

Trustees' Annual Report for the period

| From | Period start date | | | To | Period end date | | |
|------|-------------------|----------------|--------------|----|-----------------|----------------|--------------|
| | Day 31 | Month March | Year 2023 | | Day 01 | Month April | Year 2024 |

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 | Business Development | | 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 |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
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Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
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Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

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|---|---|
| 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) | <p>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).</p> <p>There must be at least 2 Trustees involved within a delegated group.</p> <p>No one under the age of 18 years</p> <p>No one likely to be disqualified under clause 11 of the governing deed.</p> |

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 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 charity's latest report and statement of accounts.

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 with a small, cash float, held available.

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 signpost 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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Achievements and performance

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 paid days per week supporting the function of the Pantry volunteers – paid role ended February 2024.
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 Manger eg letterheaded paper and branded 'thank you' 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 excess 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)

Position (eg Secretary, Chair, etc)

Date

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|-----------------|--|
| | |
| Canon Alf Hayes | |
| Chair | |

23/07/2024

FAITH IN THE COMMUNITY
ANNUAL ACCOUNTS 2024

| Income | 2024 |
|------------------------|------------|
| | |
| Donations in the bank | 103678.14 |
| Donations used as cash | 3579.62 |
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| Total | 107,257.76 |
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| Expenditure | 2024 |
|---------------------------------|-----------|
| Food | 22,669.49 |
| Non-food items | 73,011.52 |
| Non-Food items are :- | |
| Misc. | 14,991.88 |
| Minor Equip | 128.92 |
| Fuel/Transport | 505.02 |
| Packaging | 582.06 |
| Equipment | 929.50 |
| Admin | 2003 |
| Postage | 27.20 |
| Pantry Manager Part Salary | 0 |
| Contribution towards occupation | 48,764.32 |
| Telephone | 341.80 |
| Hygiene, Cleaners' wage etc. | 4144.20 |
| Insurance | 593.61 |
| Total Expenditure | 95,681 |

| Assets | |
|---------------------|------------|
| Bank as of 31/12/24 | 107,257.76 |
| Cash in hand | 2455 |
| Cheques pending | 279 |
| Total | 109,991.76 |
| | |

| Balance sheet as of 2024 | |
|---------------------------------------|------------|
| Balance brought forward (bank) 1/1/24 | 95,960.35 |
| Balance brought forward (cash) | 2455 |
| Surplus/deficit for the year 2024 | +11,576.76 |
| Balance taking forward | 109,991.76 |

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

Checked and found correct by

Independent Examiner

ROBERT M KING



FCA.

Treasurer's Annual Report

Faith in the Community Accounts 2023 – 2024.

The accounts for 2024 have undergone independent examination and were signed off on the 12th of February 2025.

As you can see from the Income and Account on the 31st December, Faith in the Community had a real bank account of £107,257.76 and a cash balance of £2455. However, £10,586 is reserved for food and £10,760 towards Heating and Lighting as part of our Reserves Policy.

Income.

We have received some invaluable donations towards the refurbishment of the building we use for food distribution which totalled £39,000. Again, Wyre Borough Council have donated £20,000 which has been used for Gas and Electric support for people living in and around Fleetwood. Other notable donations have been made by West Lancashire Freemasons. But we are regularly sustained by the generosity of regular donors giving money month by month.

Expenses.

A significant amount of money has been spent on refurbishment of the building and rent at a cost of £48,000. Waste disposal and paying for a cleaner is a significant cost. This year we spent a total of £22,000 on buying food items in that were not donated.

This year we had a surplus of £11,000 but the projected rise in the cost of maintaining our present donation of food into 2025 we easily eat away at any surplus.

As the treasurer I would like to thank all our donors and in particular Mrs King who has kindly audited these accounts.

J.M.Hall

Treasurer.