



# Annual Report 2023

Registered Charity 1172525

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

## **Annual report of the activity of The Wisbech Food Bank covering the period 1<sup>st</sup> April 2022 until 31<sup>st</sup> March 2023**

### **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 31<sup>st</sup> March 2023 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 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023 were :-

Bryan Baker

Chantelle Fiddy

Eilis Gardner

Susan Hillyer

Simon King

Catherine Noonan

Jeremy Pallent - appointed 12.4.22.

Paul Unwin – appointed 15.8.22.

Julie White

### **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 for two hours on Mondays Wednesdays and Fridays. A total of 39.036kgs of food was distributed to 5239 clients, of which 3252 were adults and 1987 were children. Fresh fruit and vegetables along with meat vouchers for the local butchers were distributed along with food parcels.
- Due to grants from Trussell Trust we were able to :-  
give out either a slow cooker or a microwave per household and a fleece blanket to each member of the household in December. We have employed a Citizens Advice advisor and a “buddy” to help maximise our client’s income and minimise their outgoings and support them to achieve this. We have also employed an Assistant Project Manager to oversee volunteering and the warehouse.
- Trustees have maintained contact with referral agencies and all agencies are now signed 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.
- Collections have, once again, been arranged in the local supermarkets with a total of 4974kgs collected.
- Trustees have, during the Harvest Festival period, given talks about food poverty to local schools and organisations.
- Two new Trustees were appointed: Jeremy Pallent with responsibility for Health & Safety and Paul Unwin with responsibility for Safeguarding.
- The trustees secured further grant funding of £5,200 per year from the Elizabeth Wright Charity towards the staffing costs.
- 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 eleven 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 £106,590 set against expenditure for the year of £64,525, resulting in a surplus of income over expenditure for the year of £42,065 and total funds held of £84,844.

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 food, meat vouchers, salaries, rent, insurance, 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  
The Trussell Trust  
Margaret Gibbs and Derek Carter  
Wisbech Baptist Church  
Nikki & Marcus from Remo Eco Superstore  
Fenland Haulage & Storage  
JS Holmes  
Robin Hine  
Ivan Cooper  
Dave Gibbs  
Monika Mazeikaite  
Adriana Vysniauskaite  
Aija Zemdega  
Citizens Advice Rural Cambs  
The Trustees of the Elizabeth Wrights Charity  
The Paragon Charitable Foundation  
Rotary Club of Wisbech  
Jayde Darlow  
Dance Fit with Conan  
The Black Bear public house  
Cubico Sustainable Investments  
The Lodge of United Good Fellowship 809  
The Masonic Charitable Foundation  
Kevin Smith from the Horsefair Shopping Centre  
Our network of donors, collectors and our network of referral agencies  
Tesco, Morrisons, Asda, Heron Foods, Wisbech Library, and Nationwide Building Society



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name <b>The Wisbech Foodbank</b>	No (if any) <b>1172525</b>
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## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2022	To	Period end date 31/03/2023
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### 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 £
<b>A1 Receipts</b>					
Donations	30,163	-	-	30,163	13,094
Gift Aid	1,530	-	-	1,530	995
Grants	6,725	61,970	-	68,695	5,200
Trussell Trust	3,679	-	-	3,679	2,588
Bank Interest	1,135	-	-	1,135	381
Sundry Income	1,388	-	-	1,388	213
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>44,620</b>	<b>61,970</b>	<b>-</b>	<b>106,590</b>	<b>22,471</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>44,620</b>	<b>61,970</b>	<b>-</b>	<b>106,590</b>	<b>22,471</b>
<b>A3 Payments</b>					
Salaries & Wages	4,940	6,580	-	11,520	12,444
Fees	290	-	-	290	620
Admin Expenses	854	451	-	1,305	928
Equipment Purchases	345	-	-	345	192
Insurance	327	-	-	327	321
Premises Costs	1,040	-	-	1,040	520
Food Purchases	18,609	-	-	18,609	4,121
Carrier Bags	867	-	-	867	21
Other Costs	866	6,938	-	7,804	176
Financial Inclusion Project	-	22,418	-	22,418	-
<b>Sub total</b>	<b>28,138</b>	<b>36,387</b>	<b>-</b>	<b>64,525</b>	<b>19,343</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>28,138</b>	<b>36,387</b>	<b>-</b>	<b>64,525</b>	<b>19,343</b>
<b>Net of receipts/(payments)</b>	<b>16,482</b>	<b>25,583</b>	<b>-</b>	<b>42,065</b>	<b>3,128</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>42,779</b>	<b>-</b>	<b>-</b>	<b>42,779</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>59,261</b>	<b>25,583</b>	<b>-</b>	<b>84,844</b>	<b>3,128</b>

## 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 £
<b>B1 Cash funds</b>	NatWest Bank	7,785	-	-
	Redwood Bank	51,274	25,583	-
	Stewardship	48	-	-
	Cash	154	-	-
	<b>Total cash funds</b>	<b>59,261</b>	<b>25,583</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	
	S King	Simon King	23.5.23	



**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 2023

**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 2023

**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:**

I Cooper

**Date:**

28.4.23

**Name:**

Ivan Cooper

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

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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.**