

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Droitwich Spa Foodbank

**On accounts for the year
ended**

31 March 2022	Charity no (if any)	1163261
---------------	--------------------------------	---------

Set out on pages

1-8

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2022.

**Responsibilities and
basis of report**

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

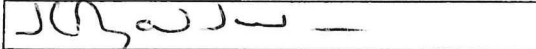
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed: 

Date: 12/12/2022

Name: Joanne Baldwin ACA FCCA

**Relevant professional
qualification(s) or body
(if any):**

ACA FCCA

Address:

Ormerod Rutter Limited
The Oakley, Kidderminster Road, Droitwich
WR9 9AY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

DROITWICH SPA FOODBANK

England & Wales - Charity number 1163261

Accounts



DROITWICH SPA FOODBANK
TRUSTEES' REPORT 2021

Droitwich Spa Foodbank (DSFB) exists to relieve the persons in Droitwich Spa and the surrounding area that are in financial hardship in such ways as the Trustees from time to time think fit, in particular but not exclusively by 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 relieve poverty.

Since the beginning of the Covid 19 pandemic in March 2020, DSFB has worked increasingly closely with other organisations in Droitwich Spa to support those adversely effected by the economic and social consequences of the pandemic. We have noticed an increase in clients being referred to us, particularly during 2020, when the effects of lockdowns or decreased working opportunities were felt most keenly by the lowest income groups in our society, the group often called the 'just about managing'. During the calendar year 2020, we fed 3695 people, of which 1524 were children. The figures for calendar year 2021 show a decrease to 2994 people fed (decrease of 701 people, nearly 19%) with 1338 of them being children (decrease of 186, 12%). We also noted that other agencies were established or expanded their operations in the Droitwich Spa area and we believe this accounts for the reduction in those accessing DSFB, rather than there being an overall drop in need in the town. We are grateful to Wychavon Council for their continued support of DSFB and for their signalled intention to play an increased role in the co-ordination of the various agencies which are working together to support those in need in Droitwich Spa.

We have continued to operate from two sites, the Baptist Church in the town centre is where the Foodbank Centre is located and our warehouse facility is on the Berry Hill Industrial Estate on the edge of town. To facilitate the smooth transfer of food etc. from the Warehouse to the Centre for distribution to clients we purchased a van in 2020, and we gratefully acknowledge the funds from Wychavon Council which enabled us to do this. Previously we had relied on volunteers using their cars and this was not sustainable in the longer term. Although there are costs in having a van (such as insurance, maintenance, fuel etc.), these have easily been met due to the continued generosity of donations to DSFB. We also acknowledge the support and guidance of Elite Rescue in relation to the purchase of the van.

Our finances continue to be healthy. Normal day-to-day operations continue with almost all food which is distributed having been donated at one of our collection points, by collections organised by companies/schools/churches etc. or through donations from one of our supermarket partners. On some occasions we have to purchase food, usually because of specialist requirements. The Trustees monitor finances at each of their meetings and have established a reserve fund (currently £5,000) as a bulwark against increased expenditure needs at a future date. At the last meeting of 2021, we noted a healthy balance in our current account and that donations, which had increased during the early stages of the Covid 19 pandemic, were remaining steady. We have continued to review our processes for handling and reporting finances in line with good practices issued by both the Charity Commission and the Trussell Trust.

During 2021, we were able to recommence face-to-face signposting for clients, an activity which had to stop during 2020 due to the Covid 19 pandemic. We ensured that both volunteers and clients were able to work safely by ensuring that tests were available for volunteers on request, PPE was provided, together with screens to shield both client and volunteer. We have, on occasion when needed, provided clients with face masks, hand sanitiser etc. to enable them to safely interact with our volunteers and in other parts of their lives.

We are committed to remaining a voluntary organisation with no paid staff. The Covid 19 pandemic has seen a turnover in volunteer numbers as some of our original volunteers had to step down due to age-related shielding, to be replaced by many new volunteers, some on a very temporary basis (for example, when on furlough). We thank all of our volunteers for the selfless service they have given over the past year, and are grateful to the many local businesses who have demonstrated flexibility in allowing their employees to help DSFB in whatever way.

We currently work with 40 referral agencies to identify those in need. These relationships have been developed and nurtured over many years and often rely on personal contact with individuals in the referral agency. When there is a turnover of staff at the referral agency, it sometimes means working to re-establish and foster new relationships to enable a seamless change for clients. DSFB invests much time in building these relationships, as well as those with other agencies to whom we might need to refer clients for specialist support and guidance.

Day-to-day operation of DSFB is carried out by Project Manager Debbie Ash, supported by a Management Committee representing various aspects of Foodbank operations (warehouse, centre, finance, etc.). We are fortunate to have such a committed and hard-working Project Manager and, as Trustees, we are more than conscious of the importance of that role to the successful operation of our foodbank. The issue of succession planning, and the avoidance of burn-out, is one to which we frequently return in our discussions.

There has also been a change in the composition of the Trustee body with our long-standing Chair, David Stanbury, and demitting office both as Chair and Trustee in January 2021. The debt to him is immense and we were delighted to see this recognised by Wychavon Council through its award to him (and his wife, Mary) of Diamond Jubilee Community Recognition Award. Jane Usherwood was elected as Chair to succeed him. We elected two new Trustees: Mary Stanbury and Robin Mayo and, on 31 December 2021, Janet Wigfield, another original Trustee, will stand down. We reviewed terms of office for Trustees this year and have introduced a timetable of end dates, all Trustees previously having had the same end date. We believe this gives us more stability as a Trustee body as well as the opportunity to better support new Trustees joining us.

Jane Usherwood
Chair of Trustees (on behalf of the Trustees of Droitwich Spa Foodbank)
28 December 2021

Droitwich Spa Foodbank Receipts and Payments Accounts Year ended 31 March 2021		
	2021	2020
Receipts		
Donations	38531	10039
Collections	276	1433
Gift Aid	0	651
Grants Received	22830	3854
Total Receipts	61637	16467
Payments		
Food and Sundries (inc. Food vouchers)	24605	3185
Rent	2600	2600
Premises Fixtures and Fittings	2021	3094
Franchise Fee – Trussell Trust	360	360
Sundry Expenses	679	202
Professional Expenses	105	208
Administrative Expenses	818	399
Telephone	968	348
Insurance	219	219
Motor Vehicle	9480	
Motor Expenses	5888	
Total Payments	47743	10616
Net Receipts	13894	5851
Droitwich Spa Foodbank Statement of Assets & Liabilities Year Ended 31 March 2021		
Funds Brought Forward from 2019-2020 (2018-2019)	22389	16538
Surplus from 2020-2021 (2019-2020)	13894	5851
Funds carried forward to 2021-2022 (2020-2021)		
National Savings Account	5015	5015
Bank Accounts	30976	16899
Cash Accounts	292	475
General Fund	36283	22389

Having examined the information supplied by the Droitwich Spa Foodbank for the year ended 31 March 2021, I believe proper accounting records have been kept and that the accounts detailed here for the period are in accord with those records.

Examiner

Sandie Smith

PL Treasurer

shusend

Date 14th December 2021

Date 31-12-21

Droitwich Spa Foodbank Receipts and Payments Accounts Year ended 31 March 2021		
	2021	2020
Receipts		
Donations	38531	10039
Collections	276	1433
Gift Aid	0	651
Grants Received	22830	3854
Total Receipts	61637	16467
Payments		
Food and Sundries (inc. Food vouchers)	24605	3185
Rent	2600	2600
Premises Fixtures and Fittings	2021	3094
Franchise Fee – Trussell Trust	360	360
Sundry Expenses	679	202
Professional Expenses	105	208
Administrative Expenses	818	399
Telephone	968	348
Insurance	219	219
Motor Vehicle	9480	
Motor Expenses	5888	
Total Payments	47743	10616
Net Receipts	13894	5851
Droitwich Spa Foodbank Statement of Assets & Liabilities Year Ended 31 March 2021		
Funds Brought Forward from 2019-2020 (2018-2019)	22389	16538
Surplus from 2020-2021 (2019-2020)	13894	5851
Funds carried forward to 2021-2022 (2020-2021)		
National Savings Account	5015	5015
Bank Accounts	30976	16899
Cash Accounts	292	475
General Fund	36283	22389

Having examined the information supplied by the Droitwich Spa Foodbank for the year ended 31 March 2021, I believe proper accounting records have been kept and that the accounts detailed here for the period are in accord with those records.

Examiner

Sandie Smith

PL Treasurer

shusend

Date 14th December 2021

Date 31-12-21