

Trustees' report for the year ended 31 March 2021

LEGAL AND ADMINISTRATION

Charity Trustees

Martin Nosworthy (Chair)
Howell Evans (appointed 1st April 2020)
Gareth Jones
Heather Price
Iona Seymour

Registered Office

The Basement
Crescent Chambers
South Crescent
Llandrindod Wells
LD1 5DH

Bankers

Barclays
Middleton Street
Llandrindod Wells

Independent Examiner

Margaret Price
Drostre, 49 Parc Pendre
Brecon, Powys
LD3 9ER

Staff

Tessa Bradley – Foodbank Manager (Part-time)
Jennie Williams- Administration Assistant (Part-time –appointed 1st May 2021)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation was formed and granted charitable status as a Charitable Incorporated Organisation on 28 September 2017 and with the charity number 1174880.

The charity is governed by a constitution which was adopted on 24 August 2017.

Related Parties

Llandrindod Foodbank is a member of The Trussell Trust (Registered Charity no 1110522, and Registered Company No 05434524). The Foodbank also works in partnership with local churches and organisations.

Trustee Selection Method

Trustees are appointed by the existing charity trustees for a 3-year term. The number of trustees shall be not less than 3 and no more than 9.

Risk Review

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. These procedures are periodically reviewed to ensure they still meet the needs of the Charity.

Serious Incident

During the year ended 31 March 2021 no serious incident arose within the Charity that could significantly harm its work, beneficiaries or reputation. Responsive changes to the way the foodbank works have prevented the global pandemic of Covid 19 harming the Foodbank's core work and reputation.

OBJECTIVES AND ACTIVITIES

The relief of financial hardship amongst the people of Llandrindod Wells 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:

- providing emergency food , essential toiletries and household items to individuals and families in need/or for distribution by charities or other organisations working to prevent or relieve poverty
- such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services

In furtherance of the above, the Charity supplies to beneficiaries, either directly or through agency partners approved by the trustees, tinned, non-perishable and fresh foods to ensure a healthy and nutritious balanced diet for up to three days.

Vouchers are issued to frontline professionals, including doctors, health visitors, social workers, probation, schools, drug and alcohol charities, refuges and other agencies. Vouchers are then exchanged for food at various distribution centres in

Llandrindod Wells and surrounding area.

The Charity also keeps some clothing and household items to help where needed, signposts people to other agencies that may be able to help with the crisis that they find themselves in, and offers help with budgeting and other personal finance issues.

PUBLIC BENEFIT REPORTING REQUIREMENT

The trustees have regard to the guidance issued by the Charity Commission on public benefit. In particular, we are seeking to ensure that our vouchers are available via a suitable range of organisations and that we provide a network of food distribution centres across the area we seek to serve so that our services are accessible to people in need. The following section ('Achievements and Performance') gives a detailed account of the activities undertaken to fulfil the Charity's objectives during the year 2020/21.

ACHIEVEMENTS AND PERFORMANCE

Chairman's Foreword

The last year has been one of continued development in addressing food poverty in Llandrindod and surrounding areas.

We have extended our reach across mid Powys, providing food and assistance to facilities in Builth, Rhayader and Llanwrtyd Wells in partnership with other local charities.

The year 20/21 has of course been dominated and overshadowed by the Covid-19 pandemic. While our staff and volunteers fortunately escaped the virus there were two major impacts on the foodbank from the pandemic : the demand for emergency food increased and Covid restrictions were introduced. As a result of the dedication and resilience of our Project Manager and our volunteers the basic service of emergency food was maintained and at much greater volumes. However , while contact with service users was maintained by telephone and through home delivery, we were unable to signpost most clients to further help.

I must extend heartfelt thanks on behalf of the Trustees to our exemplary Project Manager- Tessa Bradley- and our volunteers for their hard work, adaptability and dedication in a challenging environment, made even more difficult by a cramped working environment.

I also extend heartfelt thanks to our partner agencies, our umbrella body the Trussell Trust, local supermarkets and stores who have supported us, as well as grant aiding bodies, local churches and particularly the local community who have contributed food and finance to the Food Bank to ensure its continued operation.

The pandemic highlighted the foodbank's need for more suitable premises. As a result of a generous gift new premises have been acquired but need extensive renovation to make the building useable. Our focus has been on this building project

to enable us to better provide for people in crisis and combat poverty. We plan to achieve the move to the new premises this financial year, subject to finance and the construction market.

Finally, thank you again to my fellow Trustees and our advisers for managing the organisation and its development over the last year.

Martin Nosworthy, Chair of Trustees

Foodbank Manager's Report and Statistics 2020/21

As you will see from the statistics on the next page the usage of the Foodbank greatly increased in 2020/21.

The increased demand was caused largely by the Covid-19 pandemic. The number of people helped increased from 993 in 2019/20 to 3,929 in 2020/21 last year.

We changed to a delivery only model of food provision, recruited volunteer drivers and reduced the number of volunteers in the limited space of the Foodbank to ensure everyone's safety from the virus.

Also because of the pandemic all meetings and training were undertaken via Zoom.

We were awarded a substantial grant under the Trussell Trust/ASDA Scheme to continue and develop our work.

In July the Trussell Trust became registered as a partner with DAF (Discretionary Assistance Fund) so we are now able to refer clients for Independent Assistance Payments.

We got the keys our new building in October and started the process of commissioning architects' drawings and applying for planning permission for the renovation.

In November we participated in Advice Link Cymru Training and the TESCO food collection was undertaken and amounted to 673.8 kgs

Christmas 2020 was our busiest ever. Over 100 Christmas hampers and 20 complete Christmas dinner hampers were given out

Digital working was further advanced in the year as some of our referral agencies began using the E-referral system for foodbank users.

In March Dangos Benefits training was undertaken to help signposting of clients. This is a new Welsh Government funded

initiative for front line workers. It aims to increase knowledge and awareness about the availability of benefits for families who might need extra help.

We only had one, part time member of staff in the year but have recently been able to employ a part time administration assistant on a fixed term contract as a result of some grant funding. We continued to rely heavily on volunteers, of whom we currently have 12. Over 99% of the food we distribute is donated by members of the community.

People Helped

Year 20/21		Year 19/20	
Vouchers issued	1467	Vouchers Issued	617
Adults	2186	Adults	727
Children	1743	Children	266
Total	3929	Total	993

Reason for Voucher

20/21 (top 5, highest first)	19/20 (top5, highest first)
Low Income	Low Income
Sickness	Benefit Delays
Benefit Changes	Benefit Changes
Debt	Debt
Benefit Delays	Homeless

Stock report (Kgs)

Year 20/21		Year 19/20	
Stock in	25004.6		10230.1
Stock out	24993.9		10447.9

FINANCIAL REVIEW

The total receipts for the year amounted to £124,959 compared to £30,389 in the previous year. The increase was due to a number of successful grant applications in the year towards both revenue costs and capital improvement works.

Payments for the year amounted to £36,642 compared to £15,942 in the previous year. The increase was due to increased running costs related to increased demand caused mainly by the Covid-19 pandemic and the need to change to home delivery.

At the year end the balance in unrestricted fund was £50,453 and in restricted funds £60,550. Within the restricted funds £28,990 was held for building improvement works and £31,560 for revenue costs. Included in the Restricted revenue funds was a part grant/part loan from the Wales Council for Voluntary Action Resilience Fund to be used in the year 2021/22.

Reserves Policy

The trustees aim to manage the finances so that there is 6 months of reserves in the unrestricted funds in order to meet our financial obligations. Primarily the costs of employing our foodbank manager, premises rental and other overhead costs. At 31 March 2021 £18,535 of the unrestricted funds had been earmarked for the building improvement works.

PLANS FOR THE FUTURE

Our new premises, once renovated, will enable us to realise our strategic aims of addressing, in cooperation with partner agencies, some of the underlying causes of food poverty as well as meeting the anticipated increased demand for emergency food over a wider geographic area in the aftermath of Covid-19.

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees declare that they have approved the trustees' report on 22nd July 2021

Signed: *Martin Nosworthy*
Chair of Trustees

Dated: 22nd July 2021

LLANDRINDOD FOOD BANK

Charity Number 1174880

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED TO 31 MARCH 2021

	<u>2021</u>			<u>2020</u>
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	£	£	£	£
Receipts				
Grants & Donations:				
Grants	1,150.00	62,530.00	63,680.00	14,077.47
Donations, individual regular giving	3,790.00	-	3,790.00	2,120.00
Donations, churches	3,000.00	1,250.00	4,250.00	3,136.35
Donations, businesses	2,732.00	-	2,732.00	140.00
Donations, Trussell Trust	900.82	-	900.82	3,456.12
Donations, Tesco cash collections	652.00	-	652.00	1,661.00
Donations, Charity Checkout	4,103.25	-	4,103.25	407.74
Donations, other	19,081.93	-	19,081.93	3,959.24
HMRC - Gift Aid	926.18	-	926.18	999.59
Charitable Activities:				
Severn Wye	18,535.01	-	18,535.01	-
Fundraising	28.00	-	28.00	432.00
Loan	-	6,280.00	6,280.00	-
Other:	-	-	-	-
Total receipts	54,899.19	70,060.00	124,959.19	30,389.51
Payments				
Charitable Activities:				
Salaries	7,413.08	7,464.99	14,878.07	10,752.26
Food purchases	69.96	1,566.46	1,636.42	148.81
Travel	-	1,763.55	1,763.55	-
Rent	4,164.00	-	4,164.00	4,164.00
Insurance	211.65	-	211.65	209.88
Administration costs	535.42	-	535.42	123.30
Franchise & other licences	475.20	-	475.20	400.00
Payroll services	143.00	-	143.00	143.36
Conference fees	-	-	-	-
Other	3.50	-	3.50	-
Oasis, premises costs	1,946.52	-	1,946.52	-
Oasis, refurbishment costs	-	10,884.74	10,884.74	-
Total payments	14,962.33	21,679.74	36,642.07	15,941.61
Net of receipts/(payments)	39,936.86	48,380.26	88,317.12	14,447.90
Total Funds brought forward	10,515.89	12,170.03	22,685.92	8,238.02
Total Funds carried forward	50,452.75	60,550.29	111,003.04	22,685.92

LLANDRINDOD FOODBANK

Charity Number 1174880

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 MARCH 2021

		2021			2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Cash funds					
	Cash at bank	50,452.75	60,550.29	111,003.04	22,685.92
	Total cash funds	50,452.75	60,550.29	111,003.04	22,685.92
Other monetary assets					
	Gift aid claim			1,691.00	925.25
	Refund HMRC on Paye overcharged			-	241.20
				1,691.00	1,166.45
Assets retained for the charity's own use					
	Oasis Building	Donated		66,000.00	
	Computer equipment	Cost		693.92	
	Office equipment	Cost		315.96	
	Kitchen equipment	Cost		500.98	
	Store room equipment	Cost		834.56	
	Display materials	Cost		136.20	
	Microwave	Donated		40.00	
Liabilities					
	Wales Council for Voluntary Action - Loan			6,280.00	
The Financial Statements were approved by the Trustees on 23 rd July 21 and were signed on its behalf by Martin Nosworthy:					

Llandrindod Foodbank

Independent Examiners Report

I have completed my examination of the 2020-21 accounts. 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:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed M Price Mrs M Price

Date 16/7/21