

Chair of Trustee Report

Autumn 2020 - Autumn 2021



During the reporting period, the Covid -19 global pandemic continued with various restrictions and guidelines in place but to the credit to all our volunteers, the primary role of the Foodbank to give out food parcels to people in need, referred to us by the various agencies, continued without any breaks.

The number of referrals has increased consistently year on year.

A delivery service was put in place initially for all clients but then with the easing of restrictions, deliveries for those unable to travel continued.

The issue of premises and their suitability had to be reviewed in the light of the Covid-19 and expansion of the work and the decision was taken to seek a larger more suitable building for collection, sorting, storage and distribution of items from a suitable point in the term of the lease of the existing building.

For a short while, the sorting and making up of parcels moved to a local church hall which was successful but that had to stop once the hall reverted to its original purpose. The availability of a more open building was appreciated

Searching for new premises was not an easy task due to the lack of suitable accommodation in the town and eventually a compromise was made to pursue rental of a building in Winnersh while retaining a central Wokingham location for picking up parcels.

There has also been a lot of engagement with other charities in the town and it is planned that the Foodbank will participate in the community hub which has been set up.

Wokingham foodbank enjoys a lot of local support both in terms of a team of committed volunteers and also food and monetary donations from the people of the borough. In order, to support the deliveries and movement of food, a van was purchased with a substantial donation. Finances are continuing to healthy and so taking on additional costs for accommodation and other running costs was deemed safe. We were also successful in our application for a number of grants.

During the time of the report, it was clear that the role of Foodbank manager was expanding and the trustees felt that it was unrealistic for that to be undertaken by a volunteer and so the decision was made to appoint a paid manager. A recruitment and appointment process was put in place and an appointment made. We were very fortunate that our experienced Foodbank manager Annette Medhurst applied and was appointed. This was the first time the Wokingham Foodbank has had an

employee and so all the processes required for that to happen were completed at the end of the reporting period.

Work by Annette is continuing on updating Foodbank processes and during the reporting period, the trustees were pleased to approve these.

In first quarter of 2021, 2 trustees, Barry Keech and Lisa Hookway decided to stand down but in the 2nd quarter, 4 new trustees:- Sam Sudlow, Sophie Hobbs, Lewis Gent and Dahlia Ismail were appointed following a recruitment process, who all bring useful skills both from their professional careers and foodbank roles. During the time of this report, our chair Hannah Higginson has been on maternity leave and so Helen Craig (vice chair) has been acting Chair.

Helen Craig
Chair of Trustees, Wokingham Foodbank

January 2022

Wokingham Food Bank: Summary of Receipts and Payments for year 01/09/2020 to

Receipts and Payments

Income

Local giving

Regular donations

Trussell Trust

Berks Community Foundation

CAF

Gift aid

Cotswold Fayre

One-off donations

Total

Expenditure

Rent

Storage

Winter fuel

Petty cash

Insurance

Charis vouchers

Van purchase

Other operating expenses

Total

Net income from operations

Movements in funds

Opening balance 01/09/2020

Income

Expenditure

Inter fund transfers: bank 1 to petty cash

Inter fund transfers: bank 1 to bank 2

Inter fund transfers: bank 2 to bank 1

Inter fund transfers: bank 2 to Charis fuel account

o 31/08/2021

£75,743.68
£8,017.50
£982.45
£0.00
£13,636.72
£1,190.12
£10,736.50
£60,316.81
###

£17,793.16
£9,656.16
£2,847.00
£396.33
£252.74
£7,838.00
£26,864.00
£10,698.26
£76,345.65
£94,278.13

Bank account 1	Bank account 2	Petty cash fund	Charis Fuel Account	Total
###	£12,960.00	£135.60	£0.00	###
###	£14,262.52			###
-£65,234.32	-£2,877.00	-£396.33	-£7,838.00	###
-£300.00		£300.00		£0.00
-£150.00	£150.00			£0.00
£955.00	-£955.00			£0.00
	-£8,500.00		£8,500.00	£0.00

Closing balance 31/08/2021

Balance Sheet @ 31 August 2021

Assets

Cash at bank

Petty cash

Charis fuel fund

Liabilities

Equity - reserves

###	£15,040.52	£39.27	£662.00	###
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£39.27
£662.00

###

£0.00

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Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Wokingham Food Bank

On accounts for the year
ended

31/08/2021

Charity no
(if any)

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/08/2021**YY.

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:

29/04/2022

Name:

Robert Thrower

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

FCCA

Address:

39 Grosvenor Road, Staines, Middlesex, TW182RN

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.