

TAVISTOCK FOODBANK

Annual Report 1 January 2022 – 31 December 2022

Registered Charity Number 1198161

Tavistock Area Foodbank

Report and Accounts 2022

- 3 Report from the Chair of the Trustees
- 4 Trustees' Report
 - Status of Charity and Governing Document
 - Charity Information
 - Charitable Purpose and Objectives
 - 2022 Activities and Financial review
- 9 Independent Examiner's Report to the Trustees of Tavistock Foodbank
- 10 Income and Expenditure Account
- 11 Balance Sheet
- 12 Notes to the Accounts

Report from the Chair of the Trustees

Each year it is important to thank all those who give so much of their time and energy for the Foodbank, in order that together, we may support our community. During the past year we have witnessed several significant changes within our team, yet our service has continued to run smoothly. The new members of our Foodbank team have been very quick to learn their roles and take on new responsibilities. We are grateful for the services of our dedicated volunteers who are involved in all aspects of the running of the Foodbank and our trustees who oversee the work of the foodbank.

Many of the churches in our town are represented amongst our trustees, each of them is a vital link to our local churches. I would like to thank Tavistock Area Christians Together (TACT) who oversee our work and take an active interest in supporting the Foodbank.

We are grateful that Tavistock United Reformed Church continues to support as a distribution point, a storage facility for some of the goods that we distribute and a provider of meals and refreshments via the Lower Deck Cafe. I would also like to give thanks to West Devon Borough Council for their continued provision of our additional warehouse space in Pitts Cleave, which has made stock handling so much easier.

Tavistock is a town of generous people and local groups. I would like to record our thanks to all the donors from our community who regularly donate food and money to Foodbank, many of whom are anonymous. I would also like to mention our local supermarkets and other businesses for the provision of collection points. We are grateful to those local stores who support our Tavistock Foodbank voucher schemes through the supply of fresh fruit and vegetables, or fresh meat, or fuel vouchers.

With our amazing team of trustees and volunteers, I look forward to another year as we serve and support our local community.

Robert Weston
Chair of Trustees

Trustees' Report for the Year Ended 31 December 2022

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 December 2022.

Status of Charity and Governing Document

The Tavistock Foodbank was set up in 2012, its constitution was adopted on 16 July 2012 and amended during 2021 and 2022. It was established with the support of a number of local churches as a member of the Trussell Trust network of Foodbanks in the United Kingdom and it adheres to the governance and policies of the Trussell Trust.

The foodbank was registered as a Charity on the 8 March 2022 and is governed by a Constitution of Charitable Incorporated Organisation.

Charity information

Trustees

Rev Robert Weston	Chair
Rosemarie Collins Crook	
Tony Cutler	
Vicky Dawson	
Joan Dennis	Secretary
Julie Jillians	
Hilary Johnson	
Anne Keogh	
Julie Lloyd	Treasurer appointed March 2023
John Medland	Treasurer retired March 2023
Linda Medland	
Pamela Smith	
Anthony Welsh	

Address

United Reformed Church
Russell Street
Tavistock
PL19 8BD

Independent Examiner

Andrew Wing LLB FCA
Unit 1 Pearl Assurance House
Elbow Lane
Tavistock
PL19 0BG

Charitable Purposes and Objectives

The relief of poverty by supplying emergency food parcels and other essential supplies either directly or through agency partners approved by the trustees to those in need in Tavistock, the surrounding area and in other areas. The alleviation of hunger caused by the lack of opportunities or resources to obtain sufficient food. The provision of support by such other means including but not limited to signposting to relevant information and other advisory services.

We supply food parcels containing 3 day's supply of nutritionally balanced food and basic household products to everyone referred to us who is in food crisis for whatever reason. We aim to collect this through food donations from the local community and top up purchases funded by cash donations. We work with the referring agents in the Tavistock area to ensure everyone who is in food crisis is referred to the foodbank. We engage with the local community to provide enough volunteers to give our clients food, a warm welcome and a non-judgemental space to be listened to and signposted to further appropriate help.

PUBLIC BENEFIT

The Trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charities Commission for England and Wales.

2022 Activities and Financial review

The impact of the steep rise in living costs can be seen in our statistics for 2022. We recorded our highest level of referrals of adults and children who needed support. The table below details the demand experienced over the past five years.

	2022	2021	2020	2019	2018
Foodbank Vouchers Issued	681	286	392	511	417
People Helped:					
Adults	957	420	624	811	656
Children	667	293	402	453	278
Total People	1624	713	1026	1264	934

As part of the process of supporting clients we upload information to the confidential Data Collection System maintained by the Trussell Trust. This anonymous data provides us with an insight to the circumstances of our clients and the primary reason for their referral.

Crisis - Primary Cause	No. of vouchers fulfilled	Adults	Children	Total
Low Income	424	583	381	964
Debt	48	62	60	122
Benefit Delays	46	63	41	104
Benefit Changes	40	64	52	116
Sickness	35	67	22	89
Homeless	24	29	8	37
Other	64	89	103	192
TTL	681	957	667	1,624

Our costs increased significantly to meet the growing demand, as shown in the financial report on page 10. We have been very fortunate, through the continuing generosity of individuals and organisations the growth in donations has matched the rising costs.

In summary:

- in 2022 the value of goods and vouchers issued was £56,000, compared to £36,000 in 2021 an increase of 57%.

- donations of funds and goods in 2022 rose to £67,000 compared to £46,000 in 2021, an increase of 46%
- Our cash balance at the end of 2022 was £40,000 an increase of £4,000 on end 2021.

In addition to the foodbank parcels we issue weekly, we offer our clients fruit and vegetable vouchers, and meat vouchers which can be redeemed in local stores. A new initiative in 2022 has been the issuing of fuel vouchers to clients on prepayment meters. The Christmas Parcel scheme proved a great success, with 145 parcels, weighing 1077 kg being requested, packed and delivered. The Rotary Club of Tavistock distributed the majority of the parcels requested through local schools, with support from DATA, the Youth Cafe and the Tavistock Children's Centre.

Warehouse Activities

We have two storage areas for the goods donated to the Foodbank. One at the URC church, where we aim to hold sufficient stock to service a week's vouchers. The other storage unit is at Pitts Cleave. We purchase items using cash donations where there are shortages. We have continued to use Facebook as our main social media again this year. Posting our shortages and Wish Lists helps highlight items which we would like donated. Our food donations over the last 5 years were:

	2022	2021	2020	2019	2018
Food Donations - kg	21,824	14,080	26,421	12,462	9,356

We are grateful for the significant support we receive from the local organisations which act as collection hubs for the foods and goods donated to the foodbank. Their staff are enthusiastic and supportive. We continue to be grateful to all our local donors who provide the products we need and react rapidly to our changing demands.

We have a dedicated and enthusiastic group of volunteers supporting the warehouse activities, we thank them all for their time and effort.

Volunteers

We currently have excellent and stable teams at front of house, in the warehouse and in administration, including safeguarding. All our volunteers are thoughtful, proactive, and committed to their roles. We endeavour through active recruitment to ensure we always have sufficient volunteers to provide the necessary manpower for all Foodbank tasks. The front of house team creates an environment where people feel respected and well supported. The warehouse team are efficient and flexible.

The presence of Citizens Advice at the weekly foodbank, has proved to be an invaluable service providing initial advice and making onward referral appointments for CAB services. In May the local CAB manager gave an interesting and informative talk for volunteers and Trustees about the process that clients go through when requesting food vouchers or other benefits.

The Foodbank has also been supported by Tamar Energy who came in over the winter period when many people struggled with the cost of energy. They offered advice and practical support with free home visits to install draught excluders, heated blankets etc. as well as liaising with Live West to support people living in poor accommodation.

There has been a rise in mental health issues amongst our clients and increasing numbers who are experiencing housing problems and eviction. Our front of house volunteers are supportive, taking time out to listen and to discuss with compassion and empathy.

I would like to thank our teams of volunteers who have responded so well to the ongoing need in Tavistock and surrounding areas.

The Annual Report was approved by the Trustees of the charity on 9 October 2023 and signed on its behalf by:

A handwritten signature in black ink that reads "Robert Weston". The script is cursive and fluid, with the first letters of "Robert" and "Weston" being capitalized and prominent.

Revd Robert Weston

Independent Examiner's Report to the Trustees of Tavistock Foodbank

I report on the accounts of Tavistock Foodbank for the year ended 31st December 2022, which are set out on pages 10 to 13 below.

Respective responsibilities of trustees (directors) and examiner

The organisation's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year under Section 144(2) the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- To state whether particular matters have come to my attention.

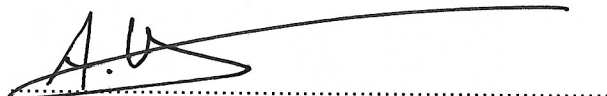
Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the organisation and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



A Wing LLB FCA

10th October 2023.

Date

(Fellow of the Institute of Chartered Accountants in England & Wales)

Wings Accountants Ltd, Unit 1, Pearl Assurance House, Elbow Lane, Tavistock, Devon PL19 0BG

Tavistock Foodbank

Income and Expenditure Account for the Year Ended 31 December 2022

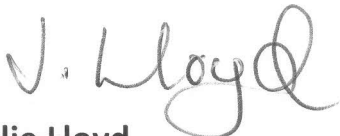
	Unrestricted Funds 2022 £	Unrestricted Funds 2021 £
Income		
Donations - Cash	23,679	18,055
Donations - Food	43,212	27,878
Interest	1	0
	66,892	45,934
Expenditure		
Distributed Goods		
Food donations - distributed	40,781	30,536
Bread	240	0
Food purchased	2,235	1,325
Fruit and Veg vouchers	2,020	550
Meat vouchers	3,500	750
Energy vouchers	7,046	2,500
	55,822	35,660
Other Charitable Activities		
Citizens Advice Bureau	2,340	0
Administration Costs		
Postage and stationery	664	419
Logo goods	310	0
Fixtures and fittings	18	0
Equipment	131	540
Insurance / data protection	214	214
Mobile phone	90	96
Travel claims	495	433
Sundries	415	248
	2,337	1,951
Total Expenditure	60,499	37,612
Net Income	6,393	8,322
Net Movement in Funds	6,393	8,322
Funds B/F	42,543	34,220
Funds C/F	48,935	42,543

**Tavistock Foodbank
Balance Sheet
As at 31 December 2022**

	£	£
Food Stocks	8,874	6,443
Cash at Bank and in Hand		
Cash at Bank	39,260	35,843
Petty Cash	801	257
	40,061	36,100
Total Net Assets	48,935	42,543
Funds of the Charity		
Unrestricted Funds	48,935	42,543

The Financial Statements were approved by the Trustees on 9 October 2023

And were signed on its behalf by


Julie Lloyd
Treasurer

Notes to the Accounts:

Basis of Preparation of the Accounts

The accounts have been prepared in accordance with the provisions of the Charities Act 2011.

Policy on reserves

The trustees have no defined policy in terms of the levels of resources held, however, the trustees regularly review reserves to ensure that they are adequate to fulfil the Food Bank's continuing obligations and to provide our services for a minimum of a 6-month period.

Fund accounting

All funds are unrestricted and can be used in accordance with the charitable objectives at the discretion of the Trustees.

Accounting Estimates and Judgements

In preparing the financial statements estimates and judgements have been made in the valuation of food stocks and household items, when applying the accounting policies for a fair value. These are evaluated on an ongoing basis and are based on historical experience.

Recognition of Income and Expenditure

The accounts are prepared on a cash basis.

Stocks

Stocks comprise food, toiletries and other household products held for distribution by the Foodbank. Stocks are valued at fair value after allowance for obsolete or slow-moving items.

Stocks cont.

		2022	2021
Food in stock b/f	kg	3,254	4,596
Food donations	kg	21,824	14,080
Food distributed	kg	20,597	15,422
Food in stock c/f	kg	4,482	3,254
Movement in food stock	kg	1,228	-1,342
Rate per KG		1.98	1.98
Food in stock b/f	£	6,443	9,100
Food donations	£	43,212	27,878
Food distributed	£	40,781	30,536
Food in stock c/f	£	8,874	6,443
Movement in food stock	£	2,431	-2,657