

# DEVIZES AND DISTRICT FOODBANK

England & Wales · Charity number 1179387

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2018-07-30

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Devizes and District Foodbank  
Unit 4  
Glenmore Business Centre  
Waller Road  
Devizes  
Wiltshir

**Phone** 07807 973605

**Email** [info@devizesdistrict.foodbank.org.uk](mailto:info@devizesdistrict.foodbank.org.uk)

**Website** [www.devizesdistrict.foodbank.org.uk](http://www.devizesdistrict.foodbank.org.uk)

## Activities

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**Objects:** THE RELIEF OF FINANCIAL HARDSHIP AMONGST PEOPLE IN DEVIZES, WILTSHIRE 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.

**Activities:** The relief of financial hardship by:(a) providing emergency food, essential toiletries, and household items to individuals and families in need(b) such other means, including the provision of support or signposting to relevant information and other advisory services.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Disability, The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

## Geography

- Wiltshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£156,737	£102,704	-	-
2024-03-31	£109,633	£105,052	-	-
2023-03-31	£168,030	£74,450	-	-
2022-03-31	£70,899	£28,778	-	-
2021-03-31	£82,169	£37,086	-	-

## Trustees

Name	Role	Appointed
<b>RICHARD SCOTT OLIVER OBE</b>	Chair	2021-04-26
Anne Graham		2026-04-08
CATHERINE BROWN		2025-04-07
JEREMY DAVIDSON		2024-01-08
JOHN WILLIAM STARLING		2018-07-18
Karin Cardiff		2025-03-04
Sheikh Imam Hossain		2026-04-08
Vincent Stokes		2026-04-08

**DEVIZES AND DISTRICT FOODBANK**

England & Wales - Charity number 1179387

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# Accounts

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Devizes & District  
**Foodbank**  
Together with Trussell

# **ANNUAL REPORT**

**for the Year to  
31st March 2025**



## **STRUCTURE AND GOVERNANCE**

Devizes & District Foodbank is governed by a Constitution and was registered as a Charitable Incorporated Organisation (CIO) on 29 July 2018. However, the Foodbank continued to operate as Devizes Foodbank until 31 March 2019, at which time Devizes & District Foodbank assumed the activities previously undertaken by Devizes Foodbank.

The charity is managed by a board consisting of a maximum of twelve Trustees, who endorse the charitable objectives of the Foodbank and support its compassionate ethos arising from its Christian origins.

Trustees meet on a regular basis to set the framework within which the Foodbank operates. They approve all policies, new projects and budgets, and monitor and control the finances of the organisation.

On a day-to-day basis it is the Project Manager, working with other staff, volunteers and agencies who carries out the core activities of the foodbank. It is the manager that has responsibility for the delivery of services and the achievement of objectives.

Risk Assessments have been carried out for all the foodbank's activities, together with appropriate policies, including policies for Health & Safety and Safeguarding.

Devizes & District Foodbank seeks to be transparent in all its activities, so all stakeholders are able to participate in its development.

### **Trustees:**

Richard Oliver OBE (Chairman)

John Starling (Treasurer)

Jeremy Davidson

Sanjeen Payne-Kumar (until October 2024)

Bridget Selwyn

Jasper Selwyn

Hollie Stoner

Karin Cardiff (from March 2025)

**Project Manager:** Liz Starling

**Community Organiser and Campaigns Manager:** Alex Montegriffo

**Assistant Manager:** Sue Underwood

## **OBJECTIVES of the FOODBANK**

The relief of financial hardship amongst people in Devizes, Wiltshire 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.
- c. supporting Trussell Trust's Together for Change campaign.

The Trustees consider that the activities undertaken by the foodbank to achieve the objectives of the charity have been in compliance with the duties under section 4 of the 2006 Charities Act.

## **A MESSAGE FROM THE CHAIRMAN**

The year ended 31<sup>st</sup> March 2025 was a successful year in many ways. Our three years of Campaigns and Community activism grants from Trussell comes to an end in May 2025 and we are in the process of determining how we carry that work forward on a volunteer-led basis. Our strategy meeting in July 2025 will be helpful in this regard.

Thanks to a grant from Trussell in June 2023 we opened a Financial Inclusion capability in that year, whereby we operate two sessions each week at our St James Centre outlet, near the town centre. These sessions entail Devizes & District Foodbank ("DDFB") customers meeting Citizens Advice Wiltshire workers by appointment to ensure that such customers are receiving the correct level of state benefits and/or to get assistance with debt. We recently won a further year's worth of funding which means that the future of this initiative is assured until at least May 2026. Every month we are seeing more than five new people, and we have significantly exceeded our targets which we had set at the outset and increased in the following year. This is the case both as regards Financial Gains (e.g. individuals accessing benefits they were entitled to but were not accessing) and Managing Debts – which means bringing them to

levels which the affected individuals could sustain. The net gain to society is small but positive and this helps to fulfil our own ethos as an independent charity; and the endgame of Trussell, our tremendously helpful and invested partner, eventually to stop UK hunger. Our quarterly review meetings, some in person, most virtual, include trustees, our staff, Citizens Advice staff and representatives from Trussell's area management to ensure that we have objective assessment of our performance on the ground.

Our core business of getting food (and similar) from willing donors to people in need continued apace and is discussed and illustrated below both in our Project Manager's report and in our Treasurer's report. Through the combination of our warehouse to the North of the town and direct deliveries to the neighbouring towns and villages, we have been able to meet demand successfully. Positioning with regard to events continues to be one of maintaining profile, keeping ourselves in the public eye and ensuring that our core values and intentions are known. In April and October we held – full public meetings with MPs and local councillors, respectively in Devizes and Marlborough, on the theme of poverty alleviation.

We are now four years into our five-year plan and it is pleasing that we have been able to stick to the script and look forward to a year of consolidation. The new five-year plan will be an output of a combination of (1) our strategy meeting in July (2) meetings with our regional manager and (3) initiatives from Trussell, either set out in the forthcoming annual roadshow or later as the country moves forward.

As regards staffing, there has been a significant change with our long-term Project Manager, Liz Starling, retiring after eight years in post and after many more years of association with DDFB. Fortunately, she returned almost the following day as a volunteer and we are very grateful that she is continuing with us in that capacity. Sue Underwood took a step up from her administration role to take over from Liz and we intend to recruit a second part-time member of staff to support Sue.

Within our Trustees group, we were sorry to see Sanjeen Payne-Kumar depart after a short but very incisive term of around 18 months to resume employment at a senior level in the corporate world. We were though very pleased to welcome Karin Cardiff as a new trustee in March. Karin is a magistrate with a commercial background in communications and a

strong background in charitable organisations. The Board will continue to see change as the terms of other long-term members draw to a close.

During most of 2024/25 I was pleased to be a part of Trussell's Strategy Consultation Group for England South. I have been hugely impressed by the quality of the executive team and the staff of Trussell throughout my time in the charity and it was inspiring to see the way like-minded people are working throughout the country to make life better for some of society's most vulnerable members. Once again, a number of us will attend the Rolling Roadshow in Bristol. These events prove very effective in keeping us all up to date with how matters are evolving centrally and elsewhere in the network.

In closing, I must take the opportunity to thank all of our volunteers, staff members and our Trustees for their efforts in our community.

*Richard Oliver OBE, Chairman*

*May 2025*

## **PROJECT MANAGER'S ANNUAL REPORT**

As a foodbank, we continue to value the support we receive from the Trussell Trust Network and especially our area manager Lucy Duffy. The South Coast Cluster meetings are still being held via Zoom and we are reassured to know that the challenges we experience are shared by many other foodbanks as well. We also managed to get together as a Wiltshire Cluster for the first time in a while.

Our volunteers are recruited, managed and contacted through the Trussell Trust Assemble volunteer management system. Most volunteers can email through the system which is a more secure way of messaging. They can view the rota for each week and can add themselves to a shift or remove themselves if they are not available. Although some volunteers have ceased volunteering with us, we have recruited 13 new volunteers in the past year and now have total of 51 active volunteers.

We continue to use a delivery model in the SN8 and SN9 areas and this is still working well. We are very grateful to Vincent Stokes our Marlborough co-ordinator who makes sure the emergency food boxes are delivered in a timely manner to these areas. We recently recruited a deputy co-ordinator who can cover when Vincent is away.

We are constantly managing our stock levels to ensure we have the right amount of food to pack into our emergency food boxes. Not enough of a particular item and we may end up running out and not being able to put that item in a box, too much of a particular item takes up valuable storage space and there is a risk it may go out of date before it can be used.

We took part in the annual Tesco Winter Food Collection over 3 days at the end of November 2024; and the Morrison's Food Drive in July 2024. These collections were invaluable for bringing in the items we were short of and boosting our stock levels.

Throughout the year, we continued to liaise with schools, churches, and other organisations to encourage donations of food and money ensuring that they were aware of shortages and overstocks. This also meant ensuring that Facebook and website were kept up to date.

### ***FINANCIAL INCLUSION PROJECT***

We are still running our financial inclusion project and holding two sessions a week at St James Foodbank Centre. Over the past year, 36% of vouchers issued were fulfilled at this centre which is a considerable increase on the previous year. We have worked hard to encourage clients to collect their emergency food parcels from the Centre as it is so important that they have the chance to talk face to face with the Citizens Advice caseworker.

Thank you to everyone who has helped in anyway during 2024/2025 – it is much appreciated.

On a personal note, this will be the last annual report that I will write for Devizes and District Foodbank as I am retiring and stepping down after eight years as Project Manager. I want to record my personal thanks and appreciation to Assistant Manager Sue for all her hard work and dedication to the foodbank; also though to congratulate her on successfully being selected to take on the Project Manager role from 1<sup>st</sup> April 2025. I know Sue will do a fantastic job as she has been such a support to me over the past 3 years.

*Liz Starling, Project Manager*

*June 2025*

## COMMUNITY ORGANISER AND CAMPAIGNS MANAGER'S REPORT

In 2024-25, the Community Organising team continued to bring people together, including clients of the food bank, charity workers, and decision-makers like MPs, to challenge the local drivers of food bank need through activism.

The main focus over the last year has been raising the standards of social housing, particularly around flooring and window coverings which are often not present when tenants move in. National Citizens Advice data shows that social housing tenants made up around 60% of people referred to food banks in the UK in April 2025. This is likely due to more people being unable to afford private rentals as wages and social security payments have not kept up with inflation, and also due to the fact most social housing properties have no flooring or curtains.

Unlike private rentals, social housing properties are commonly rented out with bare concrete, floorboards or asbestos-lined tiling, and with no curtain poles or, in some cases, lightbulbs. In fact, the national charity End Furniture Poverty reports that 98% of social housing in the UK is unfurnished, compared to 70% of the private rented sector. They also report that 760,000 adults in social housing in the UK don't have access to flooring.

At Devizes and District Foodbank, a team of social housing tenants decided that this needed to change, as in many cases social housing providers were removing carpets and curtains in between tenancies even if they were in good condition. The team called themselves An Empty House Isn't a Home, in reference to the fact that unfloored properties are very hard to maintain on a low income.

The tenant group described the devastating impacts of properties that were 'empty boxes', including children and parents sleeping on mattresses on hard floors, the distress of waking up every day in a property with paint and stains all over bare floors, being cold, paying high heating bills, children not being able to play or even live in the property safely, respiratory illness from cold and dust, and going into debt buying flooring and in some cases plaster and paint. Flooring can cost anywhere between £500 to £2,000 per property depending on flooring type and size of rooms. One tenant had to leave work due to the stress of her living conditions and the fact her children could not stay with her in the property.

As in many counties, households with a priority need such as homelessness or fleeing domestic abuse will be able to bid for properties sooner, but they also have reduced choice. In the case of highest priority households, they must accept the first property offered. This can lead to vulnerable tenants living in unsuitable properties which might be away from their jobs, schools and social support networks.

In one case, a disabled tenant fleeing violence was placed in a property with no flooring, and the rugs she sourced herself are a trip hazard. She was offered support with flooring and white goods when moving in, but did not receive this support. While housing providers often give vouchers for paint, and can more easily refer to refurbished goods charities, free or low cost flooring is much harder to access.

All of the above impacts significantly increase the risk of not being able to afford food and bills, and hence needing to use a food bank. All of the campaigns team were or are having to use a food bank, many of them directly because of issues around 'bare shell' properties.

Social housing providers are becoming more aware of this issue, with some trialling providing flooring and even furniture, but few are doing so in Wiltshire. To engage with housing providers, the An Empty House Isn't a Home team wrote a campaign letter with a range of photos and quotes, many of which came from a successful survey. Some housing providers said they still removed all flooring and items in between tenancies, while others said they had a higher rate of keeping items. They also detailed tenant support schemes, if they had them, including flooring grants from charities. Other flooring schemes were more short-term, such as rugs which are not always suitable for tenants.

To increase responses to the letter, the campaigns team got local and regional media, including with the BBC. It was challenging to get a team together due to other difficulties facing affected tenants, including health and family issues, and if they moved away when accepting properties. It was decided that no one tenant should be the face of the campaign due to worries about potential eviction, but food bank volunteers read out quotes from tenants, and a Wiltshire Councillor spoke in support and gave his own experience of social housing.

With these actions, and taking the campaign to Wiltshire Council meetings and forums for housing providers, the team got changes such as: a commitment to keeping curtains, investment in carpet cleaners,

raising the topic with senior leaders, and support for specific estates (e.g. one area with no flooring had 80% of tenants using the food bank). The MP, Brian Mathew, also supported the campaign through writing to social housing providers, doing case work, and writing to the Government's Housing Minister. The Minister reported that the Government is looking to update legislation so that social housing requires flooring throughout, as in Wales, which would be a big national win. Another ask will be for housing providers to receive more funding if this change occurs.

This was a successful Wiltshire-wide campaign, which will be coming to an end on 30<sup>th</sup> June as the role of Community Organiser and Campaigns Manager also ends.

Looking back over the last three years, it's incredible what has been achieved at a small, rural food bank, around expensive school uniform, cost of living support for boaters, MP and council engagement, voter registration, and community empowerment.

Other highlights of the last year were a petition hand-in to 10 Downing Street by boaters calling for inclusion in national energy efficiency and Cost of Living support, a culmination of two years of work with the food bank and by the campaigns team. Boaters attending were the main campaign leader, her three year old daughter who was affected by being excluded from support, and a Waterways Chaplain.



Looking forward, on 18<sup>th</sup> June 2025, all 400 Trussell food bank charities will be meeting in London for a Lobby Day with Trussell and Joseph Rowntree Foundation, calling for social security payments to cover essential costs. Both MPs for the food bank will be attending, Brian Mathew and Danny Kruger, and staff, trustees and volunteers will discuss how we see income as the biggest challenge for households using the food bank.

As local campaigns draw to an end, we hope the community will continue working together to make real change, and the food bank will continue to support changes that protect people from hardship and hunger.

*Alex Montegriffo, Community Organiser and Campaigns Manager  
June 2025*

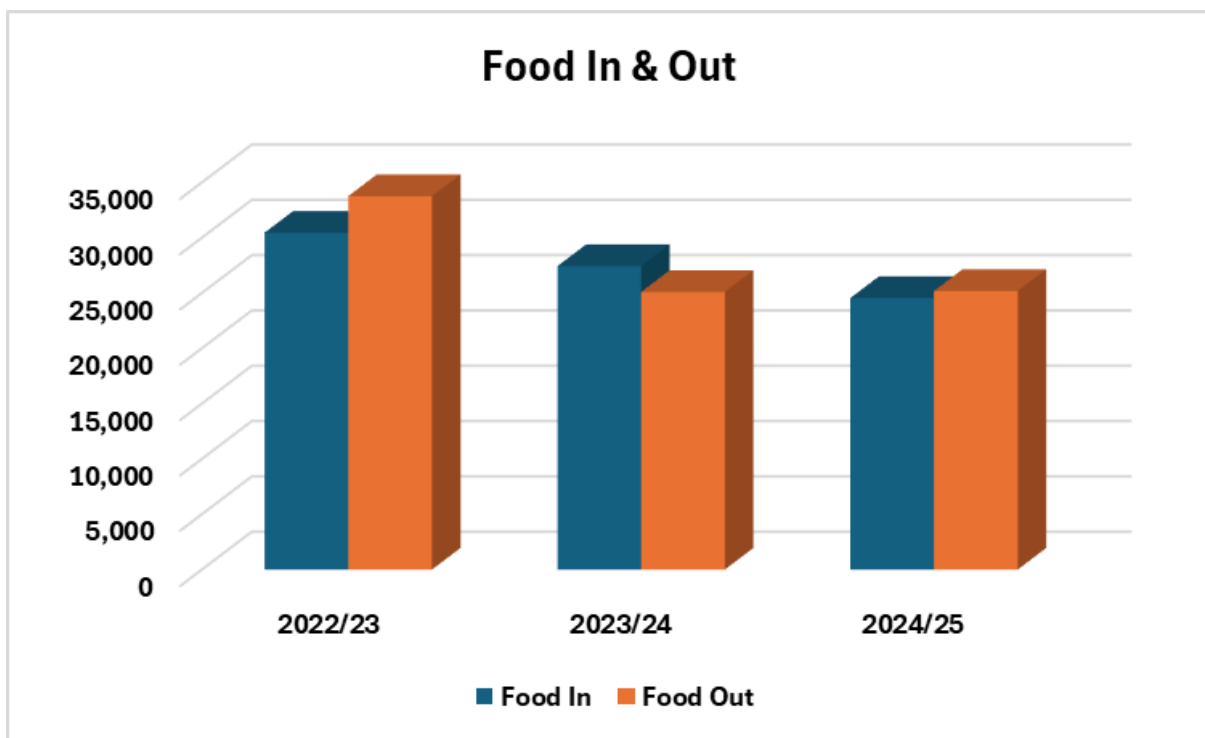
## FOOD & CLIENTS INFORMATION

### Food In & Out

During the year to 31<sup>st</sup> March 2025 a total of 24,548kg of food was received by Devizes & District Foodbank (DDFB), whilst 25,191kg of food was given out. This has resulted to a decrease in stock level at the year end, which stood at 3,643kg. This stock level is some 600kg lower than a year ago and reflects a gradual fall in the amount of food donated over the last few years (see graph below).

There has also been a drop in demand over the last two years, but at a more modest rate. If the current trend for both food donations and demand continues there is likely to be a requirement to increase the amount of food purchased. Regardless of the level of stock it is not always the right mix of food and toiletry items, so some purchases are often necessary. However, purchases are kept to a minimum by providing regular media updates identifying the items that are required.

DDFB are extremely grateful to all our food donors who continue to support the foodbank and enable us to keep the purchase of food to a minimum.



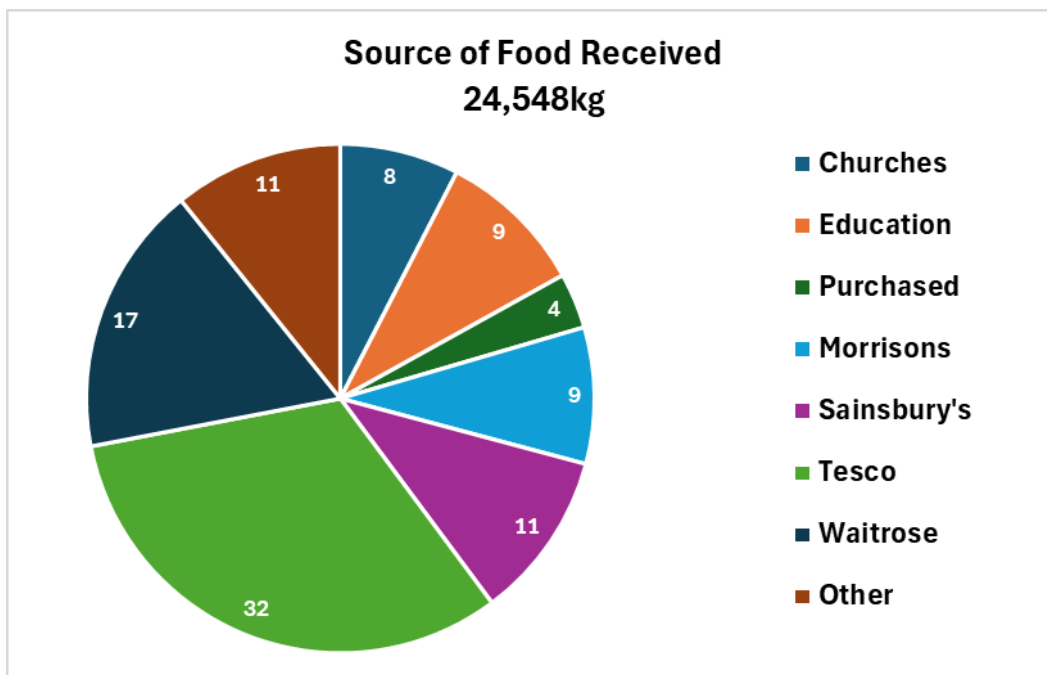
## Donations

Food donations were 10% down on the previous year, but continue to be dominated by food left at collection points in the four main supermarkets within the DDFB area: Morrisons, Sainsbury's, Tesco, and Waitrose. These donations accounted for 69% of all food received and include special collections of food during the year at Tesco and Morrisons. We are very grateful for the help of the volunteers who assisted with the collections.

Food donations which come from schools and churches, often during harvest and Christmas events, remained steady at 17% of the total but the weight of 4.3 tonnes (4.8 tonnes) reflected the general reduction in the amount of food received. Donations from other sources (individuals and organisations within the DDFB area) increased to 11% of the total with the weight steady at 2.6 tonnes.

It was necessary to purchase 0.8 tonnes of food due to specific shortages. This is less than half the amount purchased on 2023/24 which suggests that donors are taking note of the published lists of food shortages at any given time.

DDFB are extremely grateful for all food donations provided they are of non-perishable food and in date by at least 4 months.



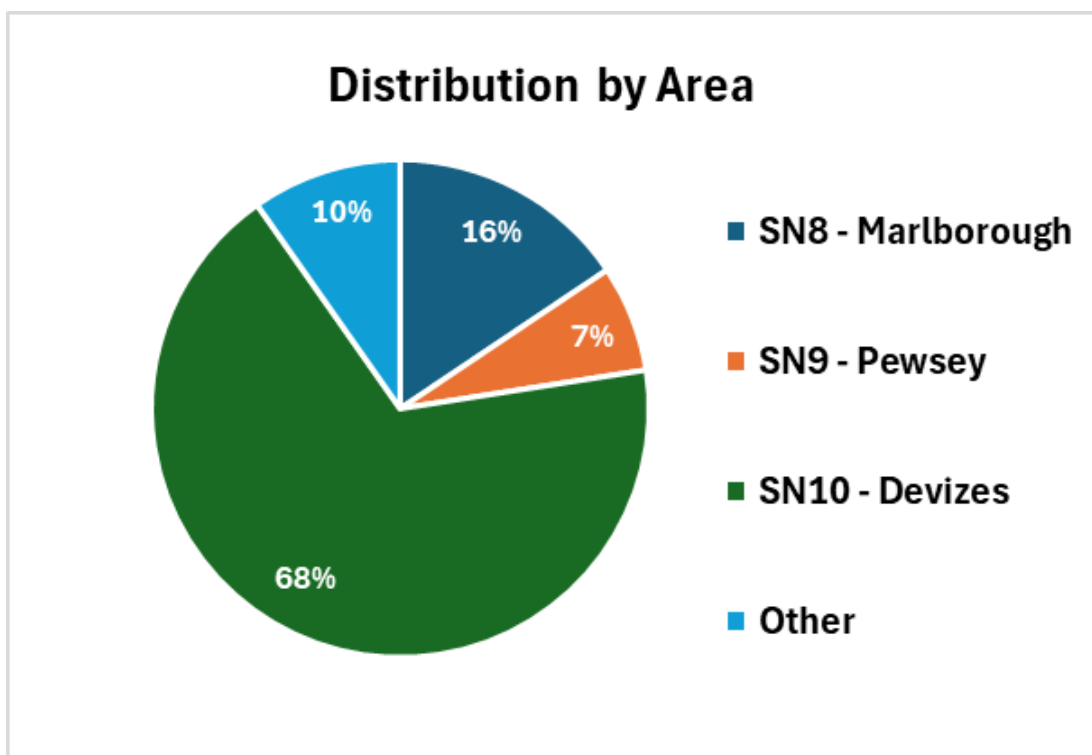
## Distribution

Food is distributed to our clients following a referral from one of the 144 partner agencies registered with DDFB or agencies registered with other Trussell Trust foodbanks. Without these agencies and their referrals DDFB would not be able to operate, and we are pleased to say we have a good working relationship with our partner agents. The top 2 agencies account for 32% (up from 25%) of the 1,179 referrals received during the year, and they are:

- Citizens Advice Wiltshire
- Devizes Opendoors

The increase in referrals from these agencies can be attributed to the two sessions a week at St James Centre, where Citizens Advice Wiltshire have a presence and is near Opendoors.

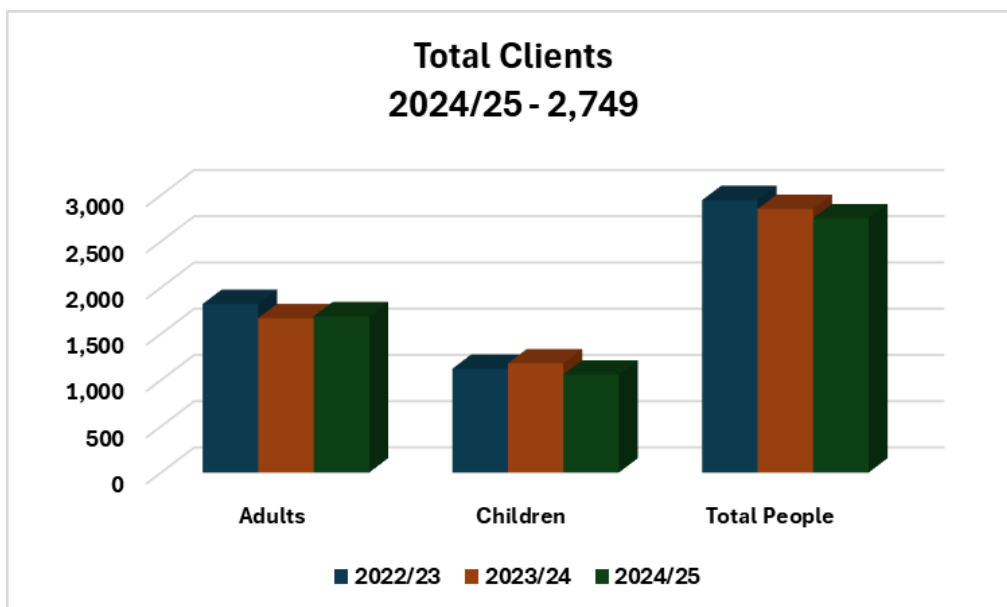
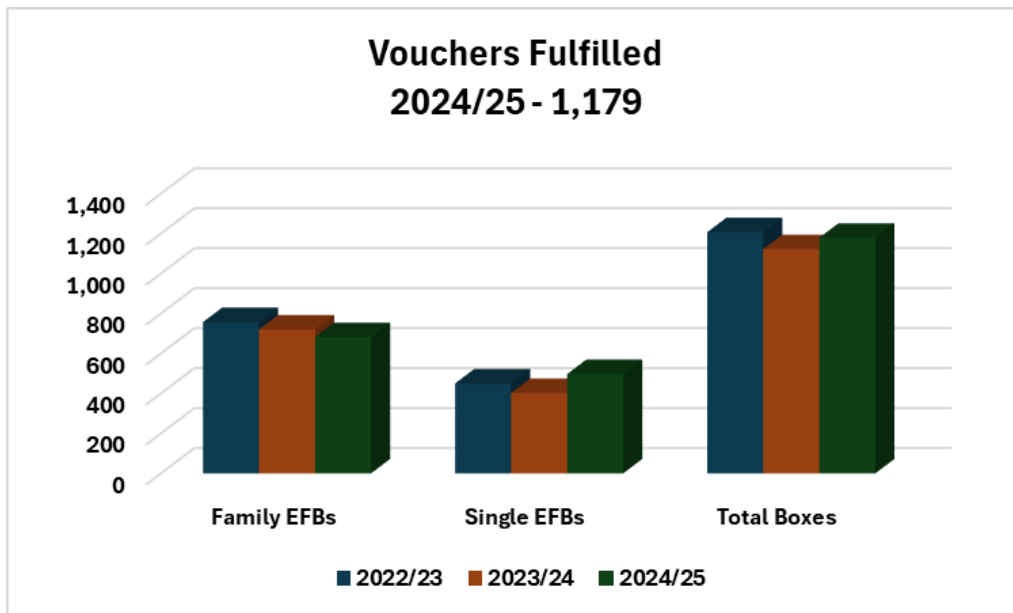
DDFB covers the postal areas SN8, SN9 and SN10. The chart below shows the distribution of food during the year, with 90% of all clients living within these areas. There has been an increase in food boxes provided to the boat community, who have no fixed address, during the last year, and they account for up to half of the 10% of clients not recorded within the postal area. DDFB are happy to support anyone in need providing they have an authorised voucher from an approved referral agency and can collect from a distribution point.



## Clients Fed

In the year to 31<sup>st</sup> March 2025 a total of 1,179 vouchers was fulfilled, an increase of 5% on the previous year. However, the total number of clients fed has fallen by 4% to 2,749, split between 1,690 adults and 1,059 children. The graphs below show that the reduction in demand for family boxes over the last few years has continued, but there has been a significant increase in the demand for single boxes. This can be attributed to, at least in part, to the increase in referrals from Opendoors.

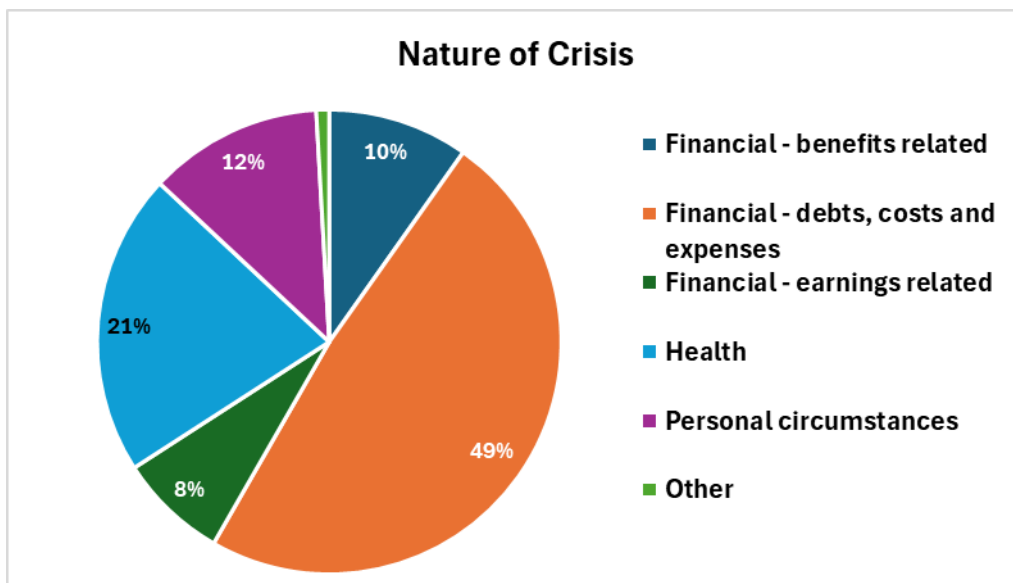
Early indications are that the overall demand for support from DDFB during the coming year will continue the current modest downward trend.



## Nature of Crisis

The chart below shows the main reasons given for clients needing the support of DDFB during the last year.

The reasons given for requiring support from DDFB continue to be dominated by financial issues, at 2/3<sup>rd</sup> of all requests received. Health has increased to 21% (17%), whilst Personal circumstances remain unchanged.



## FINANCE REPORT

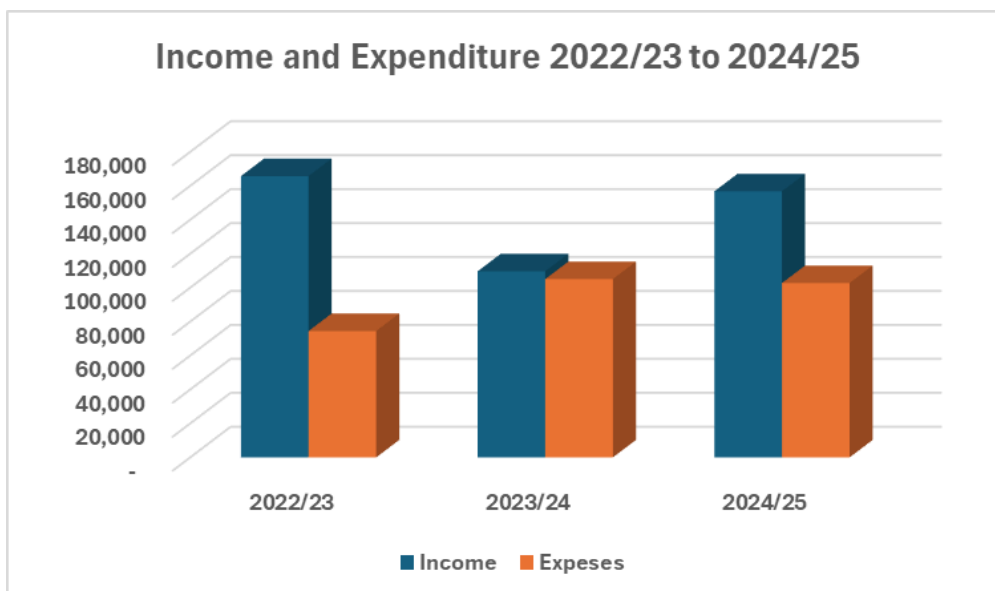
### *A big thank you to all our financial donors in 2024/25*

During the year to 31st March 2025 total income amounted to £156,737 (2023/24 £109,633), with payments totalling £102,704 (£105,052), creating a surplus of £54,034 (£4,581).

General donations were higher than the previous year at £77,470. This is due to one exceptional donation. However the underlying trend is a reduction in donations, which appears to be continuing into 2025/26. The trustees are monitoring the situation and will revive fund raising activities if it looks as though donations will fall below the level required to cover the costs of DDFB core activities.

Expenditure was £2,348 lower than in 2023/24. This is due principally to a reduction in the purchase of food and reduced spend on the premises. Expenditure on the two projects funded by grants from Trussell Trust (Community Organiser and Campaigns Manager and Financial Inclusion) was also marginally lower, but this was fully covered by the grants. The trustees continually monitor expenditure against an agreed budget, always seeking to keep expenditure to a minimum whilst looking for best value for money and ensuring the staff and volunteers have what they need to provide the service to clients.

The foodbank has significant funds, and the trustees are exploring other ways in which they can use these funds to support those in need. In the meantime, funds in excess of those current needs have been placed in interest bearing accounts.



## ***Sources of Income***

### Churches

Financial support from churches has fallen over the last few years to £6,222 this year. Whilst DDFB is not currently as dependent on financial donations from churches as they were in the early days of the foodbank in Devizes, the Trustees really appreciate the support from the local churches in the form of prayer and raising the profile of DDFB, in addition to the food donations.

### Other

With the exception of a one-off donation of £13,500 last year financial support from other sources have also declined over the last few years to £11,984 in 2024/25. DDFB have not actively canvassed for funds for several years and this has had an impact on these donations.

### Personal

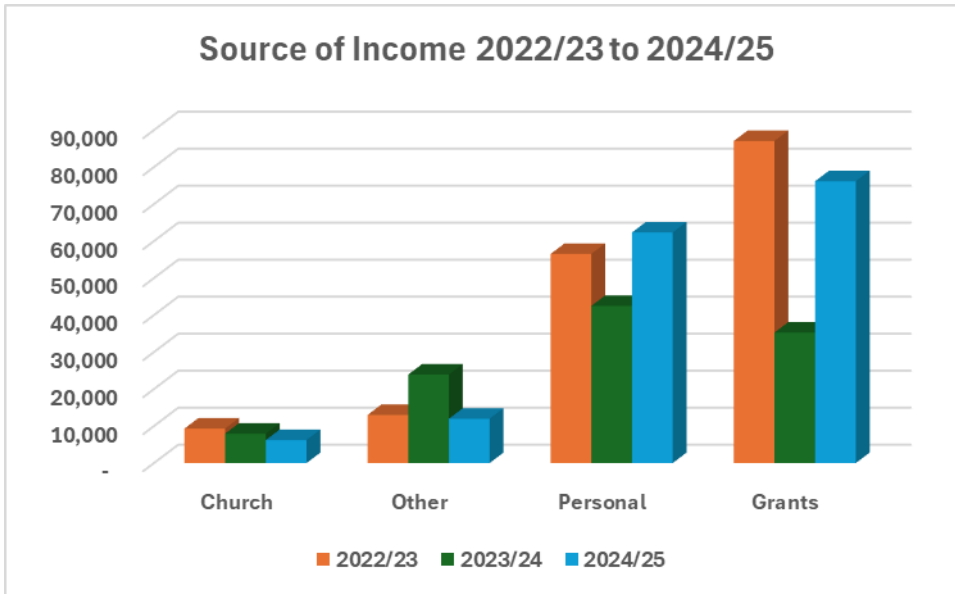
This year Personal donations rose from £42,479 to £62,340, an increase due entirely to a one-off donation of £25,000, a donation for which DDFB are extremely grateful. Without this donation there would have been a further fall in Personal donations. Even without the one-off donation funding from individual accounted for nearly half of DDFB's income (excluding grants). DDFB are particularly grateful to those who have gift aided their regular month amounts. These regular donations provide the trustees with a high level of confidence for the future funding of DDFB.

### Grants

*Community Liaison Manager* (Community Organiser and Campaigns Manage) – The final (year 3) grant of £40,795 was received from Trussell Trust. These funds were to support the Community Liaison Manager's activities only.

*Financial Inclusion* – A grant of £32,021 was received from Trussell Trust to support the second Financial Inclusion Project. DDFB also contribute about £5,000 to the annual costs of this project.

*New Premises* – The final grant funding from Trussell Trust of £3,375 towards the cost of the premises at Glenmore Business Centre was received.



## RESERVES POLICY

The Reserve Policy for DDFB was reviewed in January 2025 and was amended in that DDFB is to hold cash balances not less than the equivalent of total rent payable until the next rent review and six months' running costs. This is to provide the Trustees with security in respect of lease commitments and ensure that there are sufficient funds to meet financial commitments, including payment in full of any notice period to DDFB employees.

Thanks to the generosity of DDFB supporters the Trustees have been able to comply with the Reserve Policy by keep the Contingent Reserve at £35,000. In addition, the Premises Reserve has a balance of £32,000.

## POST YEAR END EVENTS

The Trustees have agreed in principle to fund a further two years of the Financial Inclusion Project from DDFB's own resources, once the Grant funding from ends in May 2026.



**Financial Statements for Devizes & District Foodbank  
for the year ended 31 March 2025**

Correspondence Address:-	Unit 4, Glenmore Business Centre Waller Road Devizes SN10 2EQ
Bankers:-	Lloyds Bank Plc 38 Market Place Devizes SN10 1JD
Trustees:-	Richard S Oliver (Chair) John W Starling (Treasurer) Jeremy Davidson Bridget Selwyn Jasper Selwyn Sanjeen Payne-Kumar (resigned 7 October 2025) Hollie Stoner Karin Cardiff (appointed 4 March 2025)
Independent Examiner:-	Mr James Salter Devizes

## Independent Examiner's Report

### Devizes & District Foodbank

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2025.

#### Responsibilities and basis of report

As the charity trustees of the Trust, 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 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:

- 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 in order to enable a proper understanding of the accounts to be reached.



Mr James Salter

14 June 2025

DEVIZES FOODBANK – STATEMENT OF FINANCIAL ACTIVITIES  
FOR YEAR ENDED 31 MARCH 2025

	2024/25			Total £	2023/24
	Unrestricted Funds £	Designated Funds £	Restricted Funds £		Total £
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>					
<b>Receipts</b>					
Donations	77,470			77,470	72,395
Grants	9,498		66,693	76,191	35,272
Interest	3,076			3,076	1,966
<b>Total Receipts</b>	<b>90,044</b>	<b>0</b>	<b>66,693</b>	<b>156,737</b>	<b>109,633</b>
<b>Payments</b>					
Trussell Trust	0			0	0
Staff	14,629			14,629	14,171
Stationery	659			659	645
Postage	128			128	8
Telephone	801			801	873
Boxes	1,384			1,384	1,588
Equipment	762			762	704
Food	1,604			1,604	3,059
Conference etc.	128			128	84
Insurance	1,440			1,440	1,410
Travel	1,101			1,101	1,001
Vehicle	1,098			1,098	759
Premises	14,215		3,375	17,590	19,854
Other	1,901			1,901	323
Community Liaison Manager	0		33,066	33,066	31,642
Financial Inclusion	0		26,413	26,413	28,932
<b>Total Payments</b>	<b>39,850</b>	<b>0</b>	<b>62,854</b>	<b>102,704</b>	<b>105,052</b>
<b>Balance</b>	<b>50,195</b>	<b>0</b>	<b>3,839</b>	<b>54,034</b>	<b>4,581</b>
Transfer between Funds	(25,800)	25,800		0	
Bank as at 1 April 2024	78,591	128,700	9,632	216,923	
<b>Bank Balance</b>	<b>102,985</b>	<b>154,500</b>	<b>13,471</b>	<b>270,956</b>	<b>216,923</b>

## STATEMENT OF ASSETS & LIABILITIES

	2024/25			2023/24	
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Total
	£	£	£	£	£
Fixed Assets at Net Book Value	6,643			6,643	11,464
<u>Liquid Assets:</u>					
Current Account	2,229		13,471	15,700	14,743
Interest Bearing Account	100,756	154,500		255,256	202,180
Total Liquid Funds	102,985	154,500	13,471	270,956	216,923
Stock at valuation	10,067			10,067	10,116
Liabilities	(8,584)			(8,584)	0
<b>Total Assets less Liabilities</b>	<b>119,695</b>	<b>154,500</b>	<b>13,471</b>	<b>279,081</b>	<b>238,503</b>

## RECONCILIATION OF NET ASSET MOVEMENT

	£
Opening Net Assets	238,503
Surplus/Deficit from current year	54,034
Depreciation charge in period	(4,821)
Movement in Stock	(49)
Movement in Liabilities	(8,584)
<b>Closing Net Assets</b>	<b>279,081</b>

## NOTES TO STATEMENTS

- The Statements of Financial Activities for Devizes & District Foodbank have been prepared using the Receipts and Payments basis. The Net Assets and Liabilities are shown for illustrative purposes.
- The Liquid Fund Balances are as follows:

	2024/25			2023/24	
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Total
	£	£	£	£	£
General Fund	102,985			102,985	78,591
Vehicle Replacement Fund		12,000		12,000	9,000
Asset Replacement Fund		5,500		5,500	4,000
Premises Fund		32,000	0	32,000	48,000
Community Liaison Manager			12,040	12,040	9,632
Financial Inclusion		70,000	1,431	71,431	32,700
Contingency Fund		35,000		35,000	35,000
	<b>102,985</b>	<b>154,500</b>	<b>13,471</b>	<b>270,956</b>	<b>216,923</b>

1. Fixed Asset – Non-consumable items that cost £500 or more.  
 Depreciation – All assets will be fully depreciated over 5 years.  
 Valuation – Value attributed to an asset will be the full purchase price less the appropriate depreciation.  
 After 5 years it will be considered that an asset has no value.

Asset	Date of Purchase	Cost (incl VAT)	No. Years Depreciation	Cumulative Depreciation	Net Book Value
Van HX20GPO	Feb-21	15,000	4	12,000	3,000
Laptop	Oct-22	554	3	332	222
Laptop	Oct-22	554	3	332	222
Racking	Apr-22	6,191	3	3,715	2,476
Furniture	May-22	1,808	3	1,085	723
<b>Total</b>		<b>24,107</b>		<b>17,464</b>	<b>6,643</b>

2. In addition to cash receipts Devizes & District Foodbank has received gift in kind as follows:
- a. Boxes for distribution of food
  - b. Food donations
- 4a. Food Stock as at 31 March 2025
- c. Weight – 3,643kg
  - d. Notional value – £10,067 (based on average value per kg of £2.77 as advised by Trussell Trust)
- 4b. Food donated to Foodbank during year
- e. Weight – 24,548kg
  - f. Notional value – £67,998
- 4c. Food distributed by Foodbank during year
- g. Weight – 25,191kg
  - h. Notional value – £69,779

Approved by the Board of Trustees on 13 June 2025 and signed on its behalf by:



John Starling  
 Treasurer & Trustee  
 14 June 2025

Devizes & District Foodbank is a Registered Charity  
Number: 1179387

Devizes & District Foodbank  
Unit 4, Glenmore Business Centre  
Waller Road  
DEVIZES  
Wiltshire  
SN10 2EQ

Tel. 078 0797 3605

email: [info@devizesdistrict.foodbank.org.uk](mailto:info@devizesdistrict.foodbank.org.uk)

web: [www.devizesdistrict.foodbank.org.uk](http://www.devizesdistrict.foodbank.org.uk)

[www.facebook.com/devizesdistrictfoodbank](http://www.facebook.com/devizesdistrictfoodbank)

**DEVIZES AND DISTRICT FOODBANK**

England & Wales - Charity number 1179387

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# Accounts

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**ANNUAL REPORT**  
for the Year to  
**31st March 2024**



## **STRUCTURE AND GOVERNANCE**

Devizes & District Foodbank is governed by a Constitution and was registered as a Charitable Incorporated Organisation (CIO) on 29 July 2018. However, the Foodbank continued to operate as Devizes Foodbank until 31 March 2019, at which time Devizes & District Foodbank assumed the activities previously undertaken by Devizes Foodbank.

The charity is managed by a board consisting of a maximum of twelve Trustees, who endorse the charitable objectives of the Foodbank and support its compassionate ethos arising from its Christian origins. Trustees meet on a regular basis to set the framework within which the Foodbank operates. They approve all policies, new projects and budgets, and monitor and control the finances of the organisation.

On a day-to-day basis it is the Project Manager, working with other staff, volunteers and agencies who carries out the core activities of the foodbank. It is the manager that has responsibility for the delivery of services and the achievement of objectives.

Risk Assessments have been carried out for all the foodbank's activities, together with appropriate policies, including policies for Health & Safety and Safeguarding.

Devizes & District Foodbank seeks to be transparent in all its activities, so all stakeholders are able to participate in its development.

### **Trustees:**

Richard Oliver (Chairman)	Jacky Thomas (until July 2023)
John Starling (Treasurer)	Sanjeen Payne-Kumar (from May 2023)
Bridget Selwyn	Jeremy Davidson (from January 2024)
Jasper Selwyn	Hollie Stoner (from January 2024)
Nick Tatlock (until October 2023)	

**Project Manager:** Liz Starling

**Community Organiser and Campaigns Manager:** Alex Montegriffo

**Assistant Manager:** Sue Underwood

## **OBJECTIVES of the FOODBANK**

The relief of financial hardship amongst people in Devizes, Wiltshire 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.
- c. supporting Trussell Trust's Together for Change campaign.

The Trustees consider that the activities undertaken by the foodbank to achieve the objectives of the charity have been in compliance with the duties under section 4 of the 2006 Charities Act.

## **A MESSAGE FROM THE CHAIRMAN**

By comparison with the preceding year, 2023/24 has been characterised by somewhat more stability for the Devizes & District Foodbank (“DDFB”); against a backdrop, though, of the continuing macropolitical destabilisation which has been evident since 2016. We are now three years in to our five year plan and we will soon be considering what changes to make thereto as some objectives have been met and others are no longer appropriate, having had time to consider and research them.

Key initiatives and changes during the years can be summarised as follows.

First, in June, thanks to a grant from Trussell Trust we opened a further new front in developing with Citizens Advice Wiltshire a Financial Inclusion capability, whereby we operate - on a two year pilot basis - two sessions each week at our St James Centre outlet, near the town centre. These sessions entail DDFB customers meeting Citizens Advice Wiltshire workers by appointment to ensure that such customers are receiving the correct level of state benefits and /or to get assistance with debt.

Secondly, we are now close to completing a second year of our employment of a community campaigner, who focuses on key local factors underlying poverty. A report summarising this work is provided below and both the Trussell Trust and the DDFB Board of Trustees are very pleased with progress.

Thirdly, in terms of our core mission, mitigating food poverty directly through providing food and other essential items to those who need them, I am pleased to report that the team has made a great success of the new distribution point in Central Devizes at the St James Centre, referred to above. In combination with our warehouse to the North of the town and direct deliveries to the neighbouring towns and villages, we have been able to meet demand successfully. Unlike sister foodbanks elsewhere in the network, we are fortunate that donor contributions have been maintained. Supply and demand are illustrated graphically and analysed below, together with commentary from our Project Manager, Liz Starling.

Fourthly, we continue constantly to renew and review our governance and operations. This is co-ordinated by a designated Trustee. Recently Mr Jeremy Davidson took over from Mr Nick Tatlock in this capacity and we acknowledge with thanks Nick's contribution for more than three years. Further as regards the Board, we welcomed Hollie Stoner as a new Trustee, who is concentrating primarily – initially - on our efforts in the social justice arena.

Earlier this year I was pleased to join the Trussell Trust's Strategy Consultation Group for England South. Early in May, several Trustees and Staff attended the Rolling Roadshow in Bristol. These events prove very effective in keeping us all up to date with how matters are evolving centrally and elsewhere in the network. In the late Spring we were pleased to host the Rt Honourable Michelle Donelan MP, Secretary of State for Science, Innovation and Technology along with local Councillors, agencies and many members of the public at a meeting to discuss issues around poverty in our local area.

Lastly, I must take the opportunity to thank all of our volunteers, staff members and our Trustees for their efforts in our community. This has been a strong year for the organisation in so many respects.

*Richard Oliver, Chairman*  
*May 2024*

## **PROJECT MANAGER'S ANNUAL REPORT 2022-2023**

First and foremost, I want to record my personal thanks and appreciation to Assistant Manager Sue for all her hard work and dedication to Devizes and District Foodbank.

As a foodbank, we continue to value the support we receive from the Trussell Trust Network and especially our area manager Lucy Duffy. The South Coast Cluster meetings are still being held via Zoom and we are reassured to know that the challenges we experience are shared by many other foodbanks as well.

Our volunteers are recruited, managed and contacted through the Trussell Trust Assemble volunteer management system. Most volunteers can email through the system which is a more secure way of messaging. They can view the rota for each week and can add themselves to a shift or remove themselves if they are not available. Although some volunteers have ceased volunteering with us, we have recruited 30 new volunteers in the past year and now have total of 46 volunteers registered with us, of which 43 are active.

We continue to use a delivery model in the SN8 and SN9 areas and this is still working well. We are very grateful to Vincent Stokes our Marlborough co-ordinator who makes sure the emergency food boxes are delivered in a timely manner to these areas.

We are constantly managing our stock levels to ensure we have the right amount of food to pack into our emergency food boxes. Not enough of a particular item and we may end up running out and not being able to put that item in a box, too much of a particular item takes up valuable storage space and there is a risk it may go out of date before it can be used.

We took part in the annual Tesco Winter Food Collection over 3 days at the end of November 23; food collections were also held at Waitrose (December 23) and Morrison's (March 24). These collections were invaluable for bringing in the items we were short of and boosting our stock levels.

Throughout the year, we continued to liaise with schools, churches, and other organisations to encourage donations of food and money ensuring that they were aware of shortages and overstocks. This also meant ensuring that Facebook and website were kept up to date.

The use of E-referrals (on-line vouchers) is now the norm and we no longer see paper vouchers from our partner agencies.

In June 2023 we started a new financial inclusion project and opened up the St James Foodbank Centre holding two sessions a week. People who have a voucher from a partner agency, are able to pick up their food parcels at these sessions. When they arrive at the centre, volunteers

welcome them with a hot drink, offer to refer them to the Citizen's Advice (CA) caseworker attending the session, and provide further signposting support where possible. Our visitors tell us how much they appreciate having someone willing to take the time to listen to them. They also welcome the chance to talk face to face with the CA caseworker.

Thank you to everyone who has helped in anyway during 2023/2024 – it is much appreciated.

*Liz Starling, Project Manager*

*June 2024*

## **COMMUNITY ORGANISER AND CAMPAIGNS MANAGER'S REPORT**

Devizes and District Foodbank has been part of the Trussell Trust's Organising and Local Mobilisation scheme for almost two years, since June 2022. At its core, this scheme is about listening to the community about what is contributing to financial hardship and food bank need locally, and how we can come together to change this. It has been great to speak to so many people in the areas served by the food bank over the last year. Thank you to everyone who has spoken to the Community Organiser about their experiences of financial hardship, and how they want to work towards a UK where no-one is in the position of needing to use a food bank.

The last year has seen local people brought together to challenge issues that are affecting their ability to afford the basics we all need, such as food, heating, clothing and electricity. This includes over 30 people living on the waterways in Wiltshire and across the UK who formed a team called UK Boaters for Energy Justice. This team is calling for the inclusion of all boaters in support given to everyone in England, Scotland and Wales by the UK Government in 2022 and 2023 for rising energy bills. Some boaters received this support later in 2023, but others with certain types of mooring did not, leaving some households unable to heat their boats or buy food for their families as fuel prices rose steeply. The actions and media coverage of the campaigning team led to Wiltshire Council's Public

Health team implementing a £200,000 fund for boaters who hadn't received other support, which reached over 400 boaters in Wiltshire with £600 cash or shopping vouchers. Boaters worked with the Public Health team and Community Organiser to facilitate and distribute this fund, which has had a major impact in allowing households to afford fuel and food.

Through collective action, this group continues to challenge one of the drivers of hardship and food bank need locally. Another team working hard in 2023-24 was the group of parents, guardians and carers calling for Affordable Uniform costs. School uniform can cost between £300 and £500 a year per child, and this cost can push families towards debt or being unable to afford other essentials, and can impact learning if children aren't able to access affordable uniform. After the campaigning team's Affordable Uniform Pledge for Wiltshire, calling on schools to limit branded items amongst other things, Wiltshire Council launched their Affordable Schools Strategy in September 2023. This strategy covers aspects of the school day such as uniform, provision of free school meals, activities and trips. So far, there are around 30 active schools receiving resources and networking on affordability, to benefit all families.

Finally, a new campaign launched in 2024 is seeking to change the fact that 98% of social housing properties nationally are fully unfurnished, without carpets, flooring or curtains. New tenants face costs of hundreds of pounds to make properties liveable, or have to go without the items we all need for insulation, privacy, safety and dignity. National Citizens Advice data shows that social housing tenants are more likely to need support from food banks than people with other tenures, and a group of tenants will be raising awareness of this issue and working with social housing providers to make sure people move into homes not empty shells.

2023-24 has been a busy year, alongside continuing to support the Trussell Trust's Guarantee our Essentials campaign making sure Universal Credit is enough to live off for the six million people receiving it in the UK. Thank you to everyone who has been involved so far, and please get in touch if you'd like to hear more.

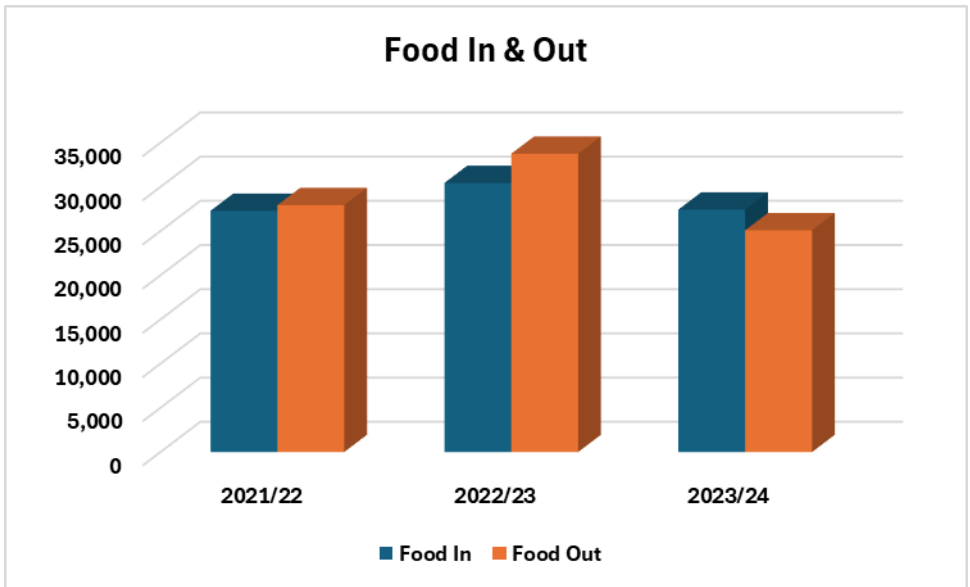
*Alex Montegriffo, Community Organiser and Campaigns Manager  
June 2024*

# FOOD & CLIENTS INFORMATION

## Food In & Out

During the year to 31<sup>st</sup> March 2024 a total of 27,434kg of food was received by Devizes & District Foodbank (DDFB), whilst 25,100kg of food was given out. This has resulted to an increase in stock level at the year end, which stood at 4,268kg. After a few years of fluctuations, the current level of stock is thought to be about right for this time of year when taking into consideration demand and storage capacity. However, the stock is not always of the right mix of food items, which means that some items need to be purchased pending the impact of media updates and the receipt of donations of these required items.

DDFB are extremely grateful to all our food donors who continue to support the foodbank and enable us to keep the purchase of food to a minimum.

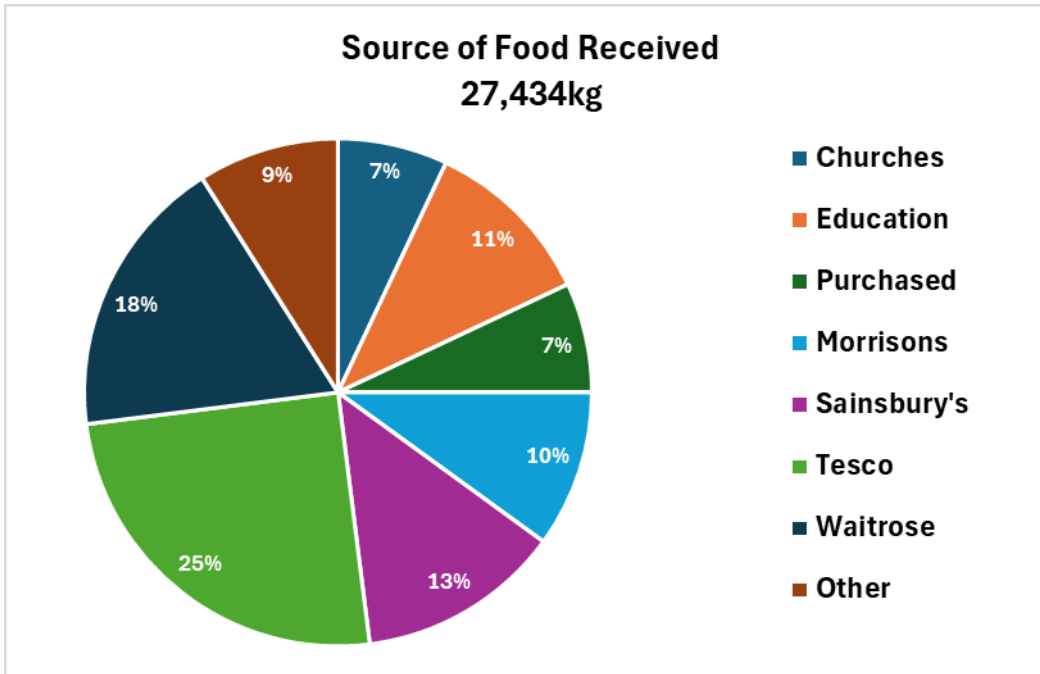


## Donations

Food donations continue to be dominated by food left at collection points in the four main supermarkets within the DDFB area: Morrisons, Sainsbury's, Tesco, and Waitrose. These donations accounted for 66% of all food received and include special collection of food during the year at Tesco, Waitrose and Morrisons. We are very grateful for the help of the volunteers who assisted with these collections.

Food donations which come from schools and churches, often during harvest and Christmas events, increased to 18% of the total and the weight increased to 4.8 tonnes (4.6 tonnes). Donations from other sources (individuals and organisations within the DDFB area) decreased to 9% or 2.6 tonnes.

It has however been necessary to purchase 1.9 tonnes of food due to specific shortages. This is a decrease of 0.3 tonnes of 2022/23 and early indications are that this downward trend will continue in the new year. DDFB are extremely grateful for all food donations provided they are of non-perishable food and in date by at least 4 months.



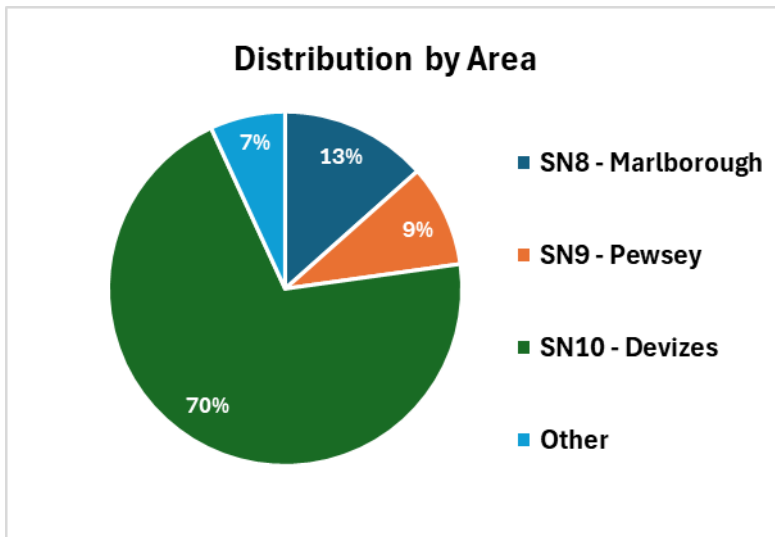
## Distribution

Food is distributed to our clients following a referral from one of the 144 partner agencies registered with DDFB or agencies registered with other Trussell Trust foodbanks. Without these agencies and their referrals DDFB would not be able to operate, and we are pleased to say we have a good working relationship with our partner agents. The top 2 agencies account for 25% of the 1,122 referrals received during the year, and they are:

- Citizens Advice Wiltshire
- Devizes Opendoors

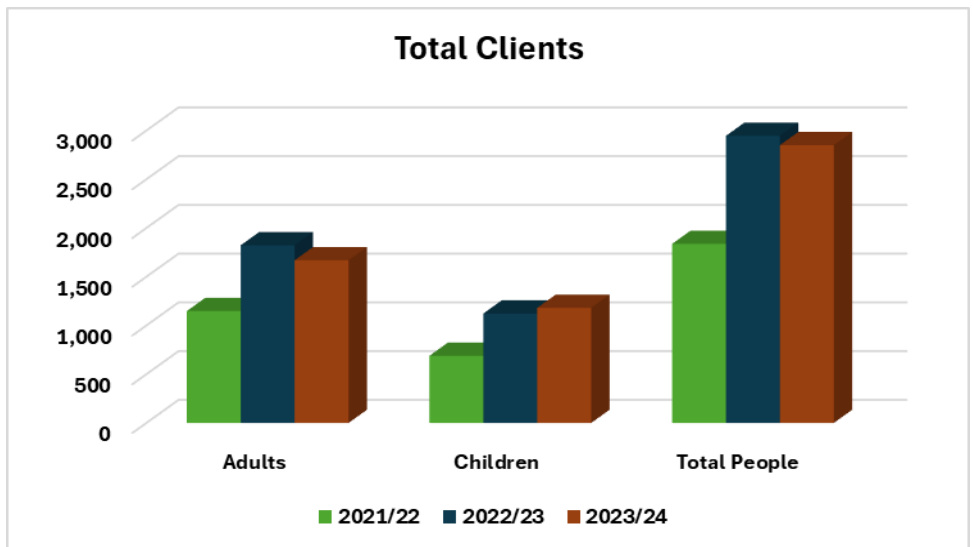
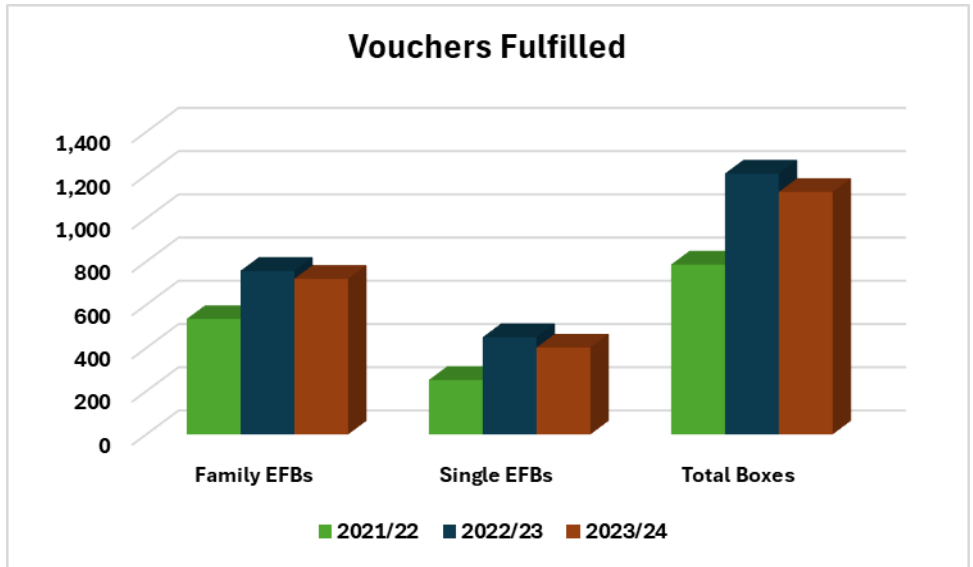
DDFB covers the postal areas SN8, SN9 and SN10. The chart below shows the distribution of food during the year, with 93% of all clients living within these areas. With the opening of St James Centre in June 2023, clients who are able are encouraged to collect their food boxes from there. Food boxes continue to be delivered to clients in SN8 and SN9 postal areas and those who are unable to collect from the warehouse or St James Centre.

The other 7% are clients with no fixed address or reside outside the DDFB distribution area. DDFB are happy to support anyone in need providing they have an authorised voucher from an approved referral agency and can collect from a distribution point.



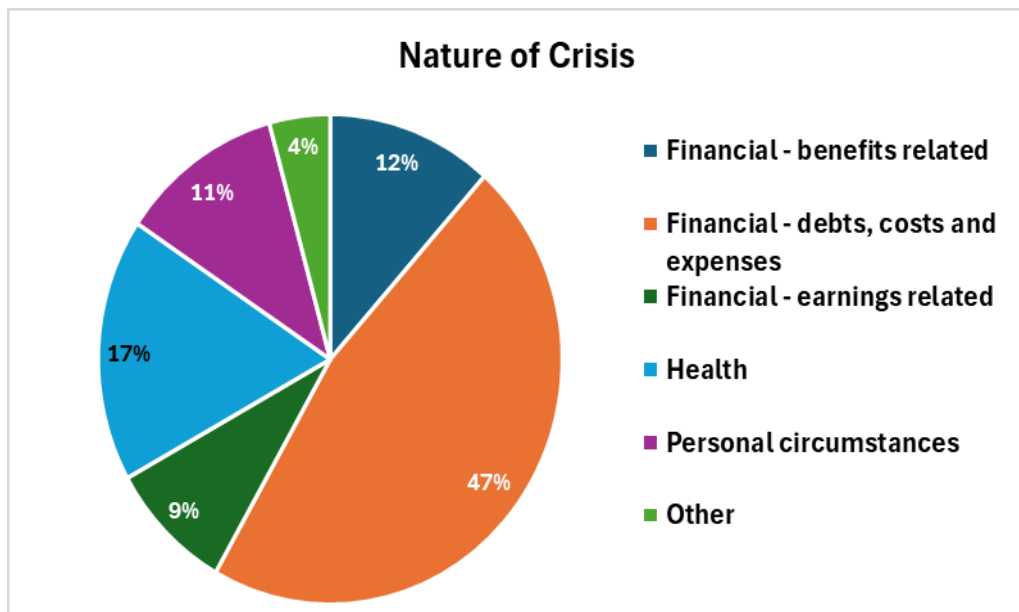
## Clients Fed

In the year to 31<sup>st</sup> March 2023 a total of 1,122 vouchers were fulfilled, a decrease of 7% on the previous year. 1,181 children and 1,669 adults (total 2,850) were fed, a small decrease of 3% on the previous year. Early indications are that this level of demand is likely to continue into the next year.



## Nature of Crisis

The chart below shows the main reasons given for clients needing the support of DDFB during the last year. Financial issues continue to dominate the reasons given for people requiring support from DDFB, included a a main reason by more that 2/3<sup>rd</sup> of requests. It is pleasing to see a further modest reduction in benefit related issues, but there has been an increase in health related issues.



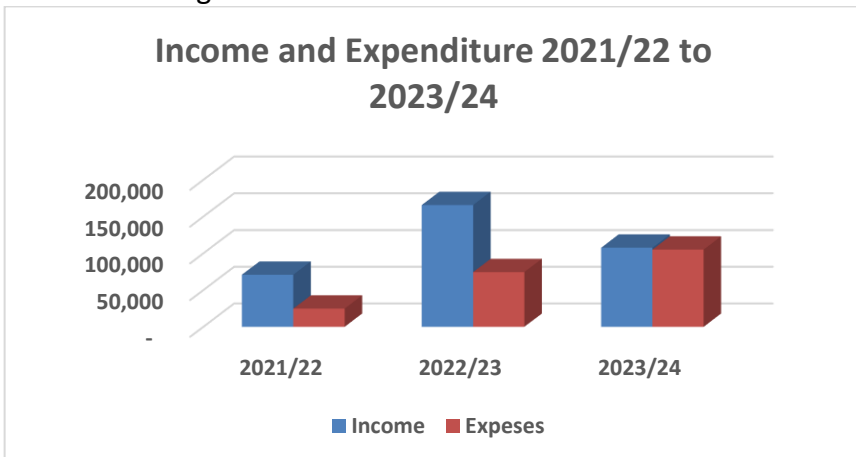
# FINANCE REPORT

## *A big thank you to all our financial donors in 2023/24*

During the year to 31st March 2024 total income amounted to £109,633 (2022/23 £168,030), with payments totalling £105,052 (£74,450), creating a surplus of £4,581 (£93,580). This surplus was achieved despite incurring the first 10 months' cost for the Financial Inclusion project when the funding was received in the previous financial year.

General donations were lower than the previous year, but at £72,395 were higher than budget and more than sufficient to cover the costs of the core objectives of the foodbank. Even with the reduced level of donations the future of the core activities of DDFB in their current format is secure for several years.

The increase in expenditure is due primarily to the cost of the Financial Inclusion project, together with full year costs for the Community Liaison Manager (Community Organiser and Campaigns Manager). Both of these projects are supported by grants from the Trussell Trust. General running costs reflect the annual costs of running the core operations of DDFB, with the cost of move to new premises covered during the previous year. The foodbank has significant funds, and the trustees are exploring other ways in which they can use these funds to support those in need. In the meantime, funds in excess of those current needs have been placed in interest bearing accounts.



The graph on page 16 shows the source of all income over the last 3 years.

### Churches

Donations from churches have eased slightly from the high of £9,322 in 2023/24 to £7,956. The continued support from the local churches, but financial and in other forms, continues to underpin the work of the foodbank.

### Other

Income from other organisations benefited from a one-off donation of £13,500 from an organisation that was winding up. Without this item donations would have fallen from £13,000 to £10,000.

### Personal

Personal donations fell from £56,533 to £42,479 but were still £9,000 above the 2021/22 level. These donations account for 60% of all donations received and DDFB are particularly grateful to those who have gift aided their regular month amounts. These regular donations provide the trustees with a high level of confidence for the future funding of DDFB.

### Grants

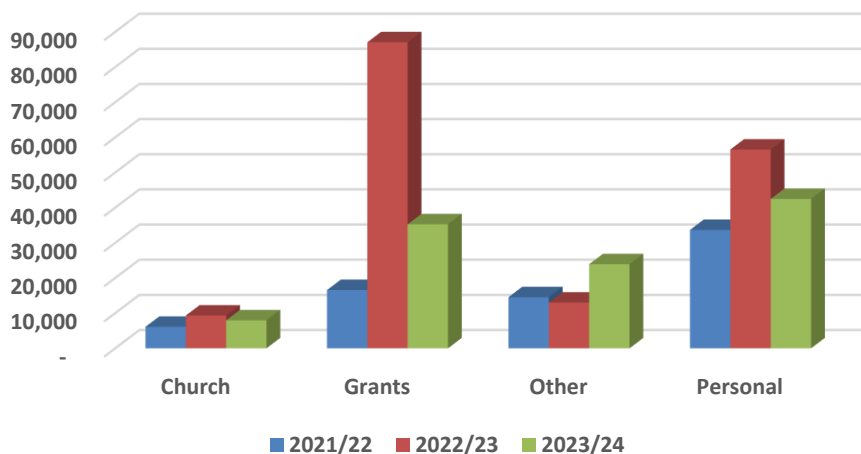
In 2023/34 DDFB received a grant from Trussell Trust of £35,272 for the Community Liaison Manager.

In 2022/23, in addition to the first grant to cover the costs of the Community Liaison Manager, grants totalling £39,360 were received from Trussell Trust to cover the 2023/24 costs for the new Financial Inclusion Project and provide support for the new premises costs (year 2).

In 2024/25 DDFB are expecting further grants from Trussell Trust for the following:

- Financial Inclusion Project
- Community Liaison Manager
- New Premises (year 3)

## Source of Income 2021/22 to 2023/24



### Reserves Policy

The Reserve Policy for DDFB was reviewed in January 2024 and remains unchanged, in that DDFB is to hold cash balances not less than the equivalent of one year's rent and six months' running costs. This is to provide the Trustees with some security in respect of lease commitments and ensure that there are sufficient funds to meet financial commitments, including payment in full of any notice period to DDFB employees. Thanks to the generosity of DDFB supporters the Trustees have been able to comply with the Reserve Policy by increasing the Contingent Reserve to £35,000. In addition, the Premises Reserve has a balance of £48,000.

### POST YEAR END EVENTS

Funding from Trussell Trust for the second year of the Financial Inclusion project has been received.



**Financial Statements for Devides & District Foodbank  
for the year ended 31 March 2024**

Bank:-

Lloyds Bank Plc  
38 Market Place  
Devizes  
SN10 1JD

Independent Examiner:-

Mr James Salter  
Devizes

# Independent Examiner's Report

## Devizes & District Foodbank

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024.

### Responsibilities and basis of report

As the charity trustees of the Trust, 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 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:

- 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 in order to enable a proper understanding of the accounts to be reached.



Mr James Salter  
24 June 2024



**DEVIZES FOODBANK – STATEMENT OF FINANCIAL ACTIVITIES  
FOR YEAR ENDED 31 MARCH 2024**

	2023/24			Total	2022/23
	Unrestricted Funds	Designated Funds	Restricted Funds		Total
	£	£	£	£	£
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>					
<b>Receipts</b>					
Donations	72,395			72,395	81,261
Grants	4,601		30,671	35,272	86,558
Interest	1,966			1,966	211
<b>Total Receipts</b>	<b>78,962</b>	-	<b>30,671</b>	<b>109,633</b>	<b>168,030</b>
<b>Payments</b>					
Staff	14,171			14,171	12,300
Stationery	645			645	1,204
Postage	8			8	44
Telephone	757			757	691
Boxes	1,588			1,588	0
Equipment	704			704	10,223
Food	164		2,895	3,059	3,721
Conference etc.	84		0	84	0
Insurance	1,410		0	1,410	1,271
Travel	644		357	1,001	1,412
Vehicle	759		0	759	340
Premises	14,595		5,259	19,854	18,007
Other	323		0	323	1,321
Community Liasion Manager	(0)		31,757	31,757	23,918
Financial Inclusion Project	1,456		27,477	28,932	0
<b>Total Payments</b>	<b>37,307</b>	-	<b>67,745</b>	<b>105,052</b>	<b>74,450</b>
<b>Excess of Receipts over Payments</b>	<b>41,655</b>	<b>0</b>	<b>(37,074)</b>	<b>4,581</b>	<b>93,580</b>
Transfer between Funds	(23,700)	23,700		0	0
Bank as at 1 April 2023	60,752	105,000	46,589	212,341	118,761
<b>Bank as at 31 March 2024</b>	<b>78,707</b>	<b>128,700</b>	<b>9,516</b>	<b>216,923</b>	<b>212,341</b>

## STATEMENT OF ASSETS & LIABILITIES

	2023/24			Total £
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	
	Fixed Assets at Net Book Value	11,464		
<u>Liquid Assets:</u>				
Current Account	5,227		9,516	14,743
Interest Bearing Account	73,480	128,700		202,180
Total Liquid Funds	78,707	128,700	9,516	216,923
Stock at valuation	10,116			10,116
Liabilities	0			0
<b>Total Assets less Liabilities</b>	<b>100,287</b>	<b>128,700</b>	<b>9,516</b>	<b>238,503</b>

## RECONCILLATION OF NET ASSET MOVEMENT

	£
Opening Net Assets	233,212
Surplus/Deficit from current year	4,581
Depreciation charge in period	(4,820)
Movement in Stock	5,530
<b>Closing Net Assets</b>	<b>238,503</b>

## NOTES TO STATEMENTS

- The Financial Statements for Devizes & District Foodbank have been prepared using the Receipts and Payments basis.
- The Liquid Fund Balances are as follows:

	2023/24				2022/23
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total £	Total £
	General Fund	78,707			78,707
Vehicle Replacement Fund		9,000		9,000	6,000
Asset Replacement Fund		4,000		4,000	2,000
Premises Fund		48,000		48,000	68,972
Community Liaison Manager			9,516	9,516	10,602
Financial Inclusion		32,700		32,700	27,477
Contingency Fund		35,000		35,000	33,000
	<b>78,707</b>	<b>128,700</b>	<b>9,516</b>	<b>216,923</b>	<b>212,341</b>

3. Fixed Asset – Non-consumable items that cost £500 or more.  
 Depreciation – All assets will be fully depreciated over 5 years.  
 Valuation – Value attributed to an asset will be the full purchase price less the appropriate depreciation. After 5 years it will be considered that an asset has no value.

Asset	Date of Purchase	Cost (incl VAT) £	No. Years Depreciation	Cumulative Depreciation £	Net Book Value £
Van HX20GPO	Feb-21	15,000	3	9,000	6,000
Laptop	Oct-22	554	2	222	332
Laptop	Oct-22	554	2	222	332
Racking	Apr-22	6,191	2	2,476	3,715
Furniture	May-22	1,808	2	723	1,085
<b>Total</b>		<b>24,107</b>		<b>12,643</b>	<b>11,464</b>

4. In addition to cash receipts Devizes & District Foodbank has received gift in kind as follows:
- a. Boxes for distribution of food
  - b. Food donations
- 4a. Food Stock as at 31 March 2024
- c. Weight – 4,268kg
  - d. Notional value – £10,116 (based on average value per kg as advised by Trussell Trust)
- 4b. Food donated to Foodbank during year
- e. Weight – 27,434kg
  - f. Notional value – £65,018
- 4c. Food distributed by Foodbank during year
- g. Weight – 25,100kg
  - h. Notional value – £59,488





Devizes & District Foodbank is a Registered Charity  
Number: 1179387

Devizes & District Foodbank  
Unit 4, Glenmore Business Centre  
Waller Road  
DEVIZES  
Wiltshire  
SN10 2EQ

Tel. 078 0797 3605

email: [info@devizesdistrict.foodbank.org.uk](mailto:info@devizesdistrict.foodbank.org.uk)  
web: [www.devizesdistrict.foodbank.org.uk](http://www.devizesdistrict.foodbank.org.uk)

[www.facebook.com/devizesdistrictfoodbank](http://www.facebook.com/devizesdistrictfoodbank)

**DEVIZES AND DISTRICT FOODBANK**

England & Wales - Charity number 1179387

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# Accounts

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**ANNUAL REPORT**  
for the Year to  
**31st March 2023**



## **STRUCTURE AND GOVERNANCE**

Devizes & District Foodbank is governed by a Constitution and was registered as a Charitable Incorporated Organisation (CIO) on 29 July 2018. However, the Foodbank continued to operate as Devizes Foodbank until 31 March 2019, at which time Devizes & District Foodbank assumed the activities previously undertaken by Devizes Foodbank.

The charity is managed by a board consisting of a maximum of twelve Trustees, who endorse the charitable objectives of the Foodbank and support its compassionate ethos arising from its Christian origins. Trustees meet on a regular basis to set the framework within which the Foodbank operates. They approve all policies, new projects and budgets, and monitor and control the finances of the organisation.

On a day-to-day basis it is the Project Manager, working with other staff, volunteers and agencies who carries out the core activities of the foodbank. It is the manager that has responsibility for the delivery of services and the achievement of objectives.

Risk Assessments have been carried out for all the foodbank's activities, together with appropriate policies, including policies for Health & Safety and Safeguarding.

Devizes & District Foodbank seeks to be transparent in all its activities, so all stakeholders are able to participate in its development.

### **Trustees:**

Richard Oliver (Chairman)  
John Starling (Treasurer)  
Imam Hossein (until September 2022)  
Bridget Selwyn  
Jasper Selwyn  
Nick Tatlock  
Jacky Thomas

### **Project Manager:**

Liz Starling

### **Community Organiser and Campaigns Manager:**

Alex Montegriffo

### **Admin Assistant:**

Sue Underwood

## **OBJECTIVES of the FOODBANK**

The relief of financial hardship amongst people in Devizes, Wiltshire 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.
- c. supporting Trussell Trust's Together for Change campaign. s

The Trustees consider that the activities undertaken by the foodbank to achieve the objectives of the charity have been in compliance with the duties under section 4 of the 2006 Charities Act.

## **A MESSAGE FROM THE CHAIRMAN**

This was a remarkable year – particularly in retrospect. On the World stage there were so many adverse economic challenges, but thanks to the strong backing of the Trussell Trust and other significant stakeholders we were nevertheless able to make a lot of strategic improvements. We are now two years in to our five year plan but in fact we have gone beyond this plan in many respects and operate a platform which is significantly more complex and ambitious from that which we had in April 2021 or even 2022.

It has been a very busy time for the organisation and a further year of significant change. There have been a number of initiatives and developments, key ones being as follows.

First, in June, thanks to a grant from Trussell Trust we opened a new front in taking on a full time worker with responsibility for working in the local community to research and report on core factors underlying local food poverty and addressing them directly through local campaigning and lobbying. This led us to recruit Alex Montegriffo who sets out progress to date in the report below. A key aspect is the progression from the aspiration around the strapline “Ending the Need for Foodbanks” to the “Guarantee our Essentials” campaign, which is directly linked to a deeper dive into the social care and social security system and clearly steps out well beyond food to other basic needs. During Challenge Poverty Week, in October 2022, we once again hosted our MP, local Councillors, agencies and many members of the public to discuss issues around poverty in our local area. Key aspects, such as benefits accessibility and reach, were discussed and we are seeing engagement and some progress.

Secondly, having really bedded down our new warehouse successfully in North Devizes, we have recently been able to establish a distribution point in Central Devizes, at the St James Centre, which should make logistics simpler for our users and indeed for a number of our volunteers. Whilst this is a little experimental, we have high hopes that this will become a good base on which to build other activity. We will know more by this time next year.

Thirdly, in terms of our core mission, mitigating food poverty directly through providing food to those who need it, this has been a heavy year since the Cost of Living Crisis took hold following the invasion of Ukraine. Some of the increased usage of our services will be due to the heightened profile of Trussell Trust and as our own Foodbank becomes better known. But there is little doubt that the basic drive behind an upsurge in use has been that, for many individuals, cost escalation has simply exceeded people's available capacity. This is the malign consequence of cost inflation. Increased demand is illustrated graphically and analysed below with commentary from our Project Manager, Liz Starling.

Fourthly, we have constantly to renew and consider our governance approach, which is under the direct supervision of a designated Trustee, Mr Nick Tatlock. As regards the Board, we are very thankful to Mr Imam Hossein, who left the Board this year and who provided significant support to our events, notably in the Devizes Food Festival. We welcomed Mr Sanjeen Payne-Kumar as a new joiner to the Board in May and he is already supporting our efforts in the social justice arena.

Finally it remains for me once again to thank all of our volunteers, staff members and our Trustees. This has been a highly productive year for the organisation in many respects and our firm foundation is due to their efforts.

*Richard Oliver, Chairman*  
*June 2023*

## **PROJECT MANAGER'S ANNUAL REPORT 2022-2023**

Having been based at the Devizes hospital site since 2017, we knew that once the new Health Centre was complete, we would need to find new premises. Rather than wait until the last minute, we started searching for suitable properties and in April 2022, we signed the lease for our new office and warehouse premises at Glenmore Business Centre. It took a

couple of months to get it up and running but we finally held our first volunteering session at the end of May 2022.

Our wonderful Admin Assistant completed her first year with us at the end of February 2022 and has proved to be an invaluable member of our team, even covering my role for three weeks while I was on holiday in New Zealand.

In previous years our workload has varied from week to week; the past 12 months, however, have on the whole been consistently busy. Our end of year figures show that 2022/2023 has been our busiest year ever.

Our volunteers are recruited, managed, and contacted through the Trussell Trust Assemble volunteer management system. Most volunteers can email through the system which is a more secure way of messaging. They can view the rota for each week and can add themselves to a shift or remove themselves if they are not available. Over the past year we have contacted all our non-active volunteers and have removed those who no longer wish to volunteer (this is in line with Data Protection guidance). We now have total of 43 volunteers registered with us, of which 36 are active. 18 of these volunteers have been recruited in the last 12 months.

As a foodbank, we continue to value the support we receive from the Trussell Trust Network and especially our area manager Lucy Duffy. The South Coast Cluster meetings are still being held via Zoom and we are reassured to know that the challenges we experience are shared by many other foodbanks as well.

Ann Yates stepped down from coordinating the Marlborough/Pewsey volunteers in February and was succeeded by Vincent Stokes. We continue to use a delivery model in the SN8 and SN9 areas and this is still working well.

We ran the School Holiday Meals project during the summer, offering a box of food for each week of the holiday for families where children were receiving free school meals. Having children at home means having to find

more food, childcare, and ways to entertain children - all of which costs money. This puts pressure on household budgets making it even harder to ensure that children and families are eating well. The box of food given out goes a small way to ease this pressure. During the Summer 2022 holiday, we gave out boxes to 134 families.

We are constantly managing our stock levels to ensure we have the right amount of food to pack into our emergency food boxes. Not enough of a particular item and we may end up running out and not being able to put that item in a box, too much of a particular item takes up valuable storage space and there is a risk it may go out of date before it can be used.

Throughout the year I continued to liaise with schools, churches, and other organisations to encourage donations of food and money ensuring that they were aware of shortages and overstocks. This also meant ensuring that Facebook and website were kept up to date.

The use of E-referrals (on-line vouchers) is growing, and we are encouraging agencies to use these in preference to the paper vouchers where possible. The added benefit is that agencies registered with other Trussell Trust foodbank can also refer to us.

Thank you to everyone who has helped in anyway during 2022/2023 – it is very much appreciated.

*Liz Starling, Project Manager  
June 2023*

## **COMMUNITY ORGANISER AND CAMPAIGNS MANAGER'S REPORT**

It's been a year since Devizes and District Foodbank joined the Trussell Trust Organising and Local Mobilisation scheme, working to address the local causes of foodbank use so that no-one is in the position of needing a foodbank.

Highlights of the year include a report to Wiltshire Council, widely read, on a significant fund from the Government to local authorities. This involved consulting with foodbank clients and recipients of the fund to ensure it was having a positive impact. One of the outcomes has been a change to the council department distributing the fund, who are working in a more evidence-based way, and with regional charities. It has also meant a proposal for small, local housing associations covering Wiltshire to receive some of the fund, to support their tenants in the Cost of Living Crisis who might be using a foodbank.

Another highlight has been working with Wiltshire Council to distribute an Affordable Uniform Pledge, as part of an ongoing movement to make school uniform more affordable. School uniform is something that families using a foodbank struggle with, as they may be spending £200-400 a year on uniform, and a pledge and guidance have been drafted with the help of families for local schools to sign. This will be passed out to schools by the council.

Finally, a conversation with a foodbank client living full-time on a houseboat raised the issue of the exclusion of most boaters from £600 worth of Government funding for heating and fuel costs, despite a significant rise in fuel costs, and mooring and license fees. As a result, MP Danny Kruger, who had met with some local boaters previously, visited Caen Hill Marina to speak to those affected, and lobbying group the National Bargee Travellers Association. Boaters at the marina had the chance to raise issues with Danny and highlight the impact of the lack of support, and Danny has agreed to several actions such as meeting the minister responsible and working with other MPs to secure a new fund.

Along with the national Trussell Trust campaign, the Essentials Guarantee, these local, community-led campaigns are working to ensure no-one needs to use a foodbank in Devizes and District.

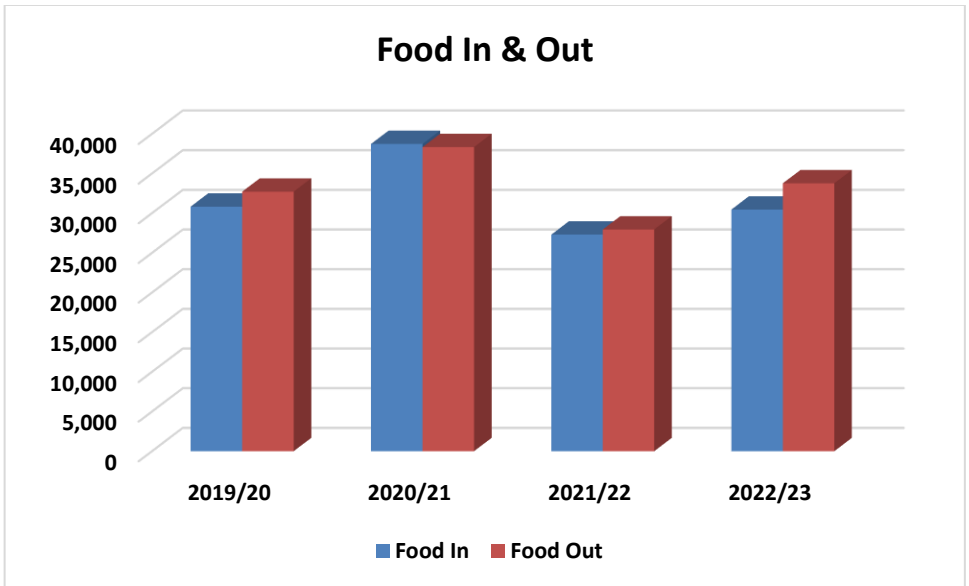
*Alex Montegriffo, Community Organiser and Campaigns Manager  
June 2023*

# FOOD & CLIENTS INFORMATION

## Food In & Out

During the year to 31<sup>st</sup> March 2023 a total of 30,453kg of food was received by Devizes & District Foodbank (DDFB), whilst 33,761kg of food was given out. These figures are increases of 12% and 21% in food in and food out respectively on the figures for 2021/22. There has been a welcome reduction in stock levels over the last few years as the warehouse at Glenmore Business Centre does not have the same capacity as that at the hospital. However, we are now in the unfortunate situation where it is increasingly necessary to buy some items of food where there is a shortage, as the increase in food donations is not keeping up with the increase in demand.

DDFB are extremely grateful to all our food donors who continue to support the foodbank and enable us to keep the purchase of food to a minimum.

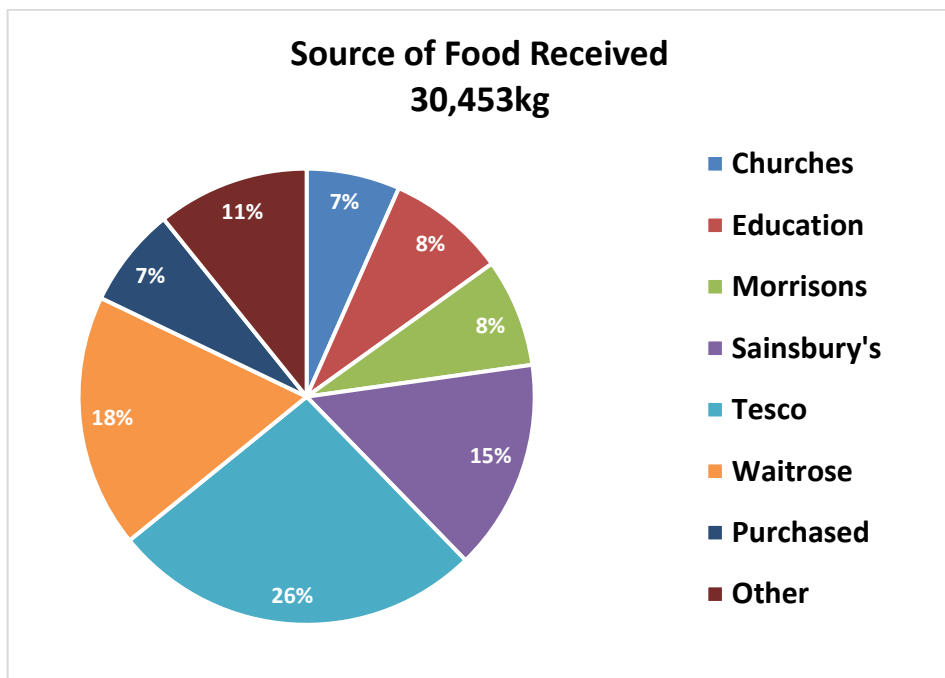


## Donations

Food donations continue to be dominated by donations deposited at the four main supermarkets within the DDFB area: Morrisons, Sainsbury's, Tesco, and Waitrose, where food is left at collection points in these stores, although the donations deposited at Morrisons have reduced by 50% compared with 2021/22. These donations were supplemented by a Tesco Food Collections at the store in Marlborough.

Food donations which come from schools and churches, often during harvest and Christmas events, remain at 15% of the total but increased to 4.6 tonnes (4.0 tonnes). Donations from other sources (individuals and organisations within the DDFB area) have increased to 11% or 3.3 tonnes. It has however been necessary to purchase 2.2 tonnes of food due to specific shortages. This is an increase of 0.7 tonnes of 2021/22 and early indications are that this upward trend will continue in the new year. Fortunately, most of the cost of these purchases was covered by specific grants for the purchase.

DDFB are extremely grateful for all food donations provided they are of non-perishable food and in date by at least 4 months.

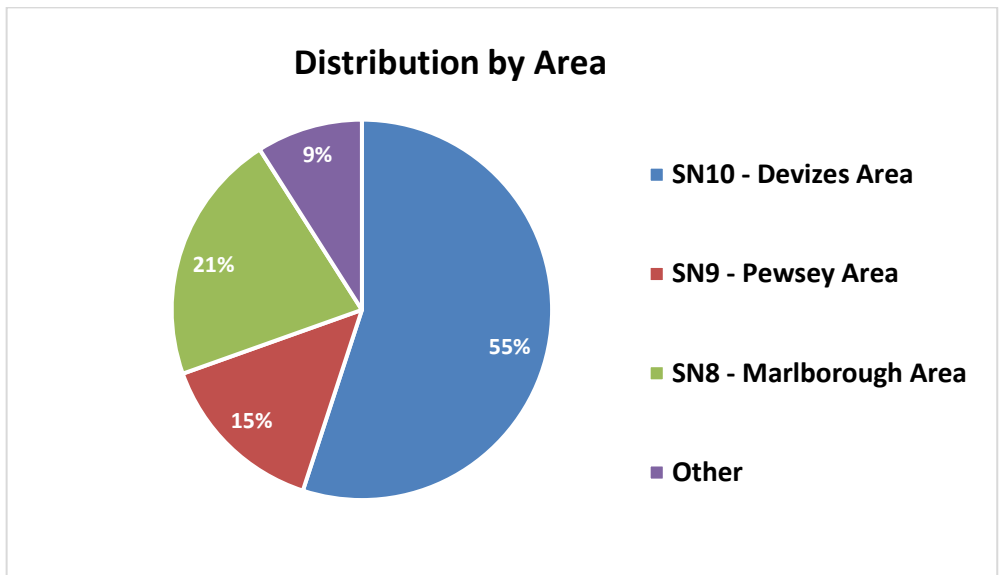


## Distribution

Food is distributed to our clients following a referral from one of our 122 partner agencies. Without these agencies and their referrals DDFB would not be able to operate, and we are pleased to say we have a good working relationship with our partnership. The top 5 agencies account for 50% of the 1,207 referrals received during the year, and they are:

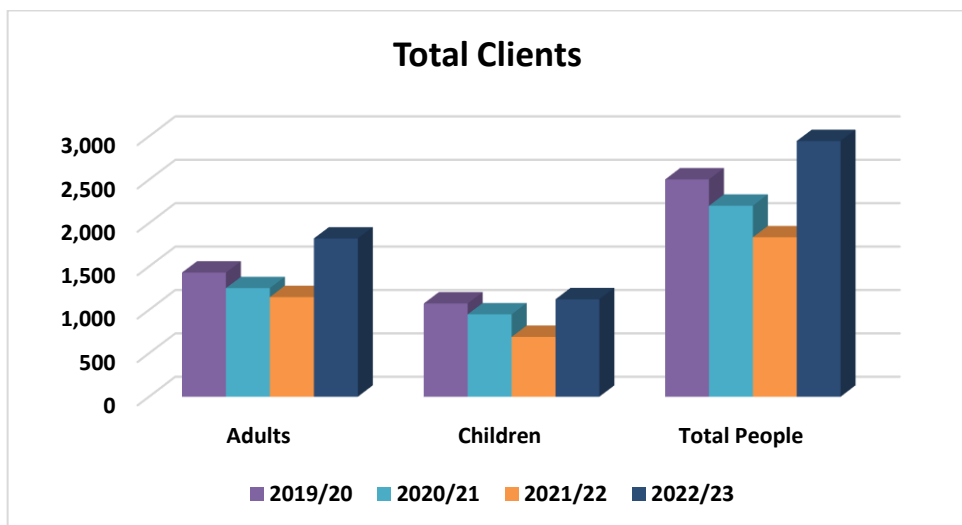
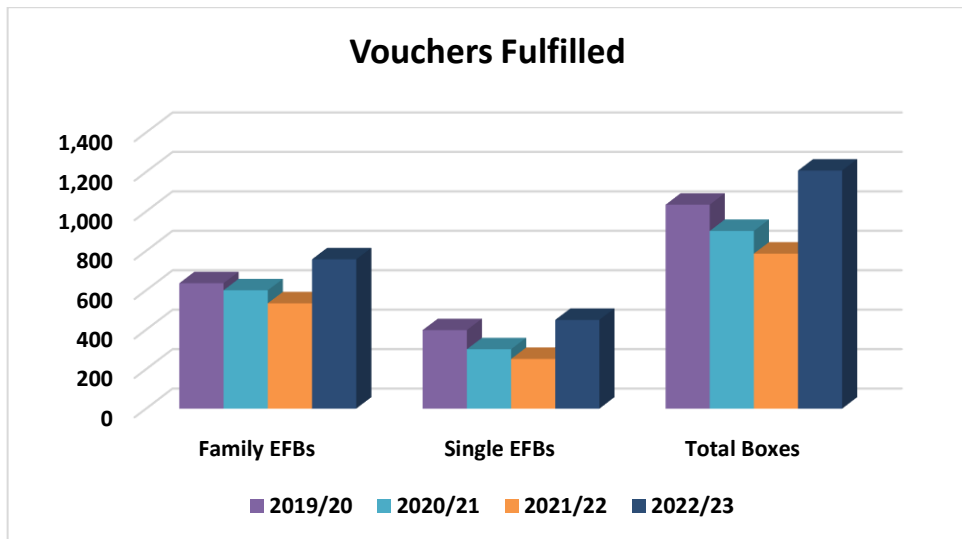
- Marlborough Poverty Action Group
- Citizens Advice Wiltshire
- Devizes Opendoors
- Children's Centre, Devizes
- Christians Against Poverty, Devizes

DDFB covers the postal areas SN8, SN9 and SN10. The chart below shows the distribution of food during the year, with 91% of all clients living within these areas. Food boxes are delivered to clients within these postal areas if they are unable to collect from one of the distribution points. The other 9% are clients with no fixed address or reside outside the DDFB distribution area. DDFB are happy to support anyone in need providing they have an authorised voucher from an approved referral agency and can collect from a distribution point.



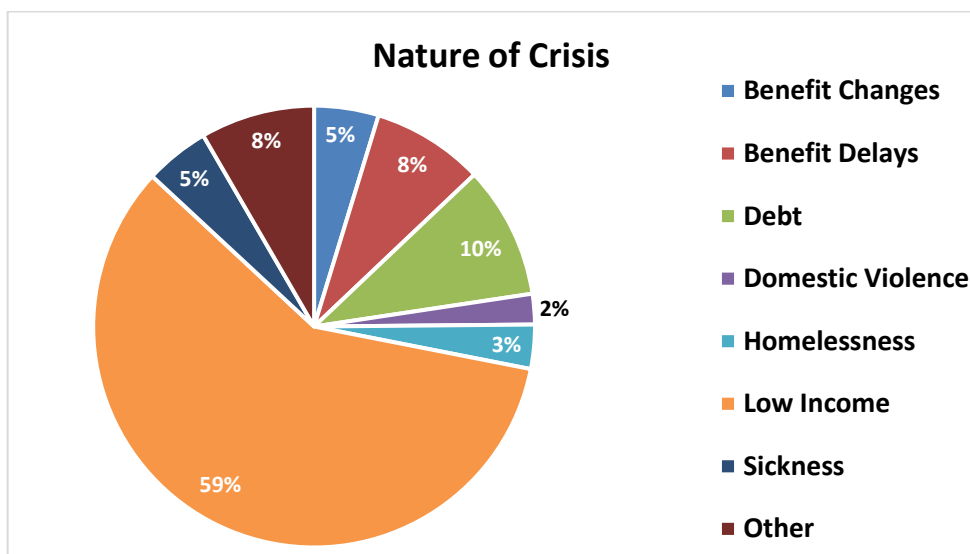
## Clients Fed

In the year to 31<sup>st</sup> March 2023 a total of 1,207 vouchers were fulfilled, an increase of 54% on the previous year. 1,123 children and 1,823 adults (total 2,946) were fed, an overall increase of 60% on the previous year. These figures exclude the children who received school holiday meals. Early indications are that this higher level of demand is likely to continue into the next year.



## Nature of Crisis

The chart below shows the main reasons given for clients needing the support of DDFB during the last year. This year Low Income is the reasons given by more than half of those requiring support from DDFB. All other percentages have reduced compared with 2021/22, with actual number of people with Benefit issues reducing, despite a 54% increase in total referrals. There was also a reduction in the number of referrals listing Debt or Sickness as the main reason for the crisis, but unfortunately both Domestic Violence and Homelessness increased in line with the overall increase in demand.



## FINANCE REPORT

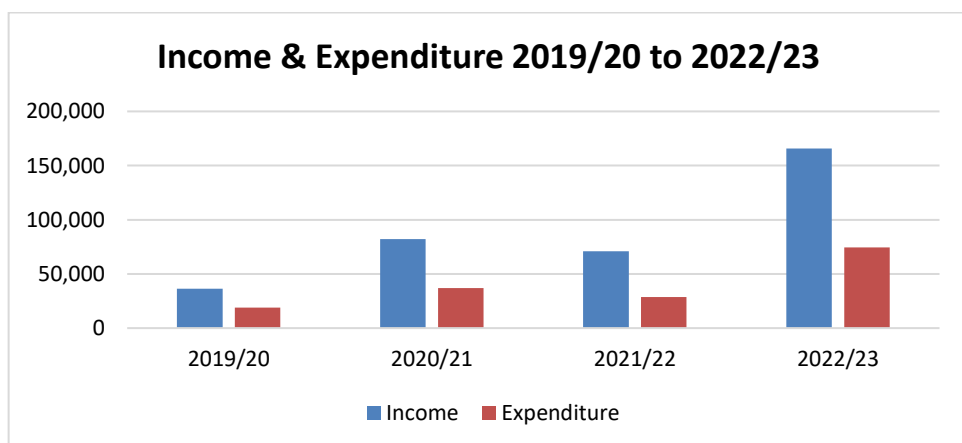
### *A big thank you to all our financial donors in 2022/23*

With the easing of Covid restrictions and the lower profile of foodbanks in the media in 2022 and the pressures on personal income due to high inflation, DDFB had expected donations to struggle to maintain these seen in the previous year. However, due to the generosity of our supporters, donations increased to £78,654, which together with grants amounting to £86,558 gave a total income of £165,712 in the year to 31 March 2023. It should however be noted that £49,000 of the grant funding is to support expenditure in the coming year.

The current level of donations suggests that not only is the future of DDFB secure for the next few years, but that the trustees can also explore other ways in which they can support those in need.

Expenditure increased to £74,250, of which £23,918 was due to specific grant fund activity. The cost of providing DDFB's core service was £50,532, an increase of £21,754 on 2021/22 and reflects the first costs of moving to and renting new premises. It was also necessary to spend £3,721 on the purchase of food for the food boxes, something that is expected to continue, and probably increase, in the coming year.

The surplus for the year was £93,580, although this does include grant funding for 2023/24 of £49,000. Financially DDFB is in a strong position but will only remain so with continued financial support from our donors.

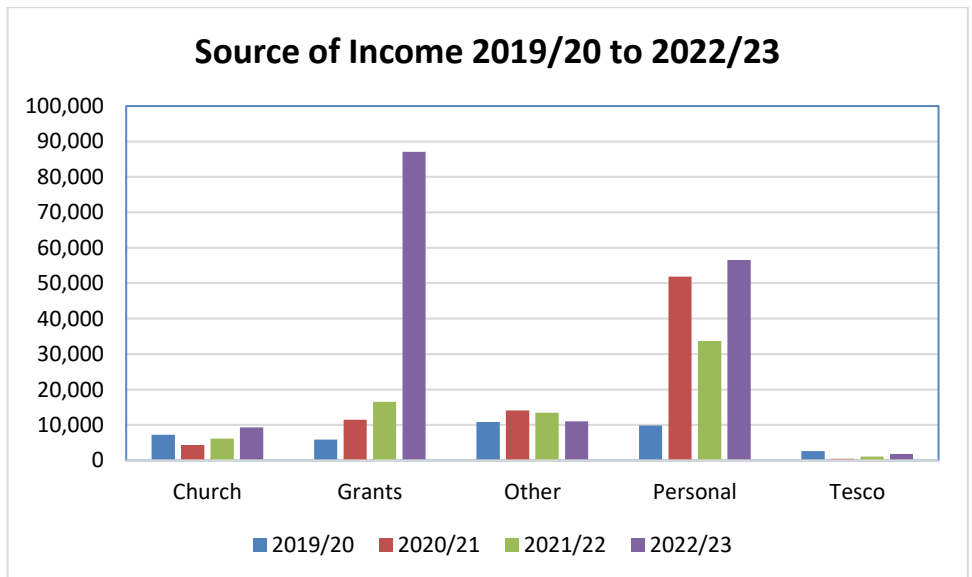


The graph below shows the source of all income over the last 4 years. Donations from churches within the DDFB area have picked up during the last year with the reopening of churches after Covid, this increase more than offsets the reduction in income from other sources. Overall income from churches and other organisations has remained relatively consistent over the last three years at about £20,000, and it is hoped that this will continue.

The increase in personal donations seen in 2020/21 has continued and totalled £56,533 in 2022/23 and represented 72% of donations. Gift Aid Forms have been completed for the majority of the personal donations enabling DDFB to benefit from the HMRC Gift Aid Scheme.

Income from Grants totalled £86,558. This included:

- £39,698 from Trussell Trust to support the Community Organiser and Campaigns Manager
- £2,500 from Wiltshire Council to support the School Holiday Meals
- £5,000 Winter Support Grant from Trussell Trust
- £31,598 from Trussell Trust for the Financial Inclusion Project
- £7,762 from Trussell Trust to support year 2 rent on new premises



## **Reserves Policy**

The Reserve Policy for DDFB was revised in January 2023 and remains unchanged, in that DDFB is to hold cash balances not less than the equivalent of one year's rent and six months' running costs. This is to provide the Trustees with some security in respect of lease commitments and ensure that there are sufficient funds to meet financial commitments, including payment in full of any notice period to DDFB employees. Thanks to the generosity of DDFB supporters the Trustees have been able to comply with the Reserve Policy by increasing the Contingent Reserve to £33,000. In addition, the Premises Reserve has a balance of £68,972.

## **POST YEAR END EVENTS**

The Financial Inclusion Project, funding for which was received in March 2023, started in May 2023.



## Financial Statements for Devizes & District Foodbank for the year ended 31 March 2023

Bank:- Lloyds Bank Plc  
38 Market Place  
Devizes  
SN10 1JD

Independent Examiner:- Mr James Salter  
Devizes

### Independent Examiner's Report

#### Devizes & District Foodbank

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 trustees of the Trust, 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 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:

- 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 in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink, appearing to read "J Salter".

Mr James Salter  
28<sup>th</sup> June 2023



**DEVIZES FOODBANK – STATEMENT OF FINANCIAL ACTIVITIES  
FOR YEAR ENDED 31 MARCH 2023**

	2022/23			2021/22
	Unrestricted Funds	Designated Funds	Restricted Funds	Total
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>				
<b>Receipts</b>				
Donations	81,261			81,261
Grants	10,311		76,247	86,558
Interest	211			211
<b>Total Receipts</b>	<b>91,783</b>	<b>0</b>	<b>76,247</b>	<b>168,030</b>
<b>Payments</b>				
Trussell Trust	0			0
Staff	12,300			12,300
Stationery	1,204			1,204
Postage	44			44
Telephone	691			691
Equipment	9,865		357	10,222
Food	680		3,041	3,721
Conference etc.	0			0
Insurance	1,270			1,270
Travel	518		894	1,412
Vehicle	340			340
Premises	4,595		13,412	18,007
Other	1,321			1,321
Comm Org & Camp Mgr			23,918	23,918
<b>Total Payments</b>	<b>32,828</b>	<b>0</b>	<b>41,622</b>	<b>74,450</b>
<b>Excess of Receipts over Payments</b>	<b>58,955</b>	<b>0</b>	<b>34,625</b>	<b>93,580</b>
Transfer between Funds	(14,000)	14,000		0
Bank as at 1 April 2022	15,797	91,000	11,964	118,761
<b>Bank as at 31 March 2023</b>	<b>60,752</b>	<b>105,000</b>	<b>46,589</b>	<b>212,341</b>
<b>STATEMENT OF ASSETS &amp; LIABILITIES</b>				
Bank Account	10,539	5,000	46,589	62,128
Investment Account	50,213	100,000		150,213
<b>Net Assets &amp; Liabilities</b>	<b>60,752</b>	<b>105,000</b>	<b>46,589</b>	<b>212,341</b>

## NOTES TO STATEMENTS

- The Financial Statements for Devizes & District Foodbank have been prepared using the Receipts and Payments basis.
- The Fund Balances are as follows:

	2022/23			2021/22	
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Total
General Fund	60,752		3,539	64,291	16,438
Vehicle Replacement Fund		6,000		6,000	
Asset Replacement Fund		2,000		2,000	
Premises Rental Charges				0	7,000
Premises Fund		64,000	4,972	68,972	71,323
Community Liaison Manager			10,602	10,602	
Financial Inclusion			27,476	27,476	
Contingency Fund		33,000		33,000	24,000
	<b>60,752</b>	<b>105,000</b>	<b>46,589</b>	<b>212,341</b>	<b>118,761</b>

- Asset – Non-consumable items that cost £500 or more.  
 Depreciation – All assets will be fully depreciated over 5 years.  
 Valuation – Value attributed to an asset will be the full purchase price less the appropriate depreciation. After 5 years it will be considered that an asset has no value.

Asset	Date of Purchase	Cost (incl VAT)	No. Years Depreciation	Depreciation	Value
Van HX20GPO	Feb-21	15,000	2	6,000	9,000
Laptop	Oct-22	554	1	111	443
Laptop	Oct-22	554	1	111	443
Racking	Apr-22	6,191	1	1,238	4,953
Furniture	May-22	1,808	1	362	1,446

- In addition to cash receipts Devizes & District Foodbank has received gift in kind as follows:
  - Boxes for distribution of food
  - Food donations
- Food Stock as at 31 March 2023
  - Weight – 1,935kg
  - Notional value – £4,586 (based on average value per kg as advised by Trussell Trust)
- Food donated to Foodbank during year
  - Weight – 30,453kg
  - Notional value – £72,173
- Food distributed by Foodbank during year
  - Weight – 33,761kg
  - Notional value – £80,014

Devizes & District Foodbank is a Registered Charity  
Number: 1179387

Devizes & District Foodbank  
Unit 4, Glenmore Business Centre  
Waller Road  
DEVIZES  
Wiltshire  
SN10 2EQ

Tel. 078 0797 3605

email: [info@devizesdistrict.foodbank.org.uk](mailto:info@devizesdistrict.foodbank.org.uk)  
web: [www.devizesdistrict.foodbank.org.uk](http://www.devizesdistrict.foodbank.org.uk)

[www.facebook.com/devizesdistrictfoodbank](http://www.facebook.com/devizesdistrictfoodbank)

**DEVIZES AND DISTRICT FOODBANK**

England & Wales - Charity number 1179387

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# Accounts

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**ANNUAL REPORT**  
for the Year to  
**31st March 2022**



## **STRUCTURE AND GOVERNANCE**

Devizes & District Foodbank is governed by a Constitution and was registered as a Charitable Incorporated Organisation (CIO) on 29 July 2018. However, the Foodbank continued to operate as Devizes Foodbank until 31 March 2019, at which time Devizes & District Foodbank assumed the activities previously undertaken by Devizes Foodbank.

The charity is managed by a board consisting of a maximum of twelve Trustees, who endorse the charitable objectives of the Foodbank and support its compassionate ethos arising from its Christian origins. Trustees meet on a regular basis to set the framework within which the Foodbank operates. They approve all policies, new projects and budgets, and monitor and control the finances of the organisation.

On a day-to-day basis the Project Manager works with the volunteers and agencies to carry out the ongoing activities of the foodbank. It is these managers that have responsibility for the delivery of services and the achievement of objectives.

Risk Assessments have been carried out for all the foodbank's activities, together with appropriate policies, including policies for Health & Safety and Safeguarding.

Devizes & District Foodbank seeks to be transparent in all its activities, so all stakeholders are able to participate in its development.

### **Trustees:**

Richard Oliver (Chairman)

John Starling (Treasurer)

Imam Hossein

Bridget Selwyn

Jasper Selwyn

Nick Tatlock

Jacky Thomas

### **Project Manager:**

Liz Starling

### **Food and Volunteer Manager:**

Michelle Russell (until Feb 2022)

### **Admin Assistant:**

Sue Underwood (from March 2022)

## **OBJECTIVES of the FOODBANK**

The relief of financial hardship amongst people in Devizes, Wiltshire 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.

The Trustees consider that the activities undertaken by the Foodbank to achieve the objectives that the charity has complied with the duties under section 4 of the 2006 Charities Act.

## **A MESSAGE FROM THE CHAIRMAN**

In April 2021 I took over the chairmanship from Jasper Selwyn, who served as Chairman for two years but who has been associated with our Foodbank almost since inception as a volunteer and also trustee and who – thankfully for us – continues as one of our seven trustees. We are greatly indebted to him.

In summary, it has been a very busy time for the organisation and a time of significant change. In July 2021 we had a seminal strategy session with Trussell Trust Area Manager Lucy Duffy who briefed on the “Together for Change” direction of travel. We used that meeting to set out a five year programme, which we are now twelve months into. Organisationally this has set us down a number of paths which I will mention in turn.

First, we established a Premises Committee to enable us to focus a team on our imminent need to move our store as our previous site was slated for re-development, formally from July 2022. We moved into our new site in North Devizes in May 2022 and the whole process was managed very smoothly and effectively by Project Manager Liz Starling, following a process of search and due diligence. Our move was greatly facilitated by a Strategic Facilities Grant from the Trussell Trust. The Trustees continue to strategise concerning any town centre presence, with many factors at play. Outside Devizes, notably in Marlborough and Pewsey, we continue the direct delivery model which really came into its own during the worst throes of the pandemic and has become well-established and an efficient use of time. We are grateful to Ann Yates who leads for us in Marlborough and Pewsey.

Secondly, we re-launched the Operations Group, comprising volunteers, staff and Trustees to take a dynamic approach to best practice, feedback and issues as they arise.

Thirdly, we took a proactive approach to supporting the Trussell Trust’s agenda of changing communities with its long-term vision of “ending the need for Foodbanks”. During Challenge Poverty Week, in October 2021, we hosted our MP, local Councillors, agencies and many members of the

public to discuss issues around poverty in our area. This led us quickly to getting involved with work going on nationally to research, understand, address and help to rectify local causes of a poverty from a ground-up level. As part of just the second cohort of Foodbanks leading this work, our natural focus will be on the specific socioeconomic factors underlying poverty in a market town and its outlying villages. Trussell Trust are funding this as a three-year project and we expect progressively to have an ever better understanding of where and how problems arise and the best way of dealing with them.

Fourthly, we have constantly to renew and consider our governance approach and our annual Governance Healthcheck helps us to do exactly that. A Trustee has been appointed to supervise Policies, Procedures, Safeguarding and Risk. At least once per annum we formally review as a Board where we stand as regards all policies, with any new policies coming into force as and when required via monthly releases from the Trussell Trust.

Finally it remains for me to thank all of our volunteers, staff members and not forgetting our Trustees. This has been a strong year for the organisation in many respects and our firm foundation is due to them.

*Richard Oliver, Chairman*

## **PROJECT MANAGER'S ANNUAL REPORT 2021-2022**

The end of March 2022 saw quite a few changes to Devizes and District Foodbank (DDFB). Michelle Russell who had been our Food and Volunteer Manager since June 2017, felt it was time for her to step down and she left mid-February. I want to record my personal thanks and appreciation to Michelle for the tireless way she kept the warehouse (and the volunteers!) organised and to say that we do miss her. It was decided not to fill the role but instead to recruit an Admin Assistant who would be able to deal with the phone calls and emails and vouchers that come in. Sue Underwood was appointed at the beginning of March and is already an invaluable member of our team.

Our workload varies from week to week. Some weeks we can be very busy fulfilling up to 30 vouchers, other weeks it may be as low as 10. We allocate tasks to our volunteers accordingly so if we don't need emergency food boxes made up, they will be sorting food or other such tasks.

Our volunteers are recruited, managed and contacted through the Trussell Trust Assemble volunteer management system. Most volunteers can email through the system which is a more secure way of messaging. They can view the rota for each week and can add themselves to a shift or remove themselves if they are not available. We currently have a total of 67 volunteers registered with us but not all are active. For example, there are 42 Devizes volunteers but only 22 of those are actively volunteering at present.

As a foodbank, we continue to value the support we receive from the Trussell Trust Network and especially our area manager Lucy Duffy. It was good to be able to join in with the South Coast Cluster meetings without the need to travel as these were held via Zoom. We are reassured to know that the challenges we experience are shared by many other foodbanks as well.

Ann Yates continues to manage the Marlborough volunteers who have been busy delivering emergency food boxes to people in the Pewsey and Marlborough areas. Using a delivery model in the SN8 and SN9 areas works well and the volunteers prefer this to the drop in sessions that used to be held where a couple of volunteers would be at the venue for 2 hours and only see one or two people, if that.

We continued with the School Holiday Meals, project offering a box of food for each week of the main school holidays for families where children were receiving free school meals. Having children at home means having to find more food, childcare, and ways to entertain children - all of which costs money. This puts pressure on household budgets making it even harder to ensure that children and families are eating well. The box of food given out goes a small way to ease this pressure. During the Summer 2021 holiday, we gave out boxes to 62 families. We suspect that demand was low as families had also been given government vouchers. Christmas 2021 saw an increase and we gave out boxes to 94 families from local schools.

Tesco ran two National Food Collections in July and November but as our stock levels were still high, especially after the harvest donations in September and October, we maintained a low profile, collecting 830kg of food in July (providing 2370 meals to families in crisis) and 498kg of food in November (providing 1423 meals to families).

We are constantly managing our stock levels to ensure we have the right amount of food to pack into our emergency food boxes. Not enough of a particular item and we may end up running out and not being able to put that item in a box, too much of a particular item takes up valuable storage space and there is a risk it may go out of date before it can be used.

Throughout the year I continued to liaise with schools, churches, and other organisations to encourage donations of food and money, ensuring that they were aware of shortages and overstocks. This also meant ensuring that Facebook and website were kept up to date.

I am really pleased to report that 12 new agencies signed up or renewed their registration form in 2021/2022. We continue to encourage the use of E-referrals where possible.

We currently have 128 agencies listed on the data system but only 76 are actually registered with us; the others may be agencies that have collected a one-off box and we have no further contact with. In addition to agencies registered with DDFB, there are the agencies registered for E-referral with other Trussell Trust foodbanks who we often received referrals from.

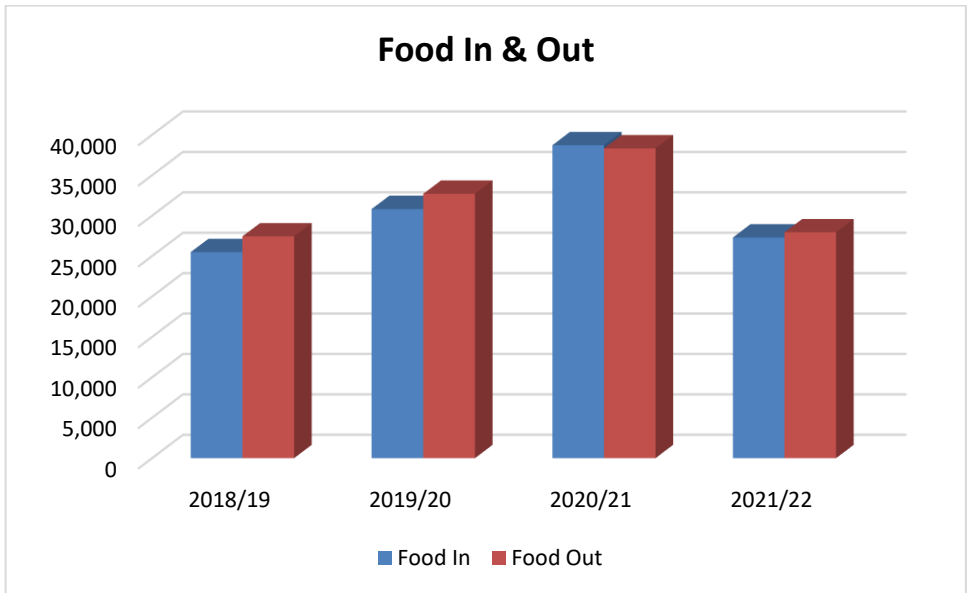
Thank you to everyone who has helped in any way during 2021/2022 – it is very much appreciated.

*Liz Starling, Project Manager*

# FOOD & CLIENTS INFORMATION

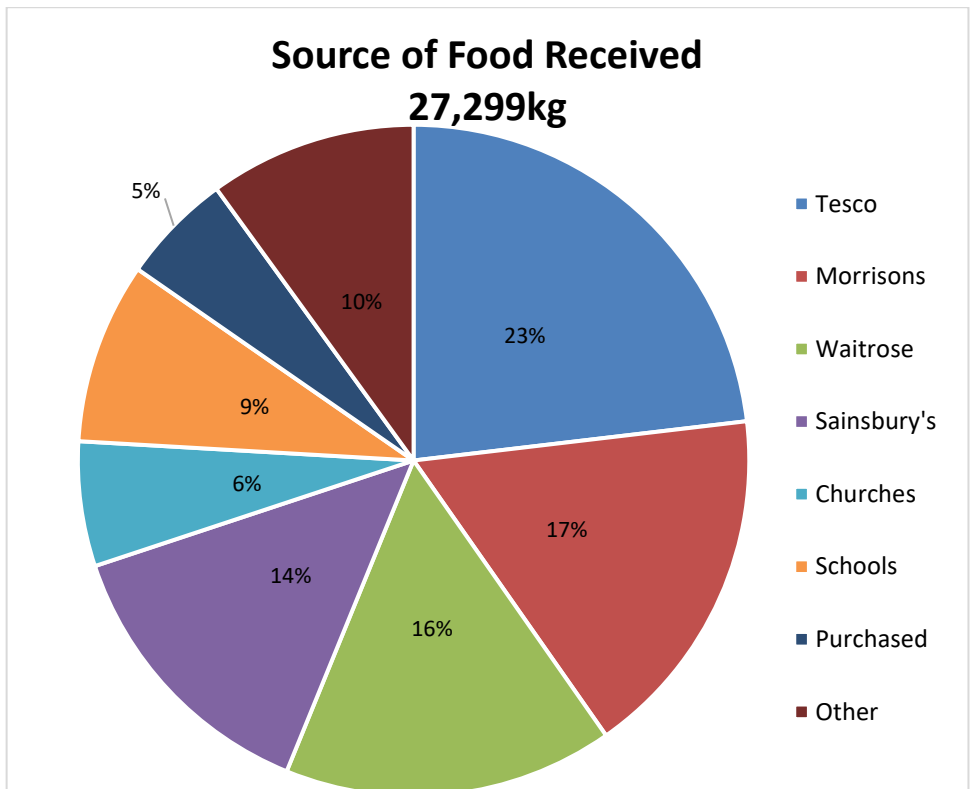
## Food In & Out

During the last year 27,299kg of food was donated to Devizes & District Foodbank (DDFB), and 27,940kg of food given out. These figures are increases of 7% and 2% respectively on the figures for 2018/19. There has been a steady reduction in stock levels over the last few years to a level that will be manageable in the new warehouse. However, thanks to the generosity of our donors, general stock levels were, and continue to be, adequate to meet demand, although there are occasional shortages of some items.



## Donations

Food donations continue to be dominated by donations deposited at the four main supermarkets within the DDFB area: Morrison's, Sainsbury, Tesco, and Waitrose, where food is left at collection points in these stores. This was supplemented by two Tesco Food Collections at the store in Marlborough. Food donations which come from schools and churches, often during harvest and Christmas events, remain at 15% (4.0 tonnes) of the total. Donations from other sources (individuals and organisations within the DDFB area) have reduced to 10% or 2.7 tonnes. It has however been necessary to purchase 1.4 tonnes of food due to specific shortages. Most of the cost of these purchases was covered by specific grants for the purchase. DDFB are extremely grateful for all food donations provided they are of non-perishable food and in date by at least 4 months.



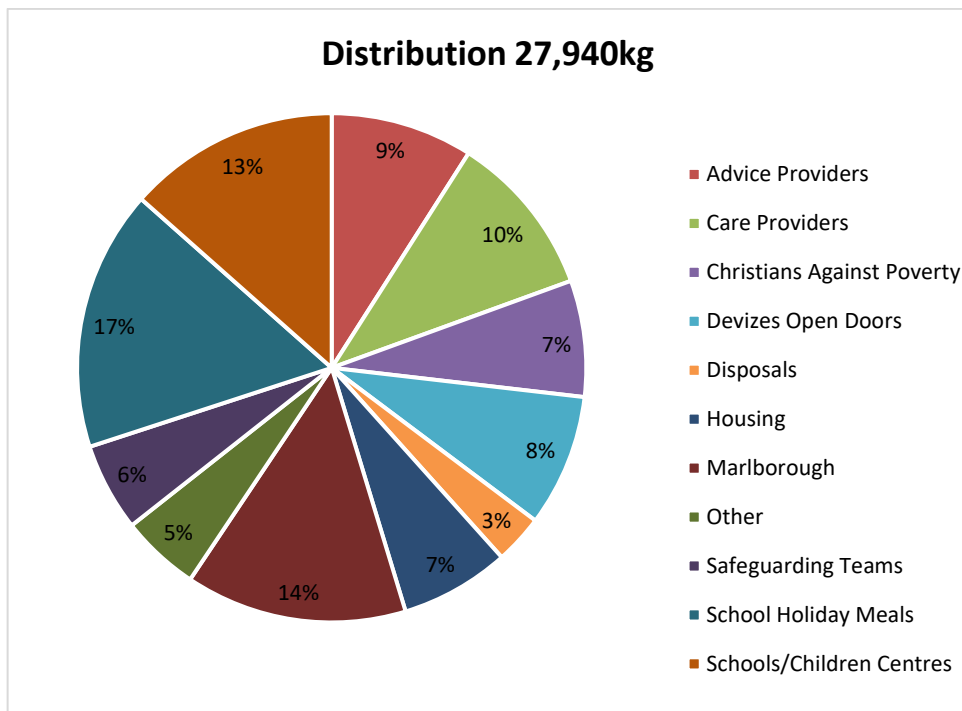
## Distributors

The chart below shows the areas covered by our 128 partner agencies and the proportion of food that has been given out during the year in these areas.

The figure for Marlborough represents food distributed by the DDFB Marlborough centre which would otherwise fall into most of the other categories. DDFB are extremely grateful for the help and support of our partner agencies, without whom we would not be able to support our clients. These agencies also provide an invaluable service to the community.

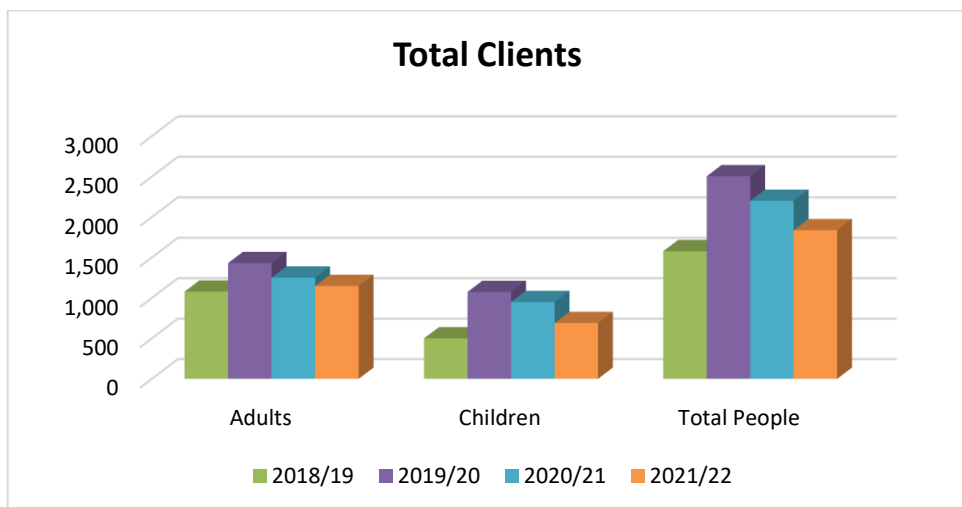
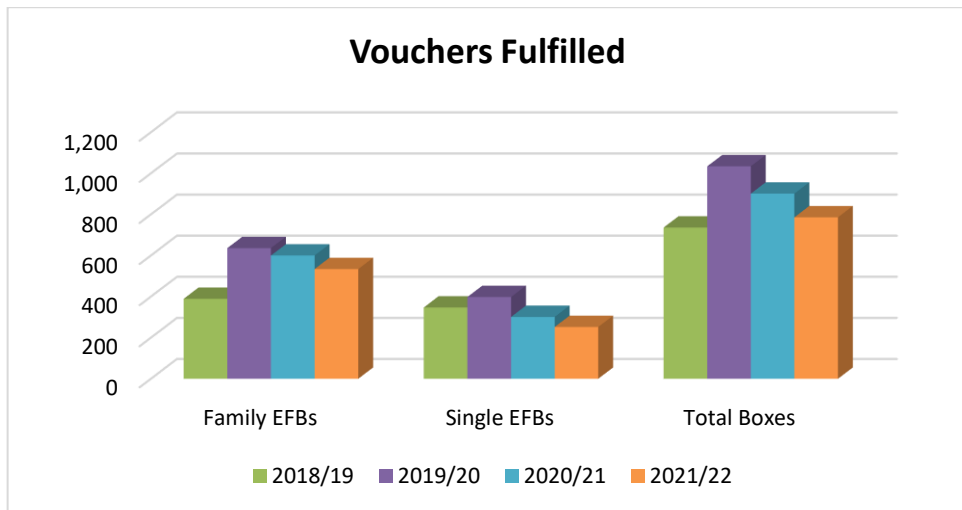
The figures include 4.6 tonnes of food provided under the School Holiday meals project. This is the largest single area of distribution, indicating the importance of this work.

Unfortunately, we also had to dispose of 869kg of food as it was either out of date or damaged and could not be given to clients.



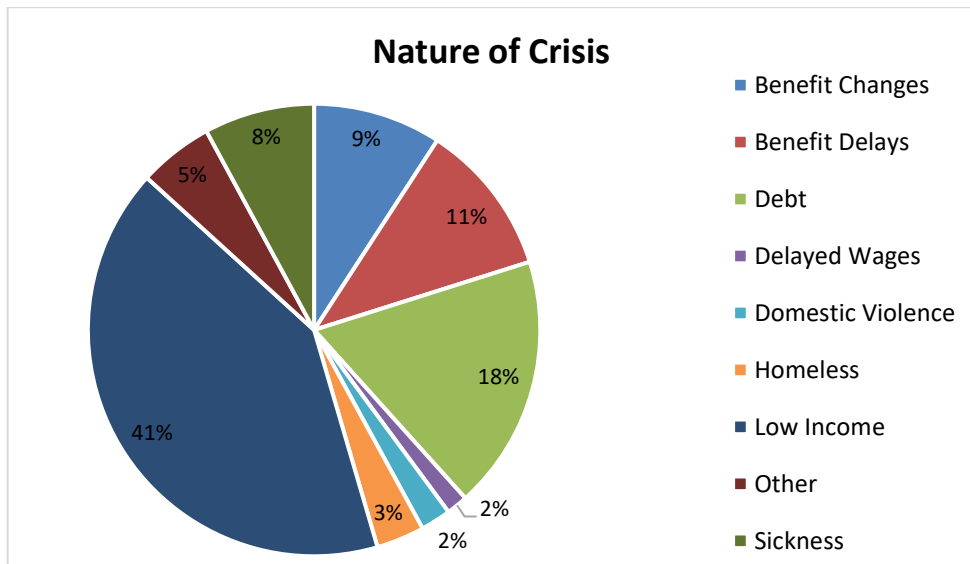
## Clients Fed

In the year to 31<sup>st</sup> March 2022 a total of 786 vouchers were fulfilled, a decrease of 13% on the previous year, but a 7% increase on 2018/19. 689 children and 1,148 adults (total 1,839) were fed, a decrease of 17% on the previous year but a 16% increase on 2018/19. These figures exclude the children who received school holiday meals.



## Nature of Crisis

The chart below shows the main reasons given for clients needing the support of DDFB during the last year. Low income continued to dominate the reasons given for requiring support from DDFB, whilst issues with benefits have increased from 17% last year to 20% this year. These, together with debt, account for 79% of the referrals.



# FINANCE REPORT

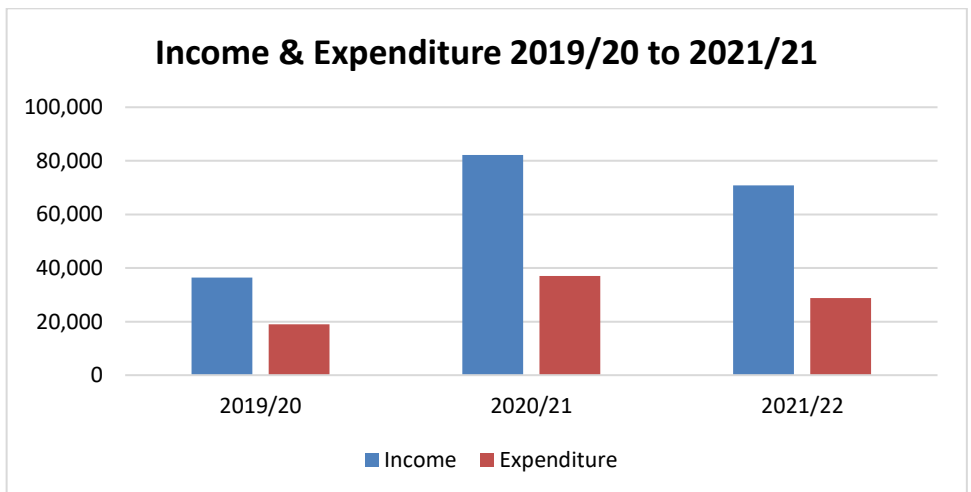
## *A big thankyou to all our financial donors in 2021/22*

With the easing of Covid restrictions and the lower profile of foodbanks in the media throughout the last year, it is not surprising that DDFB income reduced from £82,169 in the year to March 2021 to £70,899. This despite an increase in grants received from £11,509 to £18,744.

Donations for the year totalled £52,149. This is £18,500 less than the previous year and closer to a level that is expected in the future, and a level that will ensure DDFB's immediate future.

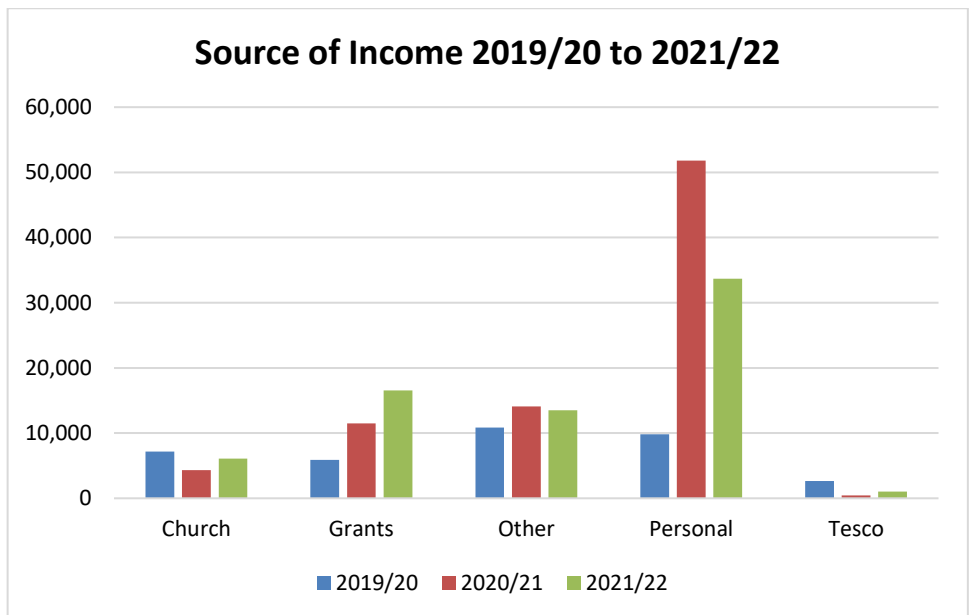
Expenditure was £28,778, a reduction of £8,308 on the previous year (which included the purchase of a new van). Expenditure included £4,166 spent on items of food where stocks were low (£2,215 funded by grants) and £4,959 on costs related to the move to new premises. This was the first time for many years that it was necessary to spend significant sums on the purchase of food, but some grant funders and donors have requested that their financial contributions are spent this way.

The surplus for the year was £42,121. This has left DDFB in a strong position to enter into a 10-year lease (with a 5-year break clause) for new premises in March 2022, and to refurbish the premises prior to full occupation in May 2022.



The graph below shows the source of all income over the last 3 years. There was a significant reduction in 'one-off' personal donations, although regular donations have remained strong (£33,669 down from £51,820). This reduction was not unexpected, and the Trustees consider that this lower level is closer to the level expected in the future. Combined income from churches and other organisations has remained relatively consistent over the last three years at £18-£20,000, and it is hoped that this will continue.

During the year Grants totalling £18,747 were received. This included £13,021 from Trussell Trust towards the rent for 2022/23, £2,500 from Wiltshire Council Covid 19 Grant Scheme, £1,050 from Area Boards toward the cost of the new van, together with £1,675 from Waitrose and £500 for Sainsburys both for general running costs.



## **Reserves Policy**

With the increased financial commitment of a 10-year lease (with a 5-year break clause) on the warehouse the Trustees considered it appropriate to review the Reserve Policy for DDFB.

As a result of this review the Reserve Policy for DDFB was revised in January 2022 to hold cash balances not less than the equivalent of one year's rent and six months' running costs. This is to provide the Trustees with some security in respect of lease commitments and ensure that there are sufficient funds to meet financial commitments, including payment in full of any notice period to DDFB employees.

Thanks to the generosity of DDFB supporters the Trustees have been able to comply with the Reserve Policy by increasing the Contingent Reserve to £24,000. In addition, the Premises Reserve has a balance of £71,323. The Premises Rental Charges reserve is expected to be released when DDFB fully vacate Devizes Community Hospital.

## **POST YEAR END EVENTS**

DDFB formally relocated to the new warehouse in May 2022. At the time of this report the full costs of operating from the new premises are still being clarified, but with the assistance of grants received, it is expected that these costs will be affordable for the foreseeable future.

# Financial Statements for Devizes & District Foodbank for the year ended 31 March 2022

Bank:- Lloyds Bank Plc  
38 Market Place  
Devizes  
SN10 1JD

Independent Examiner:- Dr Charles Markus  
Porch House  
Potterne

## Independent Examiner's Report

### Devizes & District Foodbank

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

#### Responsibilities and basis of report

As the charity trustees of the Trust, 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 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:

- 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 in order to enable a proper understanding of the accounts to be reached.

Dr Charles Markus  
24<sup>th</sup> June 2022

**DEVIZES FOODBANK – STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 MARCH  
2022**

	2021/22			Total	2020/21
	Unrestricted Funds	Designated Funds	Restricted Funds		
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>					
<b>Receipts</b>					
Donations	52,149			52,149	70,660
Grants	3,874		14,873	18,747	11,509
Interest	3			3	
<b>Total Receipts</b>	<b>56,026</b>	<b>0</b>	<b>14,873</b>	<b>70,899</b>	<b>82,169</b>
<b>Payments</b>					
Trussell Trust	0			0	720
Staff	14,997			14,997	18,087
Stationery	487			487	561
Postage	14			14	99
Telephone	250			250	310
Equipment	32			32	1,017
Food	1,951		2,215	4,166	300
Conference etc.	0			0	0
Insurance	1,413			1,413	869
Travel	1,289			1,289	671
Vehicle	635			635	810
Premises	4,959			4,959	300
Van Purchase	0			0	13,200
Other	537			537	412
<b>Total Payments</b>	<b>26,563</b>	<b>0</b>	<b>2,215</b>	<b>28,778</b>	<b>37,086</b>
<b>Excess of Receipts over Payments</b>	<b>29,463</b>	<b>0</b>	<b>12,658</b>	<b>42,121</b>	<b>45,083</b>
Transfer between Funds	(29,950)	31,000	(1,050)	0	
Bank as at 1 April 2021	16,284	60,000	357	76,641	
<b>Bank as at 31 March 2022</b>	<b>15,796</b>	<b>91,000</b>	<b>11,965</b>	<b>118,761</b>	<b>76,641</b>
<b>STATEMENT OF ASSETS &amp; LIABILITIES</b>					
Bank Account	15,794	41,000	11,965	68,759	76,641
Investment Account	3	50,000		50,003	
Premises Rental Charges (Note 2)		(7,000)		(7,000)	(7,000)
<b>Net Assets &amp; Liabilities</b>	<b>15,796</b>	<b>84,000</b>	<b>11,965</b>	<b>111,761</b>	<b>69,641</b>

## NOTES TO STATEMENTS

1. The Financial Statements for Devizes & District Foodbank have been prepared using the Receipts and Payments basis.
2. NHS Property Services advised that they may be making a charge for services relating to the use of space in Devizes Community Hospital from April 2019. The amount suggested was about £3,500 per year. No payment has been requested for the last three years, but the trustees consider it prudent to make an allowance in the accounts for this potential liability.
3. The Fund Balances are as follows:

	2021/22			2020/21	
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Total
General Fund	15,796		642	16,438	18,691
Vehicle Replacement Fund			0	0	(1,050)
Premises Rental Charges		7,000		7,000	7,000
Premises Fund		60,000	11,323	71,323	45,000
Contingency Fund		24,000		24,000	7,000
	<b>15,796</b>	<b>91,000</b>	<b>11,965</b>	<b>118,761</b>	<b>76,641</b>

4. Asset – Non-consumable items that cost £500 or more.  
Depreciation – All assets will be fully depreciated over 5 years.  
Valuation – Value attributed to an asset will be the full purchase price less the appropriate depreciation. After 5 years it will be considered that an asset has no value.

Asset	Date of Purchase	Cost (incl VAT)	No. Years Depreciation	Depreciation	Value
Van HX20GPO	Feb-21	15,000	1	3,000	<b>12,000</b>

5. In addition to cash receipts Devizes & District Foodbank has received gift in kind as follows:
  - a. Boxes for distribution of food
  - b. Food donations
6. Food Stock as at 31 March 2022
  - a. Weight – 5,247kg
  - b. Notional value – £9,182 (based on average value per kg as advised by Trussell Trust)
7. Food donated to Foodbank during year
  - a. Weight – 27,299kg
  - b. Notional value – £47,774
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Devizes & District Foodbank is a Registered Charity  
Number: 1179387

Devizes & District Foodbank  
Unit 4, Glenmore Business Centre  
Waller Road  
DEVIZES  
Wiltshire  
SN10 2EQ

Tel. 078 0797 3605

email: [info@devizesdistrict.foodbank.org.uk](mailto:info@devizesdistrict.foodbank.org.uk)

web: [www.devizesdistrict.foodbank.org.uk](http://www.devizesdistrict.foodbank.org.uk)

[www.facebook.com/devizesdistrictfoodbank](http://www.facebook.com/devizesdistrictfoodbank)



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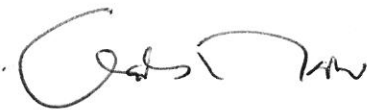
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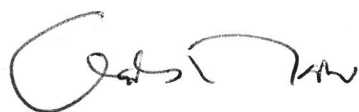
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### 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:

- 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 in order to enable a proper understanding of the accounts to be reached.



Dr Charles Markus  
24<sup>th</sup> June 2022

**DEVIZES AND DISTRICT FOODBANK**

England & Wales - Charity number 1179387

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# Accounts

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**ANNUAL REPORT**  
for the Year to  
**31st March 2021**



## **STRUCTURE AND GOVERNANCE**

Devizes & District Foodbank is governed by a Constitution and was registered as a Charitable Incorporated Organisation (CIO) on 29 July 2018. However, the Foodbank continued to operate as Devizes Foodbank until 31 March 2019, at which time Devizes & District Foodbank assumed the activities previously undertaken by Devizes Foodbank.

The charity is managed by a board consisting of a maximum of twelve Trustees, who endorse the charitable objectives of the Foodbank and support its compassionate ethos arising from its Christian origins. Trustees meet on a regular basis to set the framework within which the Foodbank operates. They approve all policies, new projects and budgets, and monitor and control the finances of the organisation.

On a day-to-day basis the Project Manager, and the Volunteer and Food Manager work with the volunteers and agencies to carry out the ongoing activities of the foodbank. It is these managers that have responsibility for the delivery of services and the achievement of objectives.

Risk Assessments have been carried out for all the foodbank's activities, together with appropriate policies, including policies for Health & Safety and Safeguarding.

Devizes & District Foodbank seeks to be transparent in all its activities, so all stakeholders are able to participate in its development.

### **Trustees:**

Jasper Selwyn (Chairman)  
John Starling (Treasurer)  
Imam Hossein  
Richard Oliver  
Bridget Selwyn  
Jacky Thomas  
Denise McCrohan (from July 2020)  
Nick Tatlock (from July 2020)

### **Project Manager:**

Liz Starling

### **Volunteer and Food Manager:**

Michelle Russell

## **OBJECTIVES of the FOODBANK**

The relief of financial hardship amongst people in Devizes, Wiltshire 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.

The Trustees consider that the activities undertaken by the Foodbank to achieve the objectives that the charity has complied with the duties under section 4 of the 2006 Charities Act.

## **A MESSAGE FROM THE CHAIRMAN**

When I took over the Chairmanship in April 2019 I said I was prepared to do it for two years. I never like people who say they are leaving a party but then don't go, so I kept my word and resigned in March 2021. I am delighted to be succeeded by Richard Oliver, who is already showing that he has a much better grasp of the complexities of chairing a foodbank than I had.

Last year I outlined the challenges we faced at the beginning of the pandemic. Our Volunteer and Food Manager, Michelle Russell, and Project Manager, Liz Starling, rose to the occasion and devised new ways of working. They also put in a lot of extra hours, and we were fortunate enough to get a grant from Wiltshire Community Foundation to pay them for these. I was impressed by the way the community, in various guises, rose to the occasion, not just doing shopping for those who were shielding, but giving out free meals to anyone who wanted them. The Government, too, helped people financially through benefits and the furlough scheme, though there were many who slipped through the net. They also produced food parcels of their own, though you may recall that they were not always well received, and indeed some people donated the contents of their Government parcels to the foodbank! Most of our agencies were unable to meet clients face to face, and for a while we were concerned that people might be having difficulty finding out how to get support. Not everyone has the skills or computer access to do research online, and telephone enquiries may involve hanging on for a long time and paying for the call. However, solutions seem to have been found, and our links with our agencies have strengthened.

Liz and Michelle developed a new way of operating, with the majority of food boxes being delivered by volunteers. We were overwhelmed with offers to help, and sadly were not able to use everyone who approached us. Food donations increased significantly, but the most spectacular rise was in financial support, with some extremely generous donations. These enabled us to buy a much needed new van, and also to build up our reserves for the future.

The new Medical Centre in Marshall Road is likely to be ready in the summer of 2022, so we need to find new premises, for which we will probably have to pay rent. We are hoping that as well as our food store we will have a facility (probably in a different place) where we can meet clients and signpost them to agencies which can help them. This will introduce a new role for volunteers, requiring a different set of skills from sorting food and packing boxes. We are looking to set up an Operations Group to develop new ways of working, so my successor faces plenty of challenges.

I would like to pay tribute to our two staff members, the committed group of volunteers, and my fellow trustees who ensure that we continue to meet the need to help those in crisis until such time as the Trussell Trust succeeds in its campaign to eliminate the need for foodbanks.

*Jasper Selwyn, Chairman*

## **PROJECT MANAGER'S ANNUAL REPORT 2020-2021**

Little did I know when writing last year's annual report that I would still be talking about Covid restrictions a year on.

After the initial flurry at the beginning of the first lockdown, when the phones were ringing non-stop, and emails were arriving at the rate of knots, the workload did ease to a more manageable level.

At the beginning of the year, we moved almost completely on to a delivery model with a small team of volunteer drivers and working with reduced volunteers in the warehouse. As the Covid guidance brought in social distancing, face coverings etc., we gradually started allowing people to bring their vouchers to the Foodbank, although requesting that they remain outside the entrance door.

As always, I want to record my personal thanks and appreciation to Michelle for the tireless way she keeps the warehouse (and the volunteers!) organised and manages the food donations coming in and the emergency food boxes going out.

As a foodbank, we continue to value the support we receive from the Trussell Trust Network and especially our area manager Lucy Duffy. It was good to be able to join in with the South Coast Cluster meetings without the need to travel as these were held via Zoom. We are reassured to know that the challenges we experience are shared by many other foodbanks as well.

Ann Yates continues to manage the Marlborough volunteers who have been busy delivering emergency food boxes to people in the Pewsey and Marlborough areas. This has been invaluable as the Methodist churches in both Marlborough and Pewsey were closed during the pandemic.

We continued with the School Holiday Meals project offering a box of food for each week of the main school holidays for families where children were receiving free school meals, apart from the Easter 2020 school holiday. Having children at home means having to find more food, childcare, and ways to entertain children - all of which costs money. This puts pressure on household budgets making it even harder to ensure that children and families are eating well. The boxes of food given out go a small way to ease this pressure. During the Summer 2020 holiday, we gave out 90 boxes to 41 families. We suspect that demand was low as families had also been given government vouchers. Christmas 2020 was the complete opposite, and we gave out boxes to 304 families from 20 local schools.

Throughout the year we were overwhelmed by the generosity of the public and organisations etc in terms of food and money donations. This included APT Group who not only raised £716 from their February 10,000 Steps challenge (this was earmarked for our new van due to be purchased at the beginning of the new financial year), but provided a van and driver to help deliver the school holiday meal boxes.

Tesco ran two Food Collections in August and November, but these were unmanned due to Covid restrictions, and donations were considerably reduced. This was not a concern as we still had extremely high stock levels - so much so that we stopped all food donations during January. This enabled us to bring our stock to a more manageable level.

The Foodbank continued to help other charities in 2020/2021 with donations of surplus stock, with over 2 tonnes going to Devizes OpenDoors, FareShare and Marlborough Loves Kids. In addition, a further tonne was given to other foodbanks (both Trussell Trust and independent).

During the pandemic I have been unable to visit groups and school to talk about the Foodbank, however I did manage a couple of Zoom calls and produced a video for school assemblies.

We are looking at ways in which we can make use of the new St James Community Hub but this on hold until restrictions are lifted.

Throughout the year I continued to liaise with schools, churches, and other organisations to encourage donations of food and money, ensuring that they were aware of shortages and overstocks. This also meant ensuring that Facebook and the website were kept up to date.

I am really pleased to report that 20 new agencies signed up or renewed their registration form in 2020/2021. We are encouraging use of E-referrals where possible.

We were successful in setting up a new fundraising page through CAF. This went live mid-April and has been highly successful, both in terms of individual donations and new direct debits.

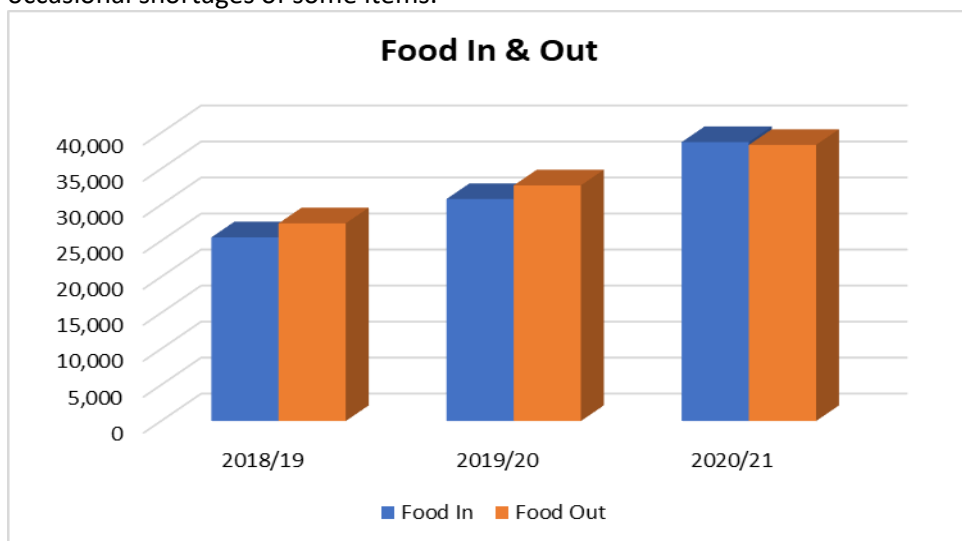
Thank you to everyone who has helped in anyway during 2020/2021 – it is very much appreciated.

*Liz Starling, Project Manager*

## FOOD & CLIENTS INFORMATION

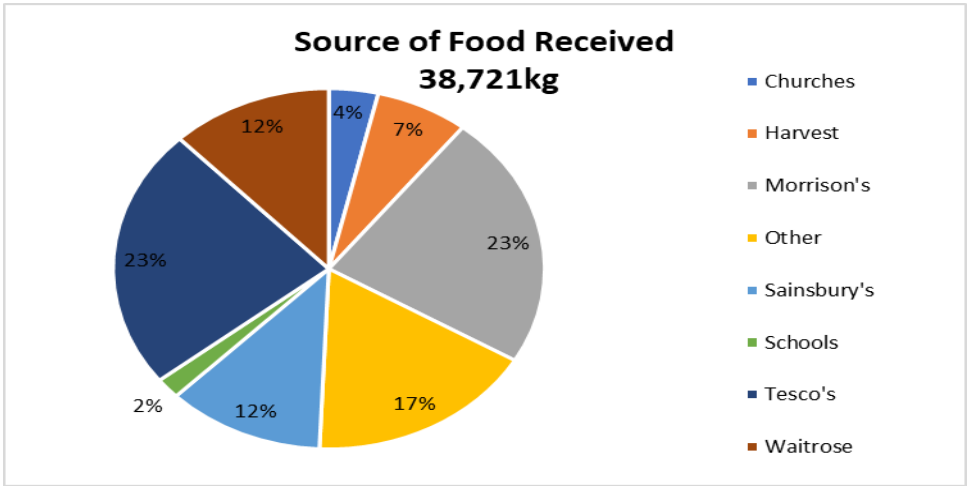
### Food In & Out

In the year to 31<sup>st</sup> March 2021 38,721kg of food was donated to Devizes & District Foodbank (DDFB). This is an increase of 25% on the previous year. At the same time DDFB saw a 17% increase in food out at 38,329kg. The level of stock at the end of the year was broadly the same as the beginning of the year, although there were some significant fluctuations due to the different timings of food in and out. However, thanks to the generosity of our donors, general stock levels were, and continue to be, adequate to meet demand, although there are occasional shortages of some items.



### Donations

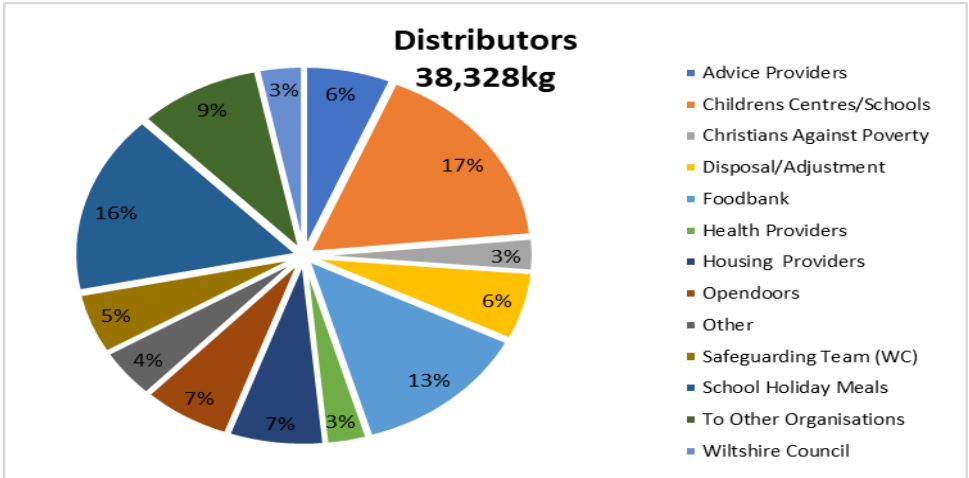
Food donations continue to be dominated by the four main supermarkets within the DDFB area: Morrison's, Sainsbury, Tesco, and Waitrose, where food is left at collection points in these stores. This was supplemented by two Tesco Food Collections at the store in Marlborough. We are also very grateful to both Morrison's and Tesco, who provided additional donations of food during the first Covid-19 lockdown. Historically over 20% of the food donations have come from schools and churches, often during harvest and Christmas events, however this is down to 13% this year (4.8 tonnes), due to Covid-19 related closures. Donations from other sources (individuals and organisations within the DDFB area) have increased to 17% or 6.6 tonnes. DDFB are extremely grateful for all food donations provided they are of non-perishable food and in date by at least 4 months.



### Distributors

The chart below shows the proportion of food distributed to clients following referrals from our 67 partner agencies. DDFB are extremely grateful for the help and support of our partner agencies, without whom we would not be able to support our clients. These agencies also provide an invaluable service to the community.

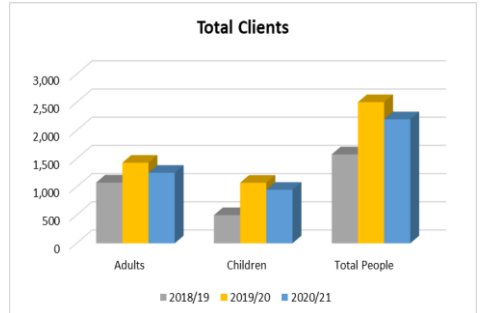
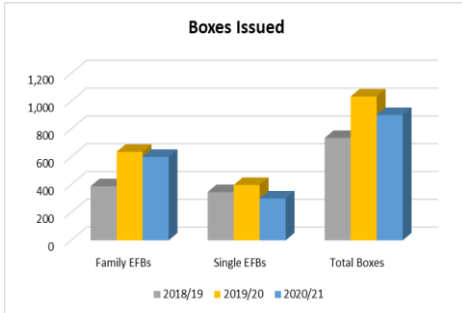
In addition to food given to clients via our normal food boxes, DDFB provided 6.1 tonnes of food to support children during school holidays (up from 2.6 tonnes in the previous year) and were able to provide a further 3.4 tonnes to other organisation including Open Doors, Fareshare and other foodbanks. Unfortunately, we also had to dispose of 1.2 tonnes of food as it was either out of date or damaged and could not be given to clients.



## Clients Fed

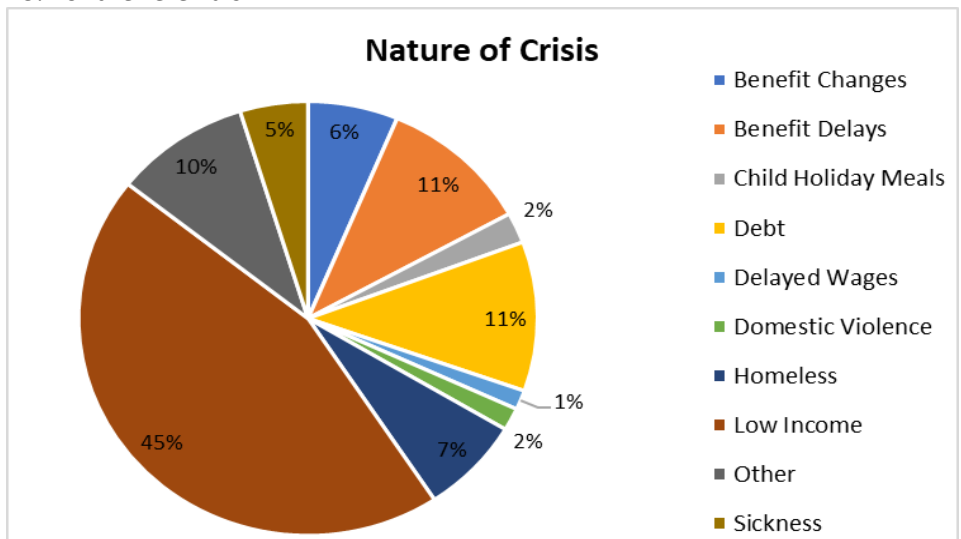
In the year to 31<sup>st</sup> March 2021 a total of 901 boxes were issued, a decrease of 12% on the previous year. 949 children and 1,251 adults (total 2,200) were fed, again a decrease of 12% on the previous year. These figures exclude the children who received school holiday meals.

During the Covid-19 lockdowns food boxes were available from government sources, and a number of new community groups were created that also distributed food within the area covered by DDFB, resulting in a drop in demand for food from DDFB.



## Nature of Crisis

The chart below shows the main reasons given for clients needing the support of DDFB during the last year. Low income continued to dominate the reasons for requiring support from DDFB, whilst issues with benefits have decreased from 28% last year to 17% this year. However, these, together with debt, account for 73% of the referrals.

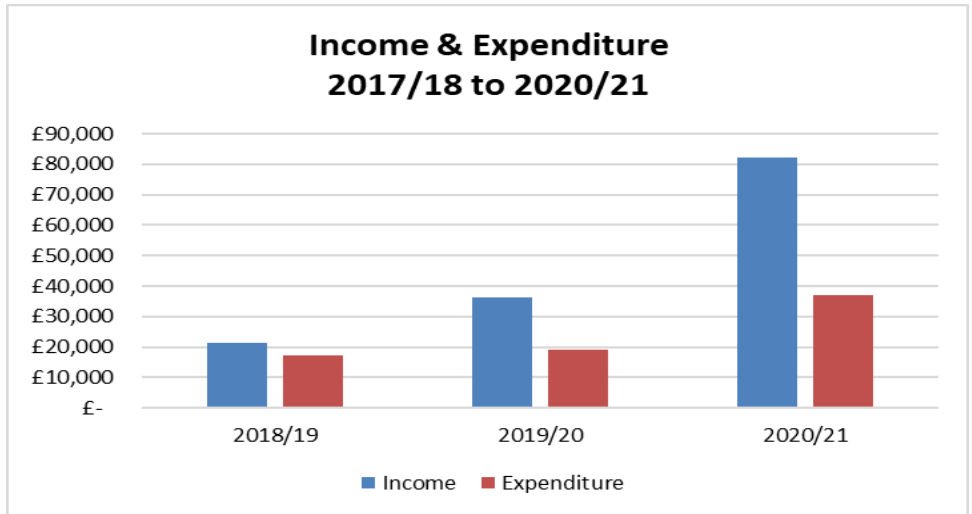


# FINANCE REPORT

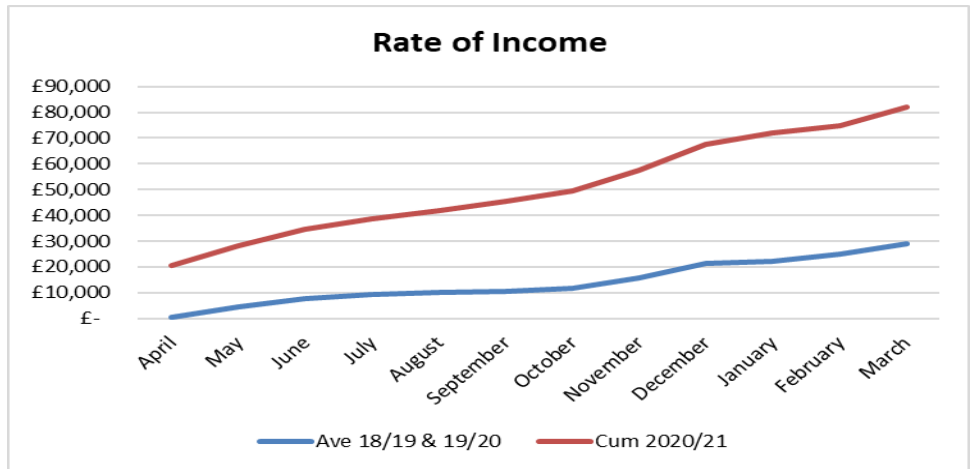
## *A big thankyou to all our financial donors in 2020/21*

Financially 2020/21 was another exceptionally good year for DDFB with income up by 126% on the previous year at £82,169, including grants totalling £11,509 from Community First towards general running costs and Devizes and Marlborough Area Boards towards the cost of a new van.

Expenses were also up on the previous year by 96%, at £37,086, but, when we deduct the cost of the new van, the running expenses for DDFB increased by 26%. Most of the increase in expenditure was caused by supplementary payments to the managers, in recognition of the additional hours worked due to Covid-19. These additional payments were covered by an additional grant. The surplus for the year was £45,043, although there is the possibility of a charge for the premises for the last two years of about £7,000. This surplus has enabled the Trustees to increase the reserve for expected costs that will be incurred when Devizes Community Hospital closes and DDFB have to relocate the store. The Trustees have also been able to provide a contingency fund in line with the Trusts Reserve Policy.



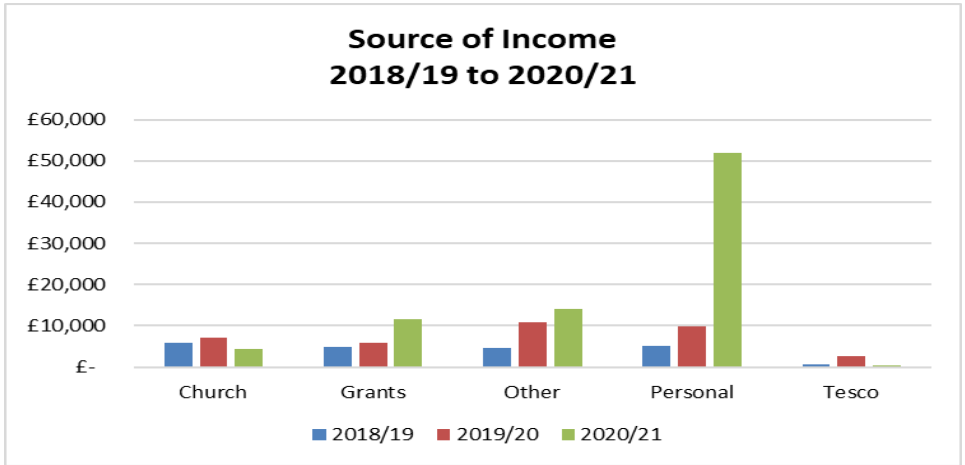
The following graph shows the rate of donations received during the year. The finances received a boost in April with the receipt of grant funding. However, for most of the year donations were about £3,000 per month more than the average for the previous two years. There was a reduction in donations toward the end of the year, a reduction that has continued into the new financial year, although still at a higher level than before the first Covid-19 lockdown.



The graph overleaf shows the source of all income over the last 3 years. The reduction in donations from churches was expected as they have been closed for most of the year, but it is hoped that donations will increase as the churches open up again.

The increase in other donations (generally businesses, charities, clubs, and societies) include many one-off donations. Although it is hoped that donations will continue from these organisations, it is considered unlikely that it will continue at the same level from all.

There has been a significant increase in ad hoc personal donations, much of which was prompted by the need to feed vulnerable people during the Covid-19 pandemic. There has also been an increase in people committing to regular giving via Bank Standing Order, which will help to secure future income for DDFB.



Looking ahead, DDFB will need to relocate when Devizes Community Hospital closes, with the expectation that there will be a significant increase in accommodation costs. Although the accounts suggest that DDFB is currently in a healthy financial position, there will be some substantial costs over the next few years, for which the Trustees are very grateful for the continued support.

### Reserves Policy

The Reserve Policy for DDFB is to hold cash balances not less than the equivalent of four months running costs. This is to ensure that there are always sufficient funds to meet financial commitments, including payment in full of any notice period to DDFB employees.

Thanks to the generosity of DDFB supporters the Trustees have been able to comply with the Reserve Policy by increasing the Contingent Reserve to £8,000. In addition, a new Premises Reserve has been created to help meet the expected increase in accommodation costs when DDFB relocates from Devizes Community Hospital.

### POST YEAR END EVENTS

There have been no significant post year end events.



## Financial Statements for Devizes & District Foodbank for the year ended 31 March 2021

Bank:- Lloyds Bank Plc  
38 Market Place  
Devizes  
SN10 1JD

Independent Examiner:- Louise Hale CGMA

### Independent Examiner's Report

#### Devizes & District Foodbank

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

#### Responsibilities and basis of report

As the charity trustees of the Trust, 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 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:

- 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 in order to enable a proper understanding of the accounts to be reached.

A handwritten signature in black ink, appearing to read "Louise Hale".



DEVIZES FOODBANK – STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 MARCH 2021

	2020/21			Total	2019/20 Total
	Unrestricted Funds	Designated Funds	Restricted Funds		
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>					
<b>Receipts</b>					
Donations	69,844		816	70,660	30,533
Grant	0		11,509	11,509	5,880
<b>Total Receipts</b>	<b>69,844</b>	<b>0</b>	<b>12,325</b>	<b>82,169</b>	<b>36,413</b>
<b>Payments</b>					
Trussell Trust	720			720	360
Managers	9,837		8,250	18,087	13,796
Stationery	561			561	854
Postage	99			99	36
Telephone	310			310	165
Equipment	817		200	1,017	400
Food	30			30	0
Conference etc.	0			0	0
Insurance	869			869	659
Travel	671			671	745
Vehicle	810			810	1,083
Premises	300			300	0
Van Purchase	4,125	5,000	4,075	13,200	0
Other	412			412	865
<b>Total Payments</b>	<b>19,561</b>	<b>5,000</b>	<b>12,525</b>	<b>37,086</b>	<b>18,963</b>
<b>Excess of Receipts over Payments</b>	<b>50,283</b>	<b>(5,000)</b>	<b>(200)</b>	<b>45,083</b>	<b>17,450</b>
Transfer between Funds	(39,500)	39,500		0	
Bank as at 1 April 2020	5,501	25,500	557	31,558	14,108
<b>Bank as at 31 March 2021</b>	<b>16,284</b>	<b>60,000</b>	<b>357</b>	<b>76,641</b>	<b>31,558</b>
<b>STATEMENT OF ASSETS &amp; LIABILITIES</b>					
Bank Account	16,284	60,000	357	76,641	31,558
Premises Rental Charges <i>(Note 2)</i>		(7,000)		(7,000)	(3,500)
<b>Net Assets &amp; Liabilities</b>	<b>16,284</b>	<b>53,000</b>	<b>357</b>	<b>69,641</b>	<b>28,058</b>

## NOTES TO STATEMENTS

1. The Financial Statements for Devizes & District Foodbank have been prepared using the Receipts and Payments basis.
2. NHS Property Services have advised that they will be making a charge for services relating to the use of space in Devizes Community Hospital from April 2019. The amount is likely to be about £3,500 per year. No payment has been requested for the last two years.
3. The Fund Balances are as follows:

	2020/21			2019/20	
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Total
General Fund	17,334		357	17,691	6,058
Vehicle Replacement Fund			(1,050)	(1,050)	5,000
Premises Rental Charges		7,000		7,000	3,500
Premises Fund		45,000		45,000	10,000
Contingency Fund		8,000		8,000	7,000
	<b>17,334</b>	<b>60,000</b>	<b>(693)</b>	<b>76,641</b>	<b>31,558</b>

Deficit in Vehicle Replacement Fund will be cleared upon receipt of additional grant funding due in May 2021.

4. In addition to cash receipts Devizes & District Foodbank has received gift in kind as follows:
  - a. Boxes for distribution of food
  - b. Food donations
5. Food Stock as at 31 March 2021
  - a. Weight – 5,887kg
  - b. Notional value – £10,302
6. Food donated to Foodbank during year
  - a. Weight – 38,721kg
  - b. Notional value – £67,762
7. Food distributed by Foodbank during year
  - a. Weight – 38,329kg
  - b. Notional value – £67,076

Devizes & District Foodbank is a Registered Charity  
Number: 1179387

Devizes & District Foodbank  
c/o Church Office  
St. James Centre,  
Estcourt Crescent,  
Devizes,  
Wiltshire.  
SN10 1LR

Tel. 078 0797 3605

email: [info@devizesdistrict.foodbank.org.uk](mailto:info@devizesdistrict.foodbank.org.uk)

web: [www.devizesdistrict.foodbank.org.uk](http://www.devizesdistrict.foodbank.org.uk)

[www.facebook.com/devizesdistrictfoodbank](http://www.facebook.com/devizesdistrictfoodbank)



**Financial Statements for Devizes & District Foodbank  
for the year ended 31 March 2021**

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38 Market Place  
Devizes  
SN10 1JD

Independent Examiner:- Louise Hale CGMA

# Independent Examiner's Report

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Louise Hale CGMA  
5<sup>th</sup> July 2021



**DEVIZES FOODBANK – STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 MARCH 2021**

		2020/21			2019/20
		Unrestricted Funds	Designated Funds	Restricted Funds	Total
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>					
<b>Receipts</b>					
	Donations	69,844		816	70,660
	Grant	0		11,509	11,509
	<b>Total Receipts</b>	<b>69,844</b>	<b>0</b>	<b>12,325</b>	<b>82,169</b>
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	Travel	671			671
	Vehicle	810			810
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	Van Purchase	4,125	5,000	5,125	13,200
	Other	412			412
	<b>Total Payments</b>	<b>19,561</b>	<b>5,000</b>	<b>12,525</b>	<b>37,086</b>
<b>EXCESS OF RECEIPTS OVER PAYMENTS</b>		<b>51,333</b>	<b>(5,000)</b>	<b>(1,250)</b>	<b>45,083</b>
	Transfer between Fund:	(39,500)	39,500		0
	Bank as at 1 April 2020	5,501	25,500	557	31,558
<b>BANK AS AT 31 MARCH 2021</b>		<b>17,334</b>	<b>60,000</b>	<b>(693)</b>	<b>76,641</b>
<b>STATEMENT OF ASSETS &amp; LIABILITIES</b>					
	Bank Account	17,334	60,000	(693)	76,641
	Premises Rental Charges <i>(Note 2)</i>		(7,000)		(7,000)
<b>NET ASSETS &amp; LIABILITIES</b>		<b>17,334</b>	<b>53,000</b>	<b>(693)</b>	<b>69,641</b>

## NOTES TO STATEMENTS

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**Financial Statements for Devizes & District Foodbank  
for the year ended 31 March 2021**

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38 Market Place  
Devizes  
SN10 1JD

Independent Examiner:- Louise Hale CGMA

# Independent Examiner's Report

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I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2021.

### Responsibilities and basis of report

As the charity trustees of the Trust, 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 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:

- 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 in order to enable a proper understanding of the accounts to be reached.



Louise Hale CGMA  
5<sup>th</sup> July 2021



**DEVIZES FOODBANK – STATEMENT OF FINANCIAL ACTIVITIES FOR YEAR ENDED 31 MARCH 2021**

		2020/21			2019/20
		Unrestricted Funds	Designated Funds	Restricted Funds	Total
<b>RECEIPTS AND PAYMENTS ACCOUNT</b>					
<b>Receipts</b>					
	Donations	69,844		816	70,660
	Grant	0		11,509	11,509
	<b>Total Receipts</b>	<b>69,844</b>	<b>0</b>	<b>12,325</b>	<b>82,169</b>
<b>Payments</b>					
	Trussell Trust	720			720
	Managers	9,837		8,250	18,087
	Stationery	561			561
	Postage	99			99
	Telephone	310			310
	Equipment	817		200	1,017
	Food	30			30
	Conference etc.	0			0
	Insurance	869			869
	Travel	671			671
	Vehicle	810			810
	Premises	300			300
	Van Purchase	4,125	5,000	5,125	13,200
	Other	412			412
	<b>Total Payments</b>	<b>19,561</b>	<b>5,000</b>	<b>12,525</b>	<b>37,086</b>
<b>EXCESS OF RECEIPTS OVER PAYMENTS</b>		<b>51,333</b>	<b>(5,000)</b>	<b>(1,250)</b>	<b>45,083</b>
	Transfer between Fund:	(39,500)	39,500		0
	Bank as at 1 April 2020	5,501	25,500	557	31,558
<b>BANK AS AT 31 MARCH 2021</b>		<b>17,334</b>	<b>60,000</b>	<b>(693)</b>	<b>76,641</b>
<b>STATEMENT OF ASSETS &amp; LIABILITIES</b>					
	Bank Account	17,334	60,000	(693)	76,641
	Premises Rental Charges <i>(Note 2)</i>		(7,000)		(7,000)
<b>NET ASSETS &amp; LIABILITIES</b>		<b>17,334</b>	<b>53,000</b>	<b>(693)</b>	<b>69,641</b>

## NOTES TO STATEMENTS

1. The Financial Statements for Devizes & District Foodbank have been prepared using the Receipts and Payments basis.
2. NHS Property Services have advised that they will be making a charge for services relating to the use of space in Devizes Community Hospital from April 2019. The amount is likely to be about £3,500 per year. No payment has been requested for the last two years.
3. The Fund Balances are as follows:

	2020/21			2019/20	
	Unrestricted Funds	Designated Funds	Restricted Funds	Total	Total
General Fund	17,334		357	17,691	6,058
Vehicle Replacement Fund			(1,050)	(1,050)	5,000
Premises Rental Charges		7,000		7,000	3,500
Premises Fund		45,000		45,000	10,000
Contingency Fund		8,000		8,000	7,000
	<b>17,334</b>	<b>60,000</b>	<b>(693)</b>	<b>76,641</b>	<b>31,558</b>

Deficit in Vehicle Replacement Fund will be cleared upon receipt of additional grant funding due in May 2021.

4. In addition to cash receipts Devizes & District Foodbank has received gift in kind as follows:
  - a. Boxes for distribution of food
  - b. Food donations
5. Food Stock as at 31 March 2021
  - a. Weight – 5,887kg
  - b. Notional value – £10,302
6. Food donated to Foodbank during year
  - a. Weight – 38,721kg
  - b. Notional value – £67,762
7. Food distributed by Foodbank during year
  - a. Weight – 38,329kg
  - b. Notional value – £67,076