

Middlewich & District Foodbank
Charitable Incorporated Organisation
Registered Charity Number 1170679



Report and Accounts for the year ended 5th April 2021

Middlewich & District Foodbank
Charitable Incorporated Organisation
Registered Charity Number 1170679

Year ended 5th April 2021 Trustees: Rev Simon Drew (Chair)

John Duley

Anne O'Keefe

Paul Chatterton

Sally Howard

Denis Culloty

Fr Peter Dutton (resigned)

Rev David Spence (resigned)

Address : 28 Hightown, Middlewich, Cheshire CW10 9AN

Independent Examiner : Michael Collier

Project Manager : Rachel Pendleton

Nicky Harris – from April 2021

Treasurer : Mike Worden

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Report of the Trustees for the Year ended 5th April 2021

In the year ended 5th April 2021 we distributed 1773 parcels equating to 72,812 meals to 2474 adults and 2951 children. This was a 240% increase on the previous year as a direct result of a huge uplift in demand resulting from the Covid19 pandemic. We received in approximately 39,000kg of stock and distributed approximately 33,000kg.

The demand increased significantly particularly during lockdown when the schools were out and during the school holiday periods. We were overwhelmed by the generosity of the local community, individuals and businesses with both food and monetary donations. Without their help and support we would have been unable to meet the ongoing demand. Whilst we have acknowledged some of our supporters' generosity later in this report there are too many people to mention everyone individually, but we thank you all.

We continued with our tradition of supplying parcels at Christmas. This year we distributed 112 parcels feeding more than 250 children and their parents/carers.

Management of our response to Covid19

The pandemic caused us to review the way the food bank operated. We received regular guidance from the Trussell Trust and the trustees met more frequently by zoom to review operations. To ensure the health and safety of both staff and volunteers we moved to a delivery only model for parcels and reduced volunteer numbers within the warehouse to maintain social distancing.

Rachel, the foodbank manager, worked closely with the trustees during this time to complete and then modify risk assessments, policies and methods of operation as the different stages of the pandemic occurred.

Employed staff

The increase in donations allowed us to employ an extra member of staff as a referral co-ordinator and signposting lead on a 12 month contract. We were delighted to take on Tina Chatterton in November 2020 and she has contributed significantly to the food bank.

Our longstanding manager Rachel Pendleton resigned and left the food bank to pursue new challenges in February 2021. During her time with us Rachel helped to transform the food bank and worked tirelessly in support of our clients. The trustees and whole food bank community would like to acknowledge her fantastic service and thank her for dedication to our local community.

After a recruitment process, we were delighted to employ Nicky Harris as our new manager. We would like to acknowledge the continued support of the John Halford Charity with salary costs.

Premises

We have managed to secure accommodation for the food bank at the police station in Middlewich and have signed a two-year licence from February 2021. As a result, and with the support of a grant from the Trussell Trust, our warehouse manager reconfigured the warehouse space and installed racking to improve both storage and distribution.

Public benefit.

The Trustees consider that during the year ended 5th April 2021 the key objective of providing emergency assistance to people of Middlewich and the surrounding districts has been met and has been of benefit to the public. The Trustees have reviewed their governance documents in line with Charity Commission guidelines and those of the Trussell Trust.

Three new Trustees joined the food bank during 2020 and two of our founding trustees Fr Peter Dutton and Rev David Spence moved on. We would like to thank them both for their service over the years.

Finances

The formal accounts are attached to this report. We would like to acknowledge all the work that our treasurer Mike Worden does during the year and in particular this year as our finances have grown significantly.

Acknowledgements.

Our Volunteers

Every year, it is important to thank those who give their time to support our charity, but this year, more so than ever, these amazing people deserve our praise. Dealing with all the chaos that Covid has created and when the need for food banks was more demanding than ever, these wonderful people stepped up to the mark. With thanks to each one of them for the contribution to Middlewich & District Foodbank, we really couldn't do it without them. While everyone has done their bit, we must extend a special thank you to Paul, our warehouse manager, who was rightly recognised for his outstanding contribution by The Trussell Trust, and to Lisette & Elaine who stepped up to fill the gap whilst we recruited a new manager. We also thank Amy who has helped the food bank improve its digital presence and other channels of communication.

Our Brilliant Businesses

This year, we have been overwhelmed with the generosity of local businesses, providing time, services and food to us. With special thanks to:- David from The Print Room - for printing our posters and leaflets at community rates and regular freebies! Costa Coffee Holmes Chapel - for collecting food from their customers. The Original Factory Store - for multiple donations of bags and bags worth of their goodies. Ian from Storey's Estate agent - for collecting and delivering from two supermarkets, every Monday. Dane Sounds - for their offer of help and support. They have given us a platform to promote the food bank by interviewing our manager. They connected us with Rumble in the Jungle, who went on to make us one of their charities of the year Dutton Builders Merchants - for providing us with huge bags which helped us move all the uniforms from the cafe to the warehouse.

Wincanton - for regular donations of food collected by their brilliant and lovely staff. Pam at Recipharm - for food donations organised by Pam and the Employee Focus team Neil Hopley - for carrying out all of our PAT testing throughout the warehouse free of charge! Roberts Bakery - for two lots of 100 loaves of bread

Our Super Supermarkets.

We are so grateful to all of our supermarket supporters, who have continued to work with us, allowing our donation points to provide a huge source of regular food. On top of that, we have received multiple one off donations, with particular thanks to Morrisons. This year, we welcomed Tesco in Congleton to our group of supporters, which now consists of, Jacks, Lidl and Morrisons in Middlewich, Sainsburys in Holmes Chapel, Waitrose in Sandbach and now Tesco in Congleton.

Special Mentions

We have to make a special mention of the heartwarming donation of food received from three boys from Sandbach Boys School. Between them, through saving pocket money, birthday money and a lot of hard work collecting from friends and family, they made a food donation of 265kg of food!

A huge thank you to Rumble in the Jungle who made us their charity of the year and raised £240 through their efforts.

St Michael & All Angels

Thank you to the church for allowing us to use Number 28 on Tuesdays and Fridays for our cafe, with special mentions to Elaine and Lisette for agreeing to manage the cafe on those days.

Nicky Harris - Finally, a huge thank you to Nicky, who, since joining us this year as our Project Manager has brought an infectious energy and enthusiasm to the role. She works well over her contracted hours, has uncovered many new opportunities for us and has got us all excited about the future of the food bank

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Receipts and Payments Account
For the year ended 5th April 2021

Previous year ended 5th April 2020			Notes	Restricted Funds £	Unrestricted Funds £	Total £
£	<u>Income</u>					
15620	Grants Received		1	10500	0	10500
7179	Donations		2	0	41512	41512
0	Trussell Trust		1	3440	0	3440
<u>22799</u>				<u>13940</u>	<u>41512</u>	<u>55452</u>
	<u>Expenditure</u>					
6392	Salary / Employment		3	7796	3369	11165
0	Warehouse Rent		4	0	0	0
230	Insurance			0	431	431
80	CVS / Data protection			0	80	80
90	Equipment		1	3440	2874	6314
360	Trussell Trust Franchise Fees			0	360	360
122	Food shortages/supplies		5	0	1433	1433
80	Telephone and Data			0	273	273
0	Software licenses			0	159	159
11	Sundries			0	233	233
700	Supermarket Vouchers		6	0	1910	1910
70	Training			0	548	548
0	Marketing			0	387	387
1173	Summer/Christmas Projects		6	500	1000	1500
<u>9309</u>				<u>11736</u>	<u>13057</u>	<u>24793</u>
12200	Balance of Funds at 6/4/2020			9228	16462	25690
13490	Net Movement in Funds			2204	28455	30659
<u>25690</u>	Balance of Funds at 5/4/2021			<u>11432</u>	<u>44917</u>	<u>56349</u>

The notes on the following pages form part of these accounts

Represented By	£
Operations Account	18,673
Business Reserve Account*	36,975
Petty Cash	<u>701</u>
Total	<u>56,349</u>
* Reserve sits in the Business Reserve Account	

Middlewich & District Foodbank

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Balance Sheet as at**5th April 2021**

5th April 2020

Notes

£

£

Monetary Assets

	Reserve	5000
25,630	Bank Balances	50,648
60	Petty Cash	701
	Supermarket Vouchers	210
<u>25,690</u>		<u>56,559</u>
	Represented by:	
	<u>Accumulated Fund</u>	
12,200	Balance brought forward	11,462
4,262	Surplus in Year	28,455
	Vouchers	210
<u>-5000</u>	Transfer to Reserve	<u>-5,000</u>
11,462		35,127
5,000	<u>Reserve Fund</u>	6 10,000
	<u>Restricted Funds</u>	1
7,800	Asda Grant	7,800
<u>1,428</u>	John Halford Trust	<u>3,632</u>
9,228		11,432
<u>25,690</u>		<u>56,559</u>

The notes on the following pages form part of the accounts

The Trustees declare that they have approved the Trustees' report and the Accounts and Notes

Signed on behalf of the Trustees

Simon Drew (Chair)

Anne O'Keefe (Treasurer)

Date 18th October 2021

Middlewich & District Foodbank

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Notes to the Accounts for the Year ended 5th April 2021

1 Restricted Funds

During the year the Trustees have received grants for specific projects as follows: £10,000 from the John Halford Trust to pay the salary of the food bank manager, £3440 from the Trussell Trust to purchase racking for the warehouse to enable increased storage of food required to service the community during the pandemic and £500 from B&M towards parcels delivered during the Summer.

A further £5000 was allocated to the food bank Reserve to ensure that all contractual commitments including wages and rent could be met and an orderly closure of the Food Bank funded if this was required

In the previous year the Trustees received £7800 from Asda towards rent of the warehouse space. The licence to occupy took longer than anticipated to finalise, and the rent was paid after the year end in August 2021.

2 Donations

Monetary donations increased significantly both from businesses and individuals. We are grateful for the generosity of our supporters during the Covid-19 pandemic.

3 Salaries

Nicky Harris receives a salary as the food bank manager as does Tina Chatterton as the referral co-ordinator.

4 Food shortages/supplies

At the start of the Covid-19 pandemic demand for parcels increased sharply and it took several months for our donations to catch up. During this time purchases of items the food bank was short of were made.

5 Supermarket Vouchers

During the school closures in Spring/Summer 2020 the Trustees took the decision to provide vouchers for fresh food in addition to the standard parcels. This is also done with the Christmas parcels.

6 Reserve Fund

In the last financial year the decision was taken to establish a fund to ensure that an orderly closure of the food bank, honoring contractual commitments, if necessary could happen. £5,000 was allocated in the last financial year and a further £5,000 in this financial year. It took a very long time due to banking restrictions in the pandemic to open a second account at Barclays to hold both the reserve and other restricted use funds. This is now open and funded.

MIDDLEWICH AND DISTRICT FOODBANK

Registered Charity Number -
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Report of the Independent Examiner on the Accounts for the year ended 5th April 2021

I report to the trustees on my examination of the accounts of Middlewich and District Foodbank for the year ended 5th April 2021.

Responsibility and Basis of report As the charity trustees of Middlewich and District Foodbank 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 Middlewich and District Foodbank 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 I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

A) Accounting records were not kept in respect of Middlewich and District foodbank as required by section 130 of the Act; or

B) the accounts do not accord to those records.

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 proper understanding of the accounts reached.

Signed

M Collier

Date

04/10/2021

Name : Michael Collier

Address : 59 Ravenscroft, Holmes Chapel, CW4
7HJ