

| Trustees' Annual Report for the period |  |                   |                |              |    |  |                 |                |
|--|--|-------------------|----------------|--------------|----|--|-----------------|----------------|
| From                                   |  | Period start date |                |              | To |  | Period end date |                |
|  |  | Day<br>31         | Month<br>March | Year<br>2023 |    |  | Day<br>01       | Month<br>April |

## Section A Reference and administration details

|                                    |   |
|------------------------------------|---|
| Charity name                       | Faith in The Community, Fleetwood                 |
| Other names charity is known by    | The Pantry, foodbank                              |
| Registered charity number (if any) | 1172609   |
| Charity's principal address        | The Pantry, Fleetwood Hub (formerly Old Hospital) |
|                                    | Pharos Street                                     |
|                                    | Fleetwood   |
| Postcode                           | FY7 6BE   |

### Names of the charity trustees who manage the charity

|    | Trustee name       | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|--------------------|-----------------|-----------------------------------|---|
| 1  | Canon Alf Hayes    | Chair           |                                   | St. Wulstan's & St. Edmund's Parish                           |
| 2  | Viv McCarron       | Day Lead        |                                   | St. Wulstan's & St. Edmund's Parish                           |
| 3  | Steve Doherty      | Logistics       |                                   | St. Wulstan's & St. Edmund's Parish                           |
| 4  | Sharon Jones       | Secretary       |                                   | St. Wulstan's & St. Edmund's Parish                           |
| 5  | Canon John Hall    | Treasurer       | End:01/02/2024                    | St. Peter's & St. David's Parish                              |
| 6  | Hilary Craig       | Day Lead        | End: 30/09/2023                   | St. Peter's & St. David's Parish                              |
| 7  | John Eastwood      | Maintenance     |                                   | St. Peter's & St. David's Parish                              |
| 8  | Stephanie Ashcroft | Administration  |                                   | St. Peter's & St. David's Parish                              |
| 9  |                    |                 |                                   |   |
| 10 |                    |                 |                                   |   |
| 11 |                    |                 |                                   |   |
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| 15 |                    |                 |                                   |   |
| 16 |                    |                 |                                   |   |
| 17 |                    |                 |                                   |   |
| 18 |                    |                 |                                   |   |
| 19 |                    |                 |                                   |   |

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
|      |                                   |
|      |                                   |
|      |                                   |

**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

**Name of chief executive or names of senior staff members (Optional information)**

|  |
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|  |
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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

Trust Deed

How the charity is constituted  
(eg. trust, association, company)

Trust

Trustee selection methods  
(eg. appointed by, elected by)

There must be a minimum of 4 Trustees. 50% selected from the parishes named above or by the Priest in charge of the Parish(es).  
There must be at least 2 Trustees involved within a delegated group.  
No one under the age of 18 years  
No one likely to be disqualified under clause 11 of the governing deed.

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Faith in the Community, Fleetwood is an amalgamation in 2020 of: St. Wulstan's & St. Edmund's, Saint Vincent de Paul Foodbank and St. Peter's & St. David', Mustard Seed group.  
Trustees must attend a minimum of properly convened meetings at least 2 times per annum. Trustees may choose to attend virtually for other meetings.  
An annual Trustee skills audit is carried out and appropriate training and planning provided.  
All relevant policies are in place and reviewed annually.  
Trustees attend an annual review training day.  
The trustees are made up of skilled, members of the churches' who work closely with a network of professional bodies within the town of Fleetwood and in particular with Fleetwood Hub as well as Blackpool Foodbank, Fareshare, Men's Shed, West View Association, and Fleetwood Town FC amongst others.  
FiTC is well supported by Wyre Borough Council and Lancashire authority through funding and training opportunities and advice.  
Trustees are aware of their duties to report all changes to the Charities Commission as needed.  
New Trustees are provided with a folder containing relevant documents including a copy of the deed and any amendments to it. Also, a copy of the

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

Faith in The Community, Fleetwood exists to support the relief of poverty in Fleetwood by providing food parcels and other forms of support to improve the general well-being of all those accessing our services.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Faith in The Community, Fleetwood oversees the work of The Pantry, Foodbank and provides free food parcels to over 150 persons per week including over 50 children.

Trustees and the Pantry Supervisor have good working relationships with other Tenants in Fleetwood Hub such as Regenda and training providers to whom clients are signposted to/from.

Trustees ensure a robust client interview criteria for the Pantry Supervisor to follow.

Trustees have in place several key volunteers working from home eg. fundraiser, admin, safeguarding, services.

All relevant policies are in place and reviewed annually.

All charitable funding is deposited. All cheques and payments from the account requires 2 signatories.

GDPR is known and followed.

Bids and Grants applied for are recorded and any funding awarded is ring fenced as appropriate.

Trustees ensure all finance is recorded and reported.

Application of income and capital is used by the charity in furthering the objects only.

Treasurer and independently audited funds are reported.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The work of all volunteers of Faith in The Community, Fleetwood is immeasurable.

The Pantry Foodbank is open 5 days per week.

All Trustees also hold Volunteer positions.

FiTC Volunteers have helped to provide a solid support system leading to the provision of free food to over 150 persons per week in Fleetwood who are living in poverty.

FiTC volunteer participation rates are high with little turn over.

Volunteers:-

- Led by the Pantry Manager
- Pantry Day Leads, the first port of call for deliveries, volunteers and client needs.
- Collect, sort and pack foods
- Meet clients face to face and sign post to other services
- Keep Trustees updated with client needs as noted in the volunteer Satisfaction surveys of 2023 and Volunteer review day of 2024
- Working from home volunteers make a vast difference including:
- Fundraiser: applying for Grants & Bids
- Treasurer: all banking and financial reporting
- Services: keeping data base up to date and relevant
- Admin: designing, organising, minuting, WhatsApp & Facebook
- Logistics: collecting foods from supermarkets etc. after hours
- An approximate number of volunteer hours in support of FiTC is in excess of 170 hours per week.

## Section D

## Achievements and performance

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### Summary of the main achievements of the charity during the year

The Pantry food bank serves free food to over 150 persons per week  
Pantry Manager 2.5 days per week supporting the function of the Pantry volunteers  
Client survey of 2024 notes high levels of satisfaction of both foods provided and volunteer interaction  
Volunteer survey of 2023 & volunteer review day 2024 notes high levels of satisfaction and a willingness to offer ideas and support to improve the running of the Foodbank and the lives of our clients.  
Volunteers working from home are fully aware of their role and engaged  
Logo in place  
Branded goods available for Trustees and Pantry Manager eg letterheaded paper and branded post cards.  
Fundraising Bids and Grants for foods, other goods, rent, client energy needs. Grant from UK Government Community Cost of Living to update the internal aspect of The Pantry Foodbank.  
Trustees have continued to visit other Food banks for advice and have met with external fund raiser.  
FiTC updated Fleetwood Trust with current and future needs and have been well supported by them.  
An excel of 170 volunteer hours per week.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

Reserves Policy in place  
Annual return notes £6000 food, £15,000 Pantry manager salary, £10,500 client heating/energy

**Details of any funds materially in deficit**

None

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Bids & Grants  
Rent to cover The Pantry, Fleetwood  
Foods, toiletries and household cleaning items provided  
Energy costs for clients  
Cost of Living grants supported changes to internal aspect of The Pantry  
Local charity supported changes to provision of client waiting area  
Where possible, FiTC uses local suppliers, waste is kept to a minimum and eco friendly.

**Section F****Other optional information**

The Trustees of Faith in The Community, Fleetwood are grateful to all those in the town of Fleetwood and beyond for their support

**Section G****Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|                                     |                 |  |
|-------------------------------------|-----------------|--|
| Signature(s)                        |                 |  |
| Full name(s)                        | Canon Alf Hayes |  |
| Position (eg Secretary, Chair, etc) | Chair           |  |
| Date                                | 23/07/2024      |  |

|                        |           |
|------------------------|-----------|
| Income 2023            |           |
|                        |           |
| Donations in the bank  | 74,055.50 |
| Donations used as cash | 1,190     |
|                        |           |
|                        |           |
|                        |           |
|                        |           |
|                        |           |
| Total                  | 75,955.50 |
|                        |           |

|                                 |            |
|---------------------------------|------------|
| Expenditure 2023                |            |
| Food                            | 38,284.33  |
| Non-food items for clients      | 1953.41    |
| Misc                            | 596.62     |
| Charity gifts                   | 4088.30    |
| Gas/Elec Support                | 6420       |
| Fuel/Transport                  | 3170.39    |
| Packaging                       | 342.05     |
| Equipment                       | 348.01     |
| Admin                           | 684.92     |
| Postage                         | 324.60     |
| Pantry Manager Part Salary      | 15000      |
| Contribution towards occupation | 6250       |
| Telephone                       | 152.42     |
| Hygiene, Cleaners' wage etc..   | 5006.70    |
| Petty Cash donations            | 4550       |
| Total Expenditure               | 87,171.75  |
| Deficit/Surplus                 | -11,216.25 |

|                          |           |
|--------------------------|-----------|
| Assets                   |           |
| Bank as of 29/12/23      | 95,960.35 |
| Cash in hand             | 0         |
| Cheques still to process | 455       |
| Total                    | 95960.35  |
|                          |           |

|                                       |            |
|---------------------------------------|------------|
| Balance sheet as of 2023              |            |
| Balance brought forward (bank) 1/1/23 | 106,721.60 |
| Balance brought forward (cash)        | 0          |
| Surplus/deficit for the year 2023     | 95,960.35  |
|                                       |            |

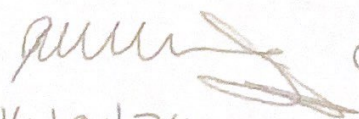
Accounts prepared by Fr John Hall. Treasurer to Faith in the Community.

Checked and found correct by

Independent Examiner

Name

Date

  
14/10/24

GILLIAN M AUSTIN-KING AEA

## Faith in the Community Annual Accounts for 2023.

Years ago, a previous treasurer warned the Faith in the Community Trust that the cost of running the Food Bank would suddenly rise as our dependency upon stored food resources from Covid 21 became depleted, that day has now come. Compared to the financial year 2022 our costs have doubled, in some cases, tripled.

Throughout the year we have had to buy in a lot of food due largely to lack of food items being donated. The Trust was buying food at a time when the country generally was experiencing food price rises. Linked to that was an increase in the cost of petrol which affected our fuel consumption and overall transport costs.

We have assisted a large number of people with regards to their heating and lighting from a significant number of grants given to us by Wyre Borough Council and this is listed in the accounts under Gas/Electric Support. Again, throughout the year we have received a number of donations from either individuals or charitable organisations, they have been used to help purchase special items at particular times of year. So, in the Spring we bought a lot of personal hygiene products for our clients and later in the year we provided equipment to help prepare food more efficiently such as slow cookers, together with a food hamper.

In previous years other agencies have taken on the cost of removing rubbish and waste material generated by the Pantry. This past year we have carried that cost ourselves and it is reflected in the category Hygiene and Cleaning heading.

Therefore, our expenditure for 2023 is more than double the previous financial year creating a deficit in the year of £11,216. Our income for the year has almost kept pace with our spending largely due to the sterling work of one of our volunteers who kindly provided some much needed 'pro bono' work in fundraising. We rely very heavily upon large corporate donors and we are enormously grateful for all our benefactors.

We started the year 2023 with a balance of £106,721 in our account. We raised another £75,000 through the year off set by cost totalling £87,171, leaving us with a balance of £95,960 as we start 2024.

I am grateful to Ms King who has kindly audited our accounts and to the Trust for their support throughout the year.

J.M.Hall

January 2024.