



Billericay Foodbank Trustees' Annual Report
01 April 2021 - 31 March 2022

Charity Number: 1194869
Registered Address: 22 Western Road, Silver End, Witham, Essex
 CM8 3SF

Names of the charity trustees who manage the charity:

Trustee name	Office (if any)	Dates acted if not for entire year	Name of person (or body) entitled to appoint trustee (if any)
Phillip Norton	Chair	21 June 2021 -	
James Rose	Vice-Chair	"	
Joanne Gibbs		"	
Stuart Gibbs		"	
Marina Tarrant	Secretary	"	

Structure, governance, and management:

Type of governing document	Constitution
How the charity is constituted	Charitable Incorporated Organisation

Trustee selection methods	Appointed by Board of Trustees
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Objectives and activities: Summary of the objects of the charity set out in its governing document.

The relief of financial hardship amongst people in Billericay and the surrounding areas 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 other 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.

Summary of the main activities undertaken for the public benefit in relation to these objects:

Foodstuffs and other essential items are collected on a weekly basis from donations by members of the public either at local centres or collection points in local supermarkets and brought to the central Foodbank premises. The items are sorted and checked as suitable for distribution by teams of volunteers and then packed into appropriate size bags for families or individuals and distributed to households in the local area.

Financial donations are accepted, acknowledged, and banked and are used for meeting essential overheads and purchasing additional food, including fresh food and items for 'Holiday Lunches' for school-age children.

All Trustees have signed the Trustee Declaration as part of the application process for registration as a charity with the Charity Commission.

Achievements and Performance: Summary of the main achievements of the charity during the year.

Billericay Foodbank has been helping individuals and families in Billericay since 2018, operating out of a room at St John's Church, Outwood Common. From this modest beginning the Foodbank now leases premises in Billericay High Street and during the year 2021-22 achieved charitable status, consolidating, and strengthening the organisation's financial and

governance arrangements. This has included appointing two volunteers to serve as Bookkeeper and Treasurer, and along with the Administrator they have formed the charity's Finance Committee. Regular meetings of the Finance Committee and the Board of Trustees have ensured that the weekly tasks run smoothly, and time is allocated for coherent, longer-term planning. A grant was received to support the costs for part-time administration services, which has assisted the efficient completion of the weekly round of tasks essential for the achievement of the Foodbank's core-business, i.e. the collection of donations and the delivery of essential food to needy households.

The Covid-19 virus has had an enormous impact on the emotional and economic wellbeing of families and individuals across Billericay. For the Billericay Foodbank this has meant a dramatic increase in numbers; around 80+ households are now supported each week (reaching a peak of 95 during the year). During school holidays, in addition to our normal deliveries, those families with school-age children, were provided with food and snacks for a week's packed lunches.

The increase in the numbers of households helped each week has been matched by increased donations from members of the public, with great contributions from community groups, local churches, town supermarkets and businesses. This magnificent support, highlighting a real community investment in the work of the Foodbank, has meant that although numbers needing support have grown, there has always been the capacity to help.

During the year, the Foodbank has been privileged to have the loyal involvement of around seventy five volunteers who come together in teams to ensure that the essential work required to achieve the core-business is successfully completed. The commitment of the volunteers is impressive and their constancy, in the shadow of the pandemic, has been remarkable. These people are the life-blood of the Foodbank, and their contribution is much valued and appreciated by the Trustees.

The foodstuffs and other essential items, such as hygiene or cleaning products, which have been donated by members of the public are collected on a weekly basis from either local centres (staffed by volunteers) or from collection points in local supermarkets. These are then brought to the central Foodbank premises, the items are sorted and checked as suitable for distribution by a team of volunteers, packed into appropriate size bags for families or individuals by another team and distributed to households in the local area by yet another team of volunteers.

Ensuring the continuing supply of donations and maintaining the public profile of the Foodbank has been supported by an impressively creative

social media presence, attendance at local events and a regular round of talks to local groups and churches.

The Trustees have worked hard to maintain relationships at local and county levels of government, making sure that on-line meetings convened by the councils have a Billericay Foodbank input and that there are good lines of communication with other Foodbanks across the area.

Trustees and willing volunteers have been active in fund-raising on behalf of the Foodbank; applying for various grants and attending local events to raise both awareness and funds. We are incredibly grateful to all those who have supported the Foodbank with financial donations during the year. We are now able to claim gift aid on donations and this will yield additional funds for the charity.

Financial review:

The Foodbank has consolidated its financial position during the year as can be seen in the annual accounts. Billericay Foodbank aims to ensure that it has sufficient reserves in place to enable it to meet any unexpected financial pressures in the short term. This level is based on approximately three months of gross average expenditure, equating to approximately £12,000. This is considered prudent financial management to ensure the Foodbank is financially sustainable and able to provide its services to those in need.

It is also anticipated that there will be some capital expenditure in the next financial year on a van to enable more efficient weekly collections of food, the funds for which were starting to be accumulated during this financial year.

The Foodbank is well supported by local organisations and individuals by way of grant funding. Amongst those supporting in the last financial year were:

- Essex Community Foundation
- National Lottery Community Fund
- Essex Association

However, there are also many other donors, helping with diverse levels of donations, without whose generosity the organisation would be unable to provide the service it does.

Summary:

Billericay Foodbank has been established with a clear set of underlying principles and values which inform every aspect of the charity's work. These values aim to ensure that the services provided are easily accessible and non-bureaucratic, i.e. do not require copious forms to be completed or documentation from a referring body to be shown and are consistently delivered in a non-judgemental and friendly way.

Building and maintaining relationships are key features of how we understand our core business. The intention to signpost those who use the Foodbank to other services and agencies as appropriate remains an ambition that, as the constraints of the pandemic are reduced, we shall actively pursue in the coming year.

This has been a year of consolidation and growth for the Foodbank, and the Trustees are immensely grateful for all the support provided by our volunteers and those who have given so generously with donations of food, essential household items and money.

Signed on behalf of the Trustees: 

Full Name:

James Rose

Position:

Vice-Chair of Board of Trustees

Date:



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Billericay Foodbank

No (if any)
1194869

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01 April 2021		31 March 2022

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	54,350	-	-	54,350	-
Essex Community Foundation		4,000	-	4,000	-
Essex Community Fdn / National Lottery		8,000	-	8,000	-
Unrestricted Grants	8,493	-	-	8,493	-
Rental Income	9,600	-	-	9,600	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	72,443	12,000	-	84,443	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	72,443	12,000	-	84,443	-
A3 Payments					
Administration	-	11,261	-	11,261	-
Bank Charges	66	-	-	66	-
Electricity	2,309	-	-	2,309	-
Equipment	1,885	-	-	1,885	-
Food	18,329	-	-	18,329	-
Insurance	355	-	-	355	-
Misc Supplies	2,486	739	-	3,225	-
Petrol	741	-	-	741	-
Phone/Internet	398	-	-	398	-
Rates	876	-	-	876	-
Rent	13,400	-	-	13,400	-
Services	1,542	-	-	1,542	-
Vehicle Costs	1,000	-	-	1,000	-
Sub total	43,387	12,000	-	55,387	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	43,387	12,000	-	55,387	-
Net of receipts/(payments)	29,056	0	-	29,056	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	28,574	-	-	28,574	-
Cash funds this year end	57,630	0	-	57,630	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	57,630	-	-
		-	-	-
		-	-	-
	Total cash funds	57,630	-	-
(agree balances with receipts and payments account(s))				

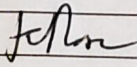
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	JAMES ROSE	04/07/2022



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Billericay Foodbank

**On accounts for the year
ended**

31/03/2022

**Charity no
(if any)**

1194869

Set out on pages

1 - 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

**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 (other than that disclosed below *) 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

27/06/2022

Name:

Alan Robert McCappin

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

ACCA

Address:

127 Stock Road, Billericay, Essex CM12 0RP

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.