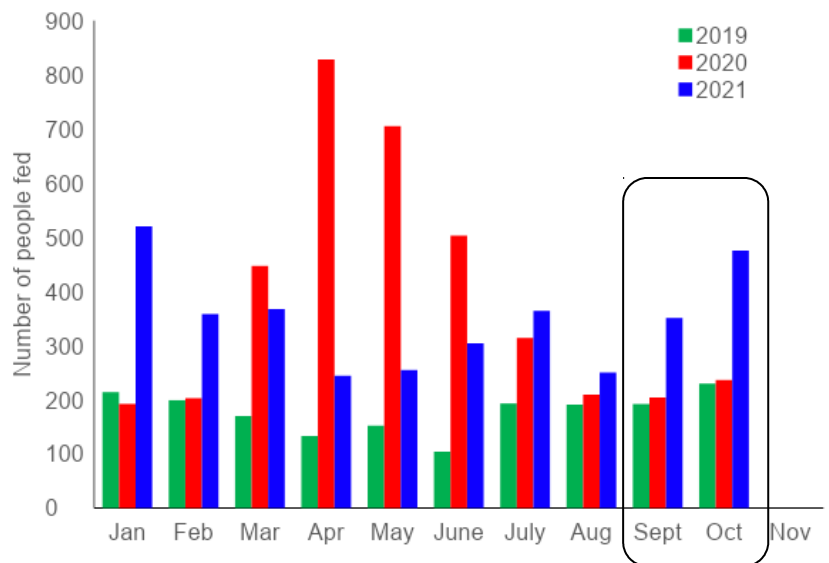


# Chair of Trustees Annual Report

1st September 2021 to August 31st 2022

Over the course of this reporting period we continued to adjust to the “new normal” imposed by the Covid-19 pandemic in conjunction with the clients, volunteers, referral agencies, local authority, members of the public and our retailer partners. Mass testing and vaccination programs had both been well underway in the first half of 2021 and everyone had become used to social distancing and masks. It wouldn’t be until January 2022, after the Omicron variant gripped the nation, that the gradual relaxing of rules would begin.

The beginning of our reporting year showed a continued year on year increase in the number of people supported by the Foodbank which can be attributed to structural adjustments in the job market and the furlough scheme ending in September 2021. At this point we were also anticipating the reduction in universal credit in November.



The most common referral type was low income, but we recorded a higher proportion of debt cases

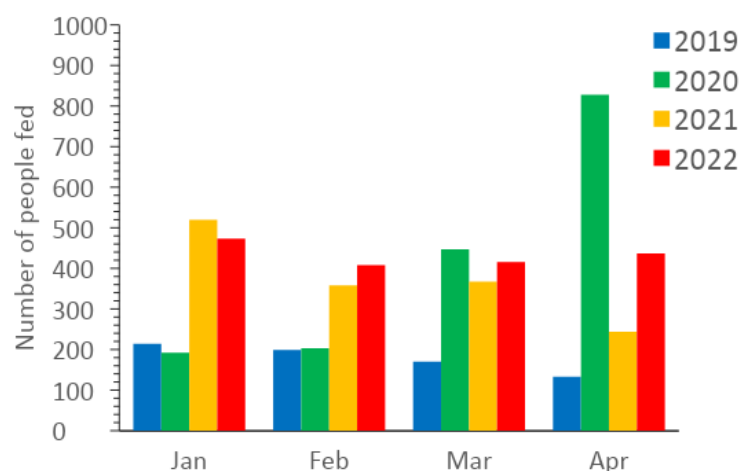
During the Autumn of 2021, Hannah Higginson stood down as chair and was replaced by our vice chair Helen Craig, who took the role on a temporary basis. During this period we experienced a 50% rise in demand from September to October 2021 for our “Fuelbank” energy voucher scheme as the winter approached and household energy prices were beginning to rise.

Autumn 2021 was also a substantial period of planning and upheaval as the plans to move from one premise to two premises was put into action due to outgrowing our town centre location and the building being put up for sale. In January 2022 we officially moved our operations premise to a small warehouse called Fredrick House in Winnersh and moved our client facing premise to the newly created Charity and Community Hub in the centre of Wokingham. During this time we recorded our highest ever amount of harvest donations which was greatly received from schools and the local community.

In the lead up to Christmas 2020 we worked on a joint project with Share Wokingham and First Days Children's Charity to provide Christmas treat hampers to families in need. A year later we extended this project to include working with Wokingham Borough Council, Wokingham Lions, The Salvation Army, Wokingham Churches Together, The Grub Club and Woodley Lunch Bunch. We negotiated a temporary licence for a town centre unit and secured funding from Wokingham Borough Council to cover the costs. The site was visited by families who were referred and selected a collection of stocking fillers for their children alongside a Christmas hamper.

By February 2022 the new Premises were up and running and we continued to serve our clients through both collections and deliveries. The number of volunteers exceeded 100 for the first time which reflected the sustained need to provide food and energy vouchers for our community. Additional, but one-off expenditures were incurred during the move, however our income and reserves remained strong and inline with our forecast. This period placed a noticeable strain on the volunteers which was recognised and dealt with through a review of the hours and responsibilities of the workforce. As a result more volunteers were recruited and hours eased.

The teething issues of the new premises and the new logistics subsided which also helped to reduce the strain.



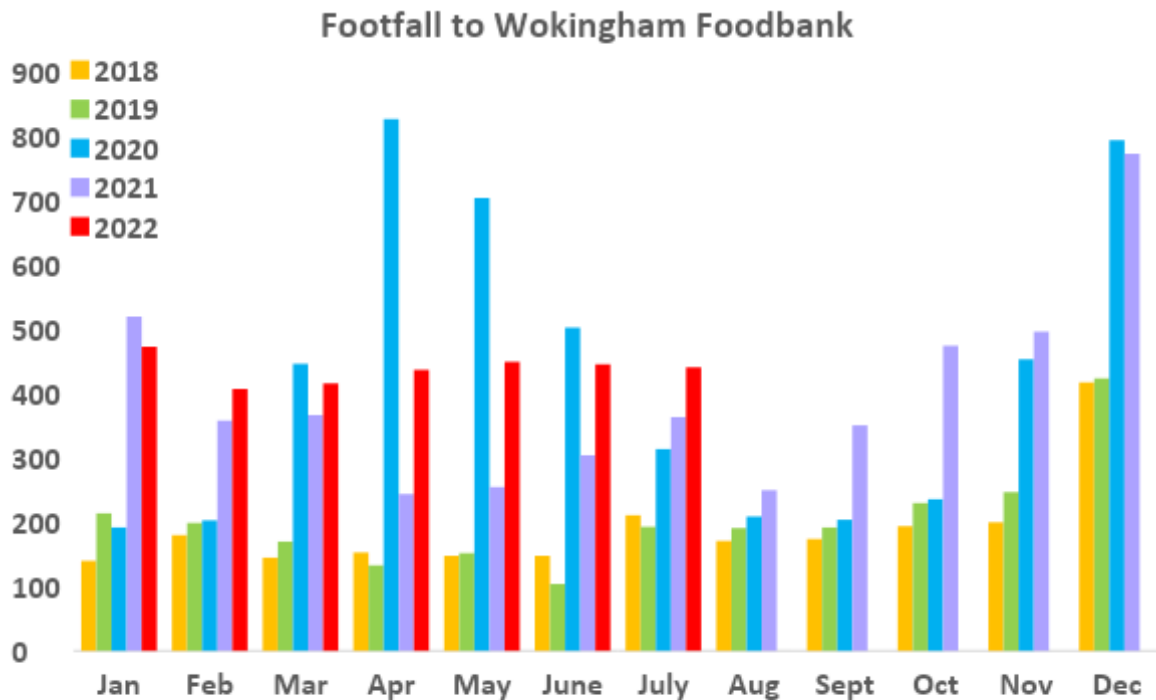
The beginning of 2022 was a period of stability as the volume of clients levelled, however this stability masked a substantial increase in April 2022 compared to 2019 - 300% increase in the number of people fed. During this time we fortunately experienced an increase in donations.

During this period our volunteer rota became more complicated to manage due to sheer number of volunteers and the need for more flexibility now that we were entering the post-lockdown era. We therefore began using Assemble to organise the volunteer rotas.

The conflict in Ukraine began in February 2022 so we began to see referrals from our partner agencies and made provisions for an increase in demand. As household energy prices continued to increase as a result of the conflict the number of fuel vouchers doubled between February and April 2022.

The Board of Trustees revisited the Strategic Plan in May 2022 to review the three main pillars: Client Services and Delivery, New Horizons and, People and Culture. Two trustees also attended the Trussel Trust rolling roadshow which included keynote speakers, practical advice and an opportunity to meet and engage with other Foodbanks.

By the summer of 2022 the number of people supported continued at a steady rate well above pre-pandemic levels, though not as high as the peak in April to June 2020.



Our financial position in August 2022 remained strong due to continued donations from the general public as well as local organisations. Sam Sudlow was appointed as Chair of Trustees taking over from Helen Craig in August 2022.

This year has been the most challenging, but also the most rewarding since we were established. Whilst many records have been broken as we exceeded 100 volunteers, expanded to two Premises and provided food parcels to the most number of people in one year, it was not a year of celebration. The role of the Foodbank appears to be changing inexorably from helping people in crisis to those needing ongoing support. We are committed to providing for those in need through compassion and respect, but we continue to support the Trussell Trust in its mission to end food poverty.

Sam Sudlow

Chair of Trustees, Wokingham Foodbank.



## Wokingham Food Bank: Summary of Receipts and Payments for year 01/09/2021 to 31/0

### Receipts and Payments

#### Income

Local giving  
Regular donations  
Trussell Trust Strategic Grants x 2  
Gift aid  
Collections  
Cotswold Fayre  
One-off donations

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Total

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#### Expenditure

Rent  
Utilities  
Charis vouchers  
Petty cash  
Insurance  
Rates  
Refurbishment  
Salaries  
Legal fees  
Other operating expenses

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Total

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Net income from operations

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### Movements in funds

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Opening balance 01/09/2021

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Income  
Expenditure  
Inter fund transfers: bank 1 to bank 2  
Inter fund transfers: bank 1 to petty cash  
Inter fund transfers: bank 1 to fixed rate deposit  
Inter fund transfers: bank 2 to Charis fuel account  
Inter fund transfers: bank 2 to funds in transit

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Closing balance 31/08/2022

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### **Balance Sheet @ 31 August 2022**

#### Assets:

Cash at bank

Fixed rate deposit

Petty cash

Charis fuel fund

Cash in transit (Note 1)

#### Liabilities:

Equity - reserves:

#### **Notes:**

1. £2k was sent from Bank account 2 on 31/08/2022 to Charis account but arrived on 01/09/2022 a

**2022**

£68,877.85
£9,679.95
£30,868.99
£1,720.48
£974.31
£14,126.00
£56,048.51
<hr/>
£182,296.09
<hr/>

£59,917.31
£2,517.57
£52,976.60
£172.17
£2,310.91
£4,149.51
£6,607.60
£13,985.90
£2,150.00
£23,386.26
<hr/>
£168,173.83
<hr/>
<hr/>
£14,122.26
<hr/>

Bank account 1	Bank account 2	Fixed Rate deposit	Petty cash fund	Charis Fuel Account	Funds in Transit (Note 1)
<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
£222,467.04	£15,040.52	£0.00	£39.27	£662.00	£0.00
£164,484.09	£17,812.00				
-£114,976.06	-£49.00		-£172.17	-£52,976.60	
-£32,000.00	£32,000.00				
-£150.00			£150.00		
-£100,000.00		£100,000.00			
	-£53,000.00			£53,000.00	
	-£2,000.00				£2,000.00



£139,825.07	£9,803.52	£100,000.00	£17.10	£685.40	£2,000.00
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£149,628.59  
 £100,000.00  
     £17.10  
     £685.40  
     £2,000.00  
         £252,331.09  
             £0.00  
         £252,331.09

or the end of this accounting period.

Total

**£238,208.83**

**£182,296.09**

**###**

**£0.00**

**£0.00**

**£0.00**

**£0.00**

**£0.00**

**£252,331.09**

	No 1 Account	No 2 Account	Fixed Rate Deposit	Petty Cash
Open	222,467.04	15,040.52	0.00	39.27
Close	139,825.07	9,803.52	100,000.00	17.10
Movement	-82,641.97	-5,237.00	100,000.00	-22.17
In	165,057.87	49,812.00	100,000.00	150.00
Out	247,699.84	55,049.00	0.00	172.17
	-82,641.97	-5,237.00	100,000.00	-22.17

Charis Fuel Account	Funds in Transit	Total
662.00	0.00	238,208.83
685.40	2,000.00	252,331.09
23.40	2,000.00	14,122.26
54,615.60	2,000.00	371,635.47
54,592.20	0.00	357,513.21
23.40	2,000.00	14,122.26



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity Name  
Wokingham Foodbank

#### On accounts for the year ended

31/08/2022

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 31/08/2022.

#### Responsibilities and basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no 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.

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

Signed:

Date:

13/06/2023

Name:

Kay E Everington

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

N/A

**Address:** 28 Windmill Field

Windlesham

GU20 6QD

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material 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.**