

**Middlewich & District Foodbank**  
**Charitable Incorporated Organisation Registered**  
**Charity Number 1170679**



Report and Accounts for the year ended 5<sup>th</sup> April 2022

**Middlewich & District Foodbank**  
**Charitable Incorporated Organisation Registered**  
**Charity Number 1170679**

Year ended 5<sup>th</sup> April 2022 Trustees: Rev Simon Drew (Chair)

John Duley

Anne O'Keefe

Sally Howard

Denis Culloty

Amy Townsend

Paul Chatterton (resigned)

Address : 28 Hightown, Middlewich, Cheshire CW10 9AN

Independent Examiner : Michael Collier

Project Manager : Nicky Harris

Treasurer : Mike Worden

Middlewich & District Foodbank  
Charitable Incorporated Organisation  
Registered Charity Number 1170679  
Report of the Trustees for the Year ended 5<sup>th</sup> April 2022

In the year ended 5<sup>th</sup> April 2022 we distributed 675 parcels to 960 adults and 823 children. This was a reduction on the previous year as the country opened up and, as a result of the vaccination programme, learnt to live with Covid 19. We also took the decision to increase the parcel size from 3 days worth of food to 7 days worth which again reduced the number of parcels distributed. We received in approximately 26,140kg of stock and distributed approximately 27,240kg.

Once again we were overwhelmed by the generosity of the local community ,schools, churches and 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 both Christmas and during the school summer holidays supporting families with children.

Having moved to a delivery only model to ensure the health and safety of our volunteers we were able to transition to also distributing parcels from St Michael's Church café - No 28. We are extremely grateful to the church for allowing us to use No28. Due to the generosity of our supporters we were able to purchase a Dacia estate, the first vehicle the Foodbank has owned, to enable both stock collections and food parcel deliveries to be made without volunteers having to use their own vehicles.

Nicky Harris, the Foodbank Project manager, worked closely with the trustees during this time to complete and then modify risk assessments, policies and methods of operation as the pandemic became something that we all learnt to live with.

For the first time a young person from care leavers accommodation joined our warehouse team on a weekly basis. This benefitted both parties and we hope to repeat this going forward.

## **Employed Staff**

Since November 2021 we have only had one paid member of staff.

We are extremely fortunate to have Nicky Harris as our Foodbank Project manager. Her enthusiasm, creativity, hard work and overall contribution has enabled us to develop the Foodbank in line with our strategy whilst continuing to provide an excellent ongoing service to our clients and the community more widely. A massive thank you to Nicky for being the face of the Foodbank.

## **Volunteers**

Our volunteers are the lifeline of the Foodbank and without their contributions we simply could not function. Their loyalty and hard work mean that we were able to continue to provide an essential service to our clients both throughout the pandemic and as the cost-of-living pressures have hit our community. At any point in time we have had around 30 active volunteers undertaking a whole range of tasks including collections, warehouse duties, picking and packing parcels, deliveries, meeting and providing refreshments for clients. We have been fortunate to have minimal turnover of volunteers with the small number of leavers being replaced with new recruits who have gone through a full induction before beginning work. To assist with this, we have produced a Welcome Pack for volunteers.

In line with our strategy and to further develop relationships we have appointed volunteer coordinators to focus on our key donors and referrers including churches, schools and supermarkets.

We recognise the significant contribution made by Lisette Dellow in her role as volunteer coordinator and her willingness to deputise for the Foodbank Project manager as required.

Special thanks also go to Bryan Semple, who has taken up the role of Warehouse Manager and our wonderful and long serving warehouse team, Andrew, Anne, David and Pauline ensuring that our stock levels are expertly managed, and to Amy Townsend who has continued to do a splendid job on our communications and digital presence.

We are thankful to Denis Culloty and Phil Long for continuing to deliver food parcels to those clients unable to get to the Foodbank in person.

## **Trustees**

Paul Chatterton resigned as a Trustee in November 2021 and we were delighted to welcome Amy Townsend to the Board of Trustees in January 2022. Otherwise, the composition of the Board has remained constant which has allowed us to determine our strategic direction and support our Project Manager in implementing this whilst at the same time ensuring we continue to provide high levels of service to our clients.

## **Premises**

The Foodbank warehouse premises is secured on a license until the end of February 2023 and we are delighted to confirm that the Police and Crime Commissioner has agreed to our continued occupation in the short term and to provide assistance in securing more long term accommodation. We would also like to express our thanks to Middlewich town council for their support.

## **Public benefit**

The Trustees consider that during the year ended 5<sup>th</sup> April 2022 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.

## **Finances**

The formal accounts are attached to this report together with explanatory notes. We would like to acknowledge all the work that our treasurer Mike Worden does during the year to support the Foodbank. The Independent Examiner's report is attached to the accounts. We are grateful to Michael Collier for undertaking the review for us again this year.

## **Acknowledgements.**

As mentioned above we are unbelievably grateful to all our supporters and are unable to mention everyone in this report. We are especially grateful to those supporters who donate through our just giving page enabling us to employ our manager, purchase a car and may other things necessary to exist as a foodbank.

### **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:- Ian from Storey's Estate agent - for collecting and delivering from two supermarkets, every Monday. Drinks and Bites, The Print Room, Sapling Eggs, Oliver's pumpkins, Holmes Chapel Deli, British Gas, Umbrella Homes, Storengy Uk, Trampas, Katy O'Regan at the Village Magazine and Roberts Bakery. We are also grateful to Neil Hopley - for carrying out all of our PAT testing throughout the warehouse free of charge!

### **Our Super Supermarkets.**

We are so grateful to all our supermarket supporters, who have continued to work with us, allowing our donation points to provide a huge source of regular food. Morrisons & Lidl in Middlewich, Waitrose in Sandbach, Sainsbury in Holmes Chapel and Tesco in Congleton. In addition we have received monetary support from the Coop.

### **Special Mentions**

We are especially grateful to all our local churches and their parishioners for their ongoing support of food, money, premises at Christmas and volunteers. We would like to thank Sue Oliver and friends for their significant food donations throughout the whole year.

We are also very grateful for the support from Holmes Chapel 6<sup>th</sup> Form students and Cledford Primary School, Middlewich High School and Middlewich Road Primary school.

We are very grateful to Pat Adams and Elaine Cross for organising food collections from the residents of Cranage and delivering them to the Foodbank and to Tom Halpin & Mark Littler – who bought Christmas presents for those families who were receiving a Christmas Parcel and helped the team distribute them at Christmas.

**Middlewich & District Foodbank**  
**Registered charity number 1170679**

Charitable Incorporated Organisation

Receipts and Payments Account  
For the year ended 5th April 2022

Previous year ended 5th April 2021			Notes	Restricted Funds £	Unrestricted Funds £	Total £
£	<u>Income</u>					
10500	Grants Received	1		12680	0	12680
41512	Donations	2		0	16942	16942
3440	Trussell Trust			0	0	0
	Summer Parcel Income	5		0	1673	1673
	Bank charges			0	2	2
<u>55452</u>				<u>12680</u>	<u>18617</u>	<u>31297</u>
	<u>Expenditure</u>					
11165	Salary / Employment	3		3632	17587	21219
0	Warehouse Rent	1		13665	3337	17002
431	Insurance			0	491	491
	Car/insurance/petrol	4		500	9285	9785
80	CVS / Data protection			0	80	80
6314	Equipment			0	1019	1019
360	Trussell Trust Franchise Fees			0	0	0
1433	Food shortages/fresh food			450	433	883
273	Telephone and Data			0	432	432
159	Software licenses			0	446	446
233	Sundries			0	216	216
1910	Supermarket Vouchers			0	1540	1540
548	Training			0	143	143
387	Marketing			0	512	512
1500	Summer/Christmas Projects	5			1549	1549
	Bank charges			0	134	134
<u>24793</u>				<u>18247</u>	<u>37204</u>	<u>55451</u>
25690	Balance of Funds at 6/4/2021			11432	44917	56349
30659	Net Movement in Funds			-5567	-18587	-24154
<u>56349</u>	Balance of Funds at 5/4/2022			<u>5865</u>	<u>26330</u>	<u>32195</u>

The notes on the following pages form part of these accounts

Represented By	£
Operations Account	6458.40
Business Reserve Account*	25498.93
Petty Cash	<u>237.75</u>
Total	<u>32195.08</u>
* Reserve of £10,000 sits in the Business Reserve Account	



**Middlewich & District Food Bank****Registered charity****number 1170679**

Charitable Incorporated Organisation

**Balance Sheet as at 5th April  
2022**

5th April 2021		Notes	
£			£
	<b><u>Monetary Assets</u></b>		
55,648	Bank Balances		31,957
701	Petty Cash		238
<hr/>			<hr/>
56,349			32,195
	Represented by:		
	<b><u>Accumulated Fund</u></b>		
11,462	Balance brought forward		34,917
28,455	Deficit in Year		-18,587
-5000	Transfer to Reserve		0
<hr/>			<hr/>
34,917			16,330
10,000	<b><u>Reserve Fund</u></b>	6	10,000
	<b><u>Restricted Funds</u></b>	1	
7,800	Asda Grant		5,865
3,632	Other grants		0
<hr/>			<hr/>
11,432			5,865
<hr/>			<hr/>
56,349			32,195
	<b><u>Non-Monetary Assets and Liabilities</u></b>		
	Delivery Car	4	8129

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 15 October 2022

## **Middlewich & District Foodbank**

Charitable Incorporated Organisation

**Registered charity number 1170679**

### Notes to the Accounts for the Year ended 5th April 2022

#### **1 Restricted Funds**

During the year the Trustees have received grants/specific project funds as follows:

£11730 towards the cost of our accommodation from Asda, £450 from Plus Dane Housing used towards Xmas/fresh food and £500 from Sainsbury Neighbourly fund towards the running of the delivery vehicle.

The accommodation cost shown relates to two year's rent as the first year's costs were paid in the financial year 21/22 due to delays in finalising the license to occupy.

#### **2 Donations**

Although down from the level we received during the height of the pandemic donations continued to be received from both businesses and individuals.

Without the continued generosity of our supporters the Foodbank would not be able to support its clients and we are extremely grateful.

#### **3 Salaries**

The Foodbank only has one paid member of staff, Nicky Harris the Foodbank Project manager.

Our other paid post of referral coordinator was discontinued when the contract ended in November.

This year we did not receive any grant funding towards salaries as donations had been large enough to cover this cost.

#### **4 Delivery Car**

In September the Foodbank purchased a Dacia estate to use for stock collection and parcel delivery

The vehicle cost £8129 and the insurance cost £1092

The vehicle will be depreciated at an annual rate of 20% on a straight-line basis.

#### **5 Summer Projects/Parcels**

This summer we worked with Middlewich Town Council to provide lunch parcels for one of their young people activity courses. The amount shown in the income line represents the financial contribution from Cheshire East.

#### **6 Reserve Funds**

The Trustees agree that a reserve fund of £10000 should be kept ensuring that if the Foodbank could not continue for any reason an orderly closure honouring all existing financial commitments would be possible. The level is reviewed annually, and the Trustees feel that the amount is sufficient and does not need increasing at this stage.

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**MIDDLEWICH AND DISTRICT FOODBANK**  
Registered Charity Number - 1170679

Charitable incorporated Organisation

**Report of the Independent Examiner on the Accounts for the year ended 5th April 2022**

I report to the trustees on my examination of the accounts of Middlewich and District Foodbank for the year ended 5th April 2022.

**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**

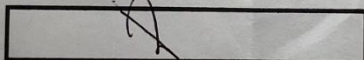
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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



Date

13 December 2022

Name : Michael Collier

Relevant Professional Qualification or  
body :-

Bank Official (Retired)

Address : 59 Ravenscroft, Holmes Chapel, CW4 7HJ