



Annual Report 2022

Registered Charity 1172525

The Wisbech Food Bank..... Registered Charity No.1172525

Annual report of the activity of The Wisbech Food Bank covering the period 1st April 2021 until 31st March 2022

Legal and Administrative Information

The Wisbech Food Bank was set up in 2013 as a part of Churches Together in Wisbech. In 2017, the trustees sought and achieved CIO status.

The trustees of The Wisbech Food Bank present their annual report and accounts for the year ended 31st March 2022 and confirm they comply with the requirements of the Charities Act 2011, the Wisbech Food Bank constitution and the Trustees Act 2000.

Trustees

The Trustees of The Wisbech Food Bank who served during the period from 1st April 2021 to 31st March 2022 were :-

Bryan Baker

Eilis Gardner

Susan Hillyer

Simon King

Catherine Noonan

Chantelle Fiddy (appointed 18.6.21)

Julie White appointed (18.10.21)

Robert Poots (resigned 17.5.21)

Address

The correspondence address for the charity is 358 High Road, Newton in the Isle, Wisbech, PE13 5HS

The Objects of the Wisbech Food Bank as set out in the Constitution are:

The relief of hardship for people in Wisbech and the surrounding area or in other parts of the United Kingdom in such ways as the Trustees from time to time think fit, in particular, but 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 prevent or relieve poverty.

b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

Review of Activities and Achievements during the year

- The Distribution Centre at the Wisbech Baptist Church was open, as usual, during lockdown for two hours on Mondays Wednesdays and Fridays. A total of 22,019 kg of food was distributed to 2606 clients, of which 1,678 were adults and 928 were children. Fresh fruit and vegetables along with meat vouchers for a local butchers were distributed along with food parcels.
- Signposting to providers of debt advice and on the rules covering the claiming of benefits from the Department for Work and Pensions were regularly available.
- Trustees have maintained contact with referral agencies and, at the beginning of the Covid pandemic signed almost all referral agencies up to an E voucher system to allow them to issue vouchers to clients without the need to see them in person. The number of referral agencies has continued to increase and the database of referral agency contacts has been updated to comply with the General Data Protection Regulations.
- Due to Covid 19 the trustees were unable to arrange regular food collections at three local superstores but have received donations of food from a range of schools, churches, businesses and individuals. A total of 21,405 kg of food was donated.
- Unfortunately, due to Covid 19 the Trustees were unable, during the Harvest Festival period, to give talks about food poverty to local schools and organisations.
- Two new Trustees were appointed; Chantelle Fiddy with responsibility for Data Protection and Julie White with responsibility for the charity's finances.
- The trustees secured further grant funding of £5,200 per year from the Elizabeth Wright Charity towards the staffing costs.
- The Trustees re evaluated their staffing requirements in light of the new ways of working. The post of Operations Co-ordinator was replaced with a new role of Project Manager and an Assistant Project Manager role was created with specific responsibility for warehousing, stock control and volunteering.
- The Trustees have renegotiated their relationship with Wisbech Baptist Church in the light of increased Food Bank usage and the associated increase in heating and lighting costs.

- The trustees held twelve quorate, minuted, Trustees' meetings in order to arrange the collection and distribution of food, to purchase food to balance demand to supply and to deploy our team of volunteers to store, pack and distribute food to our clients.
- The charity regularly entered data on the Trussell Trust management information system to allow monitoring of the supply and demand for food and to understand the needs of its clients.
- The trustees have regard to the Charity Commission's guidance on public benefit in their administration of the charity.
- The Trustees have reviewed their policies for Health and Safety and Safeguarding and associated Risk Assessments.

Future Plans

The trustees will:-

- consider options to expand the service and to maximise the impact for beneficiaries;
- explore the potential for new partnerships with the County Council and other statutory agencies;
- develop additional signposting materials;
- organise training and support for volunteers and Trustees; and
- continue to update the volunteer and client records to ensure compliance with GDPR.

Financial Position

The trustees believe that the charity's financial position is strong. The accounts show income of £22,471 set against expenditure for the year of £19,343, resulting in a surplus of income over expenditure for the year of £3,127 and total funds held of £42,780.

The main sources of income are donations from supporters, either on a regular basis through standing orders, or in one-off donations, online giving via Give.net, grants from local charities, and donations from Tesco plc and Asda Stores Ltd based on the quantity of food collected at their stores through a scheme run by the Trussell Trust.

The main areas of expenditure are salaries, rent, insurance, fresh food, meat vouchers and administration costs.

The charity continues to benefit greatly from free use of storage facilities both at Fenland Haulage & Storage and the Remo Eco Superstore, also from the use of facilities at Wisbech Baptist Church at minimal cost.

The charity holds sufficient reserves to provide alternative facilities for warehousing and distribution whilst they seek alternative sources of funding, should the need arise.

The Trustees would like to record their thanks to the following:-

Our team of hardworking volunteers

Wisbech Baptist Church

Fenland Haulage & Storage

Nikki & Marcus from Remo Eco Superstore

Margaret Gibbs and Steve Grantham

Robin Hine

Ivan Cooper

The Trustees of the Elizabeth Wrights Charity

Cambridgeshire County Council

Monika Mazeikaite

Adam Garford

Our network of donors and collectors and our network of referral agencies

Tesco, Morrisons, Asda, Heron Foods, Wisbech Library, and Nationwide Building Society

Kevin Smith from the Horsefair Shopping Centre.



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
The Wisbech Food Bank

**On accounts for the year
ended**

31 March 2022

**Charity no
(if any)**

1172525

Set out on pages

1 and 2

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'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**

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:

- 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.

Signed:

Date:

6/9/2022

Name:

IVAN J. COOPER

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

86 Foxglove Way
March
PE15 8RU

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
The Wisbech Foodbank

No (if any)
1172525

Receipts and payments accounts

CC16a

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 £	Last year to the nearest £
A1 Receipts					
Donations	13,094	-	-	13,094	26,313
Gift Aid	995	-	-	995	534
Grants	5,200	-	-	5,200	4,500
Trussell Trust	2,588	-	-	2,588	1,477
Bank Interest	381	-	-	381	318
Sundry Income	213	-	-	213	5
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	22,470	-	-	22,470	33,147
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	22,470	-	-	22,470	33,147
A3 Payments					
Salaries & Wages	12,444	-	-	12,444	7,420
Fees	620	-	-	620	65
Trussell Trust	-	-	-	-	360
Admin Expenses	928	-	-	928	485
Equipment Purchases	192	-	-	192	3,056
Insurance	321	-	-	321	321
Advertising	-	-	-	-	-
Premises Costs	520	-	-	520	1,040
Food Purchases	4,121	-	-	4,121	1,043
Carrier Bags	21	-	-	21	-
Other Costs	176	-	-	176	345
Sub total	19,343	-	-	19,343	14,135
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	19,343	-	-	19,343	14,135
Net of receipts/(payments)	3,127	-	-	3,127	19,012
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	39,652	-	-	39,652	-
Cash funds this year end	42,779	-	-	42,779	19,012

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	Barclays Bank	6,877	-	-
	Redwood Bank	35,723	-	-
	Stewardship	180	-	-
	Total cash funds	42,780	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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	Date of approval	