



## **Rutland Foodbank Annual Meeting**

**4th September 2022 at 2.00 pm, 36 Melton Road, Oakham**

### **Trustees' Report 2022-2023**

#### **Foodbank Objective**

*.. the prevention or relief of poverty or financial hardship of people living in Rutland and neighbouring districts by providing food and other items and services, information. Advice, education and supporting in such other ways as the trustees shall from time to time see fit (July 2014)*

#### **Chair of Trustees Report, Ali Wainwright**

I'm pleased to introduce the annual report for the Rutland Foodbank for the year 2022-2023. If we look back to April 2022 we were beginning to re-adjust to post-pandemic living. However, demand for support from the Foodbank continued and gained pace during the year as we were all affected by increasing costs. Rises in gas and electricity costs were followed quickly by increasing food costs. Rising inflation impacted upon many households and resulted in increasing number of referrals. Fortunately the operational model we had developed during the pandemic meant that the volunteers were able to respond to the rising needs.

Once again I am indebted to my fellow trustees and all the volunteers for their help and support during this year. Their continued resilience and focus meant that we were able to respond to referrals in a timely way.

2022-23 was another challenging year but the Rutland Foodbank has built on its sure foundations to become a resource for many and well-regarded by Rutland residents.

### **The Trustees in post 2022-2023 were:**

Ali Wainwright, Chair

Sue Brown

Dee Burton (appointed July 2022)

Vaughan Gilbert

Michael Masters, Treasurer

Trustees recruited a new colleague Dee Burton during the year. Dee has volunteered with Foodbank for a number of years and had supported our project manager during the pandemic. She brings a wealth of experience to the board. Her background in business and volunteering brings additional skills to the team.

Three trustees came to the end of their 3-year tenure, Ali Wainwright, Vaughan Gilbert and Michael Masters all indicated that they were willing to continue a further term, this was supported by fellow trustees.

### **Working with the Trussell Trust**

We continue to be supported at a Regional and National level by experienced staff from the Trussell Trust. The online access to resources and specific advice is continuing to prove helpful. As the restrictions on gatherings meetings were easing there were opportunities to meet volunteers and staff from local foodbanks to share good practice and problem-solve.

Two trustees attended the Regional Forum in Nottingham, an opportunity to reflect on the impact of the pandemic, and also to discuss the impending cost of living crisis and to consider how to highlight the hardships so many face daily.

All foodbanks are working jointly towards a time when they are no longer needed so an understanding of the 'Guarantee our Essentials' campaigning by the Trussell Trust, supported by many other charities, was helpful in thinking about to work with other local groups and charities and Rutland County Council.

## Finance Report

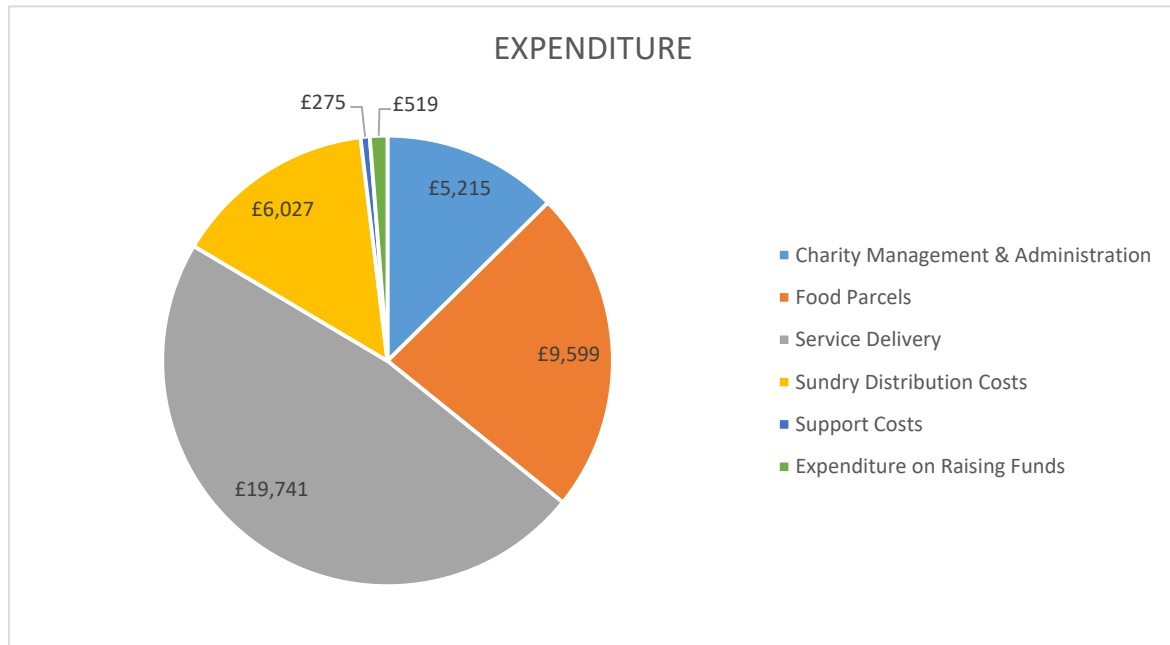
The Annual Accounts accompany this report and thanks are given to Andrew Gilbert who carried out an independent examination.

The income for the year was still very high with other donations almost double the previous year's figure. We also received a large grant from the Trussell Trust as restricted income to be used in connection with the new Financial Inclusion Project. Further information about the donations is given below.

Expenditure out of the general fund was very similar to the previous year (£41,376 against £39,306). Restricted expenditure was much increased due to the Financial Inclusion Project and also due to a donation specifically to pay for throws distributed as part of a Christmas gift.

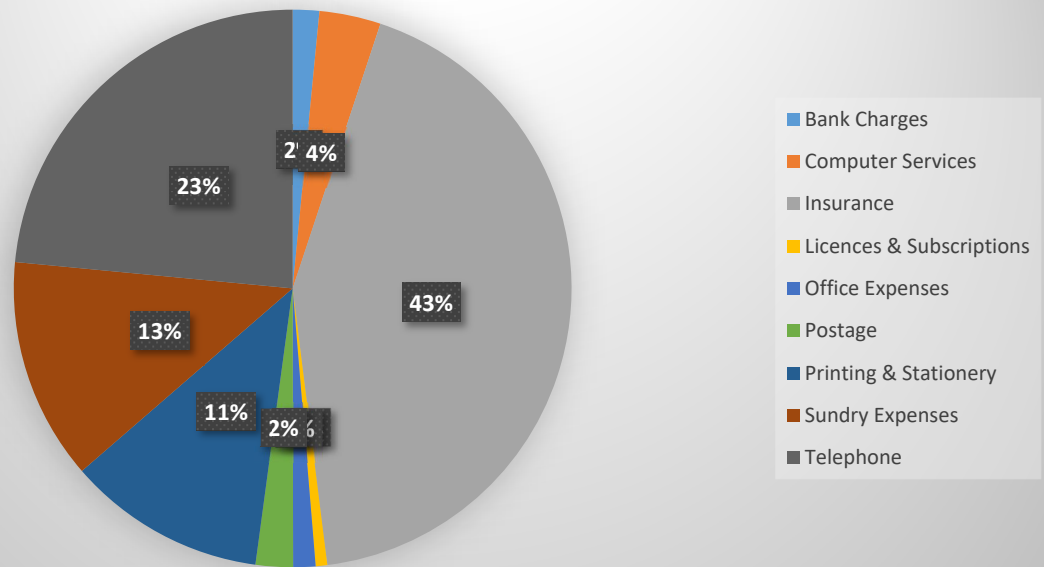
This chart shows the distribution of the general fund costs:

These costs can be analysed further:



The administration costs remain similar to the previous year, with insurance and telephone costs making the largest cost.

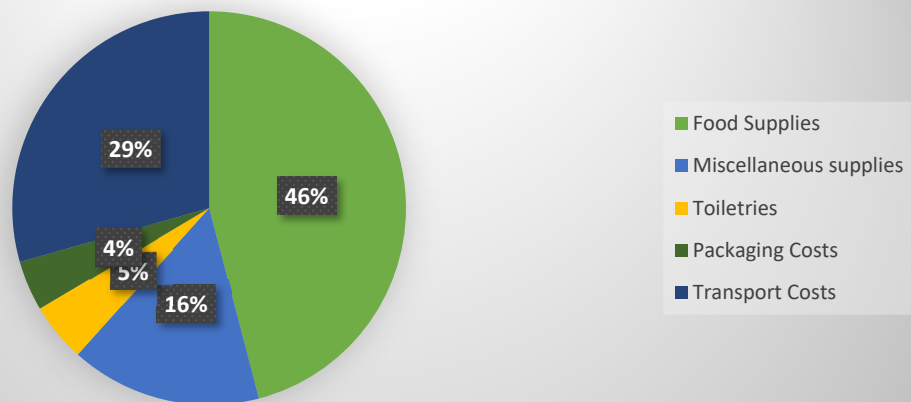
## ADMINISTRATION COSTS



Premises costs totalled £17,651 of which £16,000 was paid in rent.

The year saw the continued and regular use of van deliveries of seven day supplies including purchased fresh food. The cost of food purchases increased from £4,063 to £8,562. The cost of miscellaneous supplies was largely covered by a restricted donation.

## Deliveries



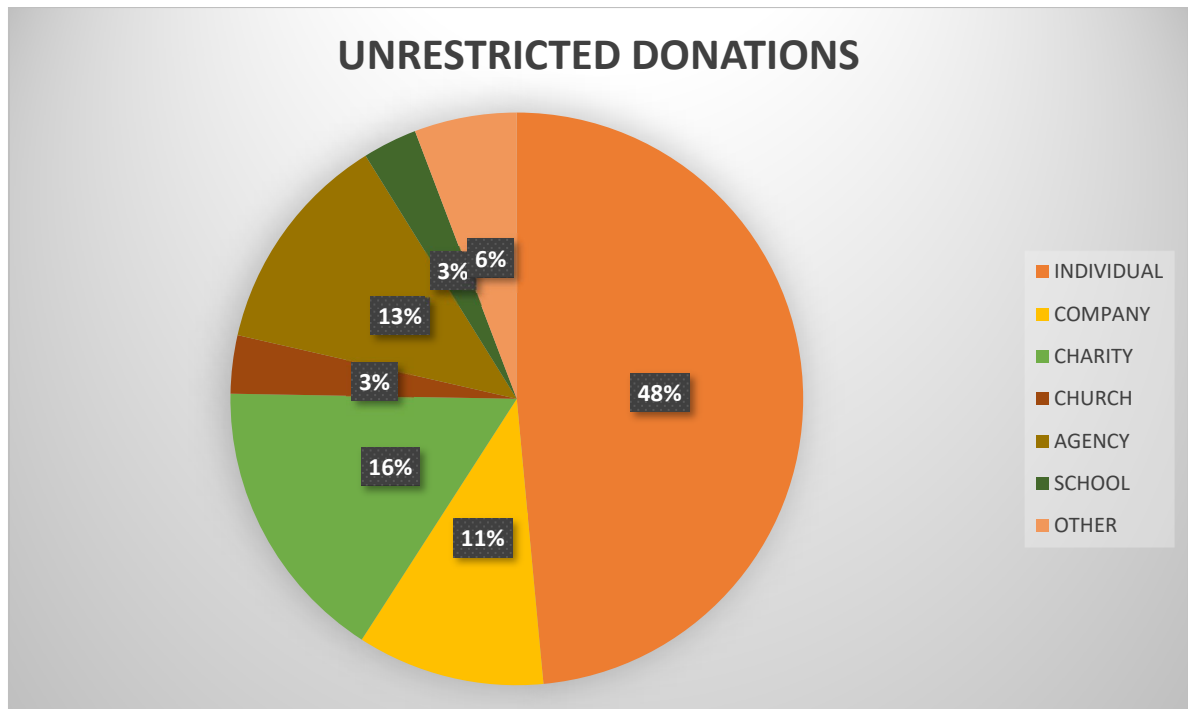
The net result for the year reserves had risen to £100,879, which is higher than the Trustees deem to be the minimum required. These reserves represent just under 2½ year's expenditure. Although the future is still uncertain and the day to day costs are higher than previous years,

the Trustees are not looking to increase income and are declining offers of grants and other funding.

Apart from the onward transfer of two quarterly payments to Citizens Advice Rutland in connection with the Financial Inclusion Project, the Trustees also approved a further grant of £2000 to Citizens Advice Rutland to enable an extension to the service offered.

**Donations and Grant Income**

Monetary unrestricted donations were received from 100 named individuals plus an unknown number who gave anonymously, 11 Companies, 7 other Charities, 11 Churches 2 Schools and 10 other groups. Donations were also made via fundraisers including CAF, Give As You Live, Just Giving and PayPal. The total received was £65,700. In addition, Gift Aid amounting to £4,732 was reclaimed during the year.



In addition restricted income totalling £23,050 was received from two charities and one other source in connection with Financial Inclusion Project and the Christmas “Hampers”.

There were quite a number of specific fundraising events. Probably the scariest was watching a team from Henry Spain Finance doing Fire Walking, we're pleased to report none of the fundraisers ended up with scorched feet.

We also received donations from the Rutland Antiques and Art Centre in Uppingham, D'Ukes of Rutland (local ukulele players), the Rutland Morris Men, the Uppingham and Oakham Rotary Clubs, The Rutland Lions and various other groups.

Fundraising events included The Chater Community Choir Christmas Concert (and food collection) and a Carols by Candlelight concert performed by Arts for the Heart of England in All Saints Church, Oakham arranged by the Lord Lieutenant

Again a number of local individuals undertook significant personal challenges.

We are so pleased that they all chose the Foodbank as their recipient.

## **Volunteers**

Once again we have to record our thanks to everyone who has volunteered during the year. It would be impossible to help as many people as we do without the wonderful team who give their time so freely. Their energy and kindness helps create a charity that truly cares for those experiencing poverty.

During the year we bade farewell to a number of our volunteers who were moving away. Our thanks to them for their help.

We were fortunate in recruiting a handful of new volunteers to help us across our activities. We welcome them and look forward to the support and input.

We also re-started volunteer training events and were pleased that 13 of them gained accredited training in Basic Life Support and use of an automatic defibrillator

All our volunteers have continued to display remarkable resilience and flexibility whilst undertaking the collecting, sorting, dating, shelving, picking and packing tasks.

## **Communications and networking**

During the year volunteers from the Foodbank have worked with other groups and organisations to raise awareness.

Trustees have undertaken talks to the Scouts, Beavers, Schools, Mothers Union and Rutland charities. This has been an opportunity to raise awareness of the need for the Foodbank explaining how we support local families and households. Many of these groups have also been collecting donations for us and we are very grateful for their support.

## **Deliveries**

Clemmie (the bright orange van) made it through her MOT with a couple of minor repairs and some new tyres (just in time for a couple of snowy days). During the year we made over 750 deliveries and used the van for picking up the donations from local collection baskets in supermarkets, churches and from the villages etc. Having our own transport has given us much more flexibility in delivering and collecting donations during the year. The van's mileage was around 5,200 during the year.

## **Referrals**

We continued to work with referrers using the Trussell Trust online voucher / referral system and issued a 7-day food and toiletries pack. There were a range of referrers but the main ones remained frontline staff from Rutland County Council, Citizens Advice Rutland, local support agencies, schools and churches. As clients no longer had to attend in person and we continued to call them prior to packing to discuss food allergies, whether they needed nappies, pet food etc. It also allowed the team to discuss delivery arrangements.

We received 776 referrals in 2022-2023, fewer than the first year of the pandemic but more than 2021-2022.

## **Financial Inclusion project**

Following a grant application made to the main Trussell Trust Charity, trustees were pleased to establish a Financial Inclusion Project for Foodbank clients.

The project began in November 2022 working in partnership with Citizens Advice Rutland (CAR). The CAR advisors are working to offer a wraparound support to Foodbank clients.

The main purpose of the project is to maximise household income by identifying areas where income can be gained in the hope that the client will be able to move away from Foodbank use and regain control over person expenditure.

The CAR advisors also assist clients with other issues such as debt management and signposting to help for managing physical and mental health conditions if they are not already getting specific support.

The project has been funded for three years and at the moment the data received is demonstrating significant financial gains on behalf of Foodbank clients

### Activity

Although we were not as busy as 2020-2021 (the first year of the pandemic) we still operated with packing and delivering five days a week and were busier than last year. Some of the sessions were busier than others but the ability to respond to a request for help usually within 24 hours was an important factor in maintaining our operating hours

Year	No. of Vouchers / Referrals	Adults	Children	Total	Meals Provided
2015 - 2016	300	420	232	652	5,686
2016 - 2017	298	372	187	559	5,031
2017 - 2018	366	594	345	849	7,641
2018 - 2019	484	647	495	1,142	10,278
2019 - 2020	544	652	736	1,388	15,492
2020 - 2021	837	1,137	888	2,025	42,525
2021 - 2022	704	1,011	800	1,811	38,031
<b>2022- 2023</b>	<b>776</b>	<b>1,169</b>	<b>954</b>	<b>2,123</b>	<b>44,583</b>

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.



By far the biggest issue are the number of clients who have low incomes. Unfortunately this category is not sub-divided so it's not possible to ascertain the primary reason for low income. Some clients only need support for a short while whilst they are starting a new job or their benefits are getting sorted but there are some clients who find they need help for during periods where they have poor health (primarily mental ill-health) or sudden unexpected expenditure such as urgent bills for repairs etc.

<b>Crisis (Primary Cause)</b>	<b>No. Vouchers</b>	<b>Adults</b>	<b>Children</b>	<b>Total</b>
Benefit Changes	26	38	49	87
Benefit Delays	18	29	34	63
Child Holiday Meals	6	9	15	24
Debt	33	47	40	87
Delayed Wages	10	14	12	26
Domestic Violence	12	16	21	37
Homeless	13	21	3	24
Low Income	597	878	680	1,558
Other	50	79	81	160
Sickness	29	38	19	158
<b>Total</b>	<b>776</b>	<b>1,169</b>	<b>954</b>	<b>2,123</b>

We support all ages and families and individuals. Again the database enables us to understand more about the people we help

<b>Age Group</b>	<b>No. Of People</b>
Adults (17-24 yrs)	221
Adults (25-64 yrs)	890
Adults (over 65 yrs)	48
Children (0-4 yrs)	273
Children (5-11 yrs)	422
Children (12-16 yrs)	259
<b>Totals</b>	<b>2,123</b>

<b>Size of Family</b>	<b>No. Vouchers</b>
Couple	53
Family	175
Other*	69
Single	241
Single Parent	238
<b>Totals</b>	<b>776</b>

\*Other – A household with at least 3 adults (usually multi-generational)

### **Purchased Items**

During the year trustees made the decision to not to renew the membership of the FairShare charity that used to supply fruit and veg weekly that would otherwise gone to landfill this was because there were times when what was sent didn't really meet the needs of our clients so we ended up creating food waste.

A decision was made to purchase from the Oakham Market, fresh potatoes, onions, carrots and apples. In addition, we continued purchasing fresh bread, eggs, cheese and spread so that every household receiving an emergency pack had these fresh items

We also used some of the financial donations to purchase additional food and toiletries when we began to distribute more than we were receiving.

### **Collection Points**

Our collection baskets in supermarkets and churches and other local venues help us to collect a range of donations.

The Village Collection Scheme remains a much valued source of donations. This year we had to revise the collection schedule so that we visit each village once a month rather than fortnightly due to the cost of fuel. We continue to be well supported and would like to record our thanks to each of the village coordinators who share and update the local community with the Wish List.

## Food and Toiletries Donations

We've 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.

Again we've been pleased to receive donations of dog and cat food during the year which has meant we've been able to support Rutland residents to keep their pets.

The breakdown of where our food and toiletries donations were collected from shown below:

<b>Donors (Food &amp; Toiletries)</b>	<b>Weight (kg)</b>
Churches	1,539.70
Community Collections (Villages)	4,045.89
Co-op Stores Oakham (Braunston Rd & Burley Rd)	2,981.20
FareShare E Midlands (Charity)	4,487.55
Individuals	3,327.35
Lidl	1,288.80
Aldi – Neighbourly & Community Basket	483.34
QD Stores	109.26
Local Businesses & Organisations	484.41
Other Donors	40.00
Rutland Charities & Community Grps	454.67
Schools	2,312.85
Tesco	11,635.52
Uppingham (various sites)	1,524.85
<b>Totals</b>	<b>34,715.39</b>

We received nearly 35,000 kg of donations during the year. Our thanks are sent to everyone who has helped us. A true reflection of the community spirit we have in Rutland.

Although we experienced a slight drop in donations made for the supermarket, church, and school collection baskets. We were delighted to see that wish lists that we produce are helping people understand what items we would like donated. We do have core items that we always need as these form the basics in the emergency food packs. We prepare.

The Oakham Tesco store is a Permanent Collection Point (PCP) within the Tesco/Trussell Trust network. The benefit of this is the additional financial donation given by Tesco Corporate based upon the weight of donations collected. This added £1,838 to our income.

We wish to extend our grateful thanks to our wonderful donors who arranged collections during the year of food & toiletries. These include:

- Numerous individuals and families
- Local groups and charities including The Oakham Beavers, Uppingham Guides, Rutland Armed Forces & Veterans Breakfast Club, Oakham Rangers, Nordic Walkit, Chater Community Choir, Uppingham Cricket Club, Tilton Ladies, Uppingham Sports Centre, Oakham Rotary, Uppingham Rotary, Rutland Lions, Loddington WI and Barrowden and Wakerley WI
- Local businesses including Oakham Grange Care Home, The Angler, McDonalds staff, Home Straight staff, Screwfix staff, CPO Projects staff, Arnold Wills staff, Zeeco staff, Hegartys staff and Cadburys
- Local schools, academies and colleges including UCC (Aquila House), Brooke Priors, Harington College, Oakham School, Langham Primary, Cottesmore Academy, Cottesmore Primary, Burley Road CofE, Empingham, Great Casterton, Leighfield, English Martyrs, Exton & Greetham, Brooke Hill and Knossington Grange
- Local churches including Egleton, Braunstone, Langham, Preston, Oakham Congregational, Preston, Belton, Oakham All Saints, Empingham, Tilton, The Quakers, Bisbrooke, Cavendish Gospel, Wing, Whissendine, Edith Weston Greetham, New Apostolic Church, Corby, Market Overton Free Church, Empingham Methodists, Market Overton, the Rutland Water Benefice, Whitwell, Oakham Methodists and Oakham Baptists

*Our sincere apologies if we have missed any groups, schools, churches and organisations.*

### **Seasonal Donations**

During the year we had generous donations from individuals, schools and churches for Easter and Harvest and Christmas which helped us keep our stocks up and share some treats to households. It was lovely to see so many more churches and schools able to hold Harvest services in all they contributed nearly 1,000 kg of donations.

## **Christmas Goody Bags**

Once again, we were able to share some joy to households over the Christmas period by packing and delivering Christmas Goody bags. We were delighted to receive a donation of £2,500 from The Rutland Lions that we used to purchase warm throws. We were aware that many households were facing the heat or eat dilemma the throws were chosen to help keep everyone warm during the winter months.

Again we held a very successful Tesco collection weekend and receiving donations from a number of local individuals, schools and companies who collected for our Reverse Advent Calendar we were able to provide a range of food treats but also small Christmas decorations and small gifts. The Uppingham Rotary Club donated a wide range of craft materials.

We packed nearly 300 goody bags, one for every household we had supported since January 1<sup>st</sup> 2022. It was a superb piece of teamwork with a team of dedicated volunteers sorting Christmas treats (sweet & savoury), small toys & stocking fillers, toiletry gift sets, colouring books etc and packing to suit the household size and trying to match to the ages of the children and adults.

Distribution took place over a few weeks. We were helped massively by a handful of our volunteers and their families who undertook deliveries to clients across the county.

## **Approaching 2023-24**

As 2023 began we noticed a decline in the weight of food and toiletry donations we received at the same time as the number of referrals increased. Fortunately, our financial reserves helped us purchase food and toiletries to offset distribution to households in need.

In addition, to ensuring new clients were supported by the Financial Inclusion Project, if they wished, the volunteers continued to reach out, by including non-food items in the pack ups to help these included small toys colouring books, and for every new household, one of the warm throws we had sourced for the Christmas bags

As we approached the end of our year we knew that the operations of the foodbank needed to maintain the flexibility that had been so apparent during the previous months. Our volunteers maintained their resilience and continued to deal with challenges that arose.

To end our report we wish to reiterate our thanks to everyone involved with the operation of the Rutland Foodbank Charity and all those who give their support, it is so appreciated.

Signed: 

Date: 04-09-2023

Print Name: Ali Wainwright, MBE

Position: Trustee, Chair

Signed: 

Date: 4 September 2023

Print Name: Michael Masters

Position: Trustee, Treasurer

**Rutland Foodbank**

Registered Charity No 1158460

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

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

Telephone Number 07582 783363

## RUTLAND FOODBANK

Receipts and Payments Account 1st April 2022 - 31st March 2023

	Unrestricted	Restricted	Total Funds	
	£	£	2022/23 £	2021/22 £
<b>RECEIPTS</b>				
Income from Donations and Legacies				
Gift Aid Claimed	4,732		4,732	7,891
Grant Income	4,518	22,800	27,318	1,680
Other Donations	40,822	250	41,072	22,395
Regular Donations	19,461		19,461	16,073
Investment Income			-	
Interest Received	578		578	96
Other Incoming Resources			-	
Other Income			-	
<b>Total Receipts</b>	<b>70,111</b>	<b>23,050</b>	<b>93,161</b>	<b>48,135</b>
<b>PAYMENTS</b>				
Charitable Activities				
Charity Management & Administration				
Advertising			-	
Bank Charges	80		80	96
Computer Services	186		186	186
Insurance	2,238		2,238	2,384
Licences & Subscriptions	35		35	40
Office Expenses	67		67	77
Postage	113		113	
Printing & Stationery	600		600	456
Sundry Expenses	671		671	140
Telephone	1,225		1,225	1,225
Food Parcels			-	
Food Supplies	8,562		8,562	4,063
Miscellaneous supplies	228	2,700	2,928	558
Toiletries	809	92	901	537
Financial Inclusion Project				
Grants		9,500	9,500	
Service Delivery			-	
Donations made	2,000		2,000	1,000
Other Equipment			-	130
Other Safety costs	90		90	157
Premises			-	
Cleaning			-	
Fire/Electrical Safety	268		268	88
Fittings	162		162	68
Heating/Lighting	887		887	2,700
Rent	16,000		16,000	16,000
Repairs	225		225	372
Water Rates	109		109	73
Sundry Distribution Costs			-	
Packaging Costs	542	224	766	590
Transport Costs	5,485		5,485	7,607
Support Costs			-	
Safeguarding	145		145	129
Training	130		130	
Expenditure on Raising Funds			-	
Just Giving Processing Fee	360		360	400
Just Giving Transaction Fee	159		159	406
Purchase of Fixed Assets				
<b>Total Payments</b>	<b>41,376</b>	<b>12,516</b>	<b>53,892</b>	<b>39,482</b>
<b>All Receipts</b>	<b>70,111</b>	<b>23,050</b>	<b>93,161</b>	<b>48,135</b>
<b>All Payments</b>	<b>41,376</b>	<b>12,516</b>	<b>53,892</b>	<b>39,482</b>
<b>Net Movement in Funds</b>	<b>28,735</b>	<b>10,534</b>	<b>39,269</b>	<b>8,653</b>
<b>Total Funds Brought Forward</b>	<b>72,145</b>	<b>1,663</b>	<b>73,808</b>	<b>65,155</b>
<b>Total Funds Carried Forward</b>	<b>100,880</b>	<b>12,197</b>	<b>113,077</b>	<b>73,808</b>

## RUTLAND FOODBANK

### Statement of Assets & Liabilities as at 31st March 2023


	2023 £	2022
Cash at Bank and in hand		
Bank Balances		
CAF Bank (cash)	17,969	13,759
CAF Bank (gold)	70,333	40,007
CAF Bank (gold)	14,085	
Petty Cash & Cards	90	42
CAF 12month Fixed Rate Saver		20,000
Shawbrook Bank 60day Notice	10,000	
CAF Vouchers	600	
Net assets	<u>113,077</u>	<u>73,808</u>
<b>Total Funds</b>		
	£	£
Restricted Funds		
Christmas Hampers	1,124	1,344
Toiletries	132	177
Covid 19	142	142
Financial Inclusion Project	10,800	
Total restricted funds	12,198	1,663
General Fund	100,879	72,145
	<u>113,077</u>	<u>73,808</u>

Note: Assets retained for the charities own use include office equipment, refrigerators, shelving, scales and a delivery van.

Approved at a meeting of the Trustees held on 30 May 2023

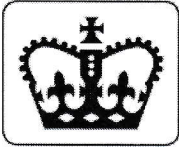


Michael Masters  
Treasurer



Ali Wainwright M.B.E.  
Chairperson





Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name RUTLAND FOODBANK

On accounts for the year ended

31st MARCH 2023

Charity no (if any)

1158460

Set out on pages

1 and 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 31/03/2023.

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 (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:

[Signature]

Date:

1/8/2023

Name:

ANDREW GILBERT

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

ACCA CHARTERED ACCOUNTANT MEMBERSHIP NO: 6399901

Address:

28 PRINCESS AVENUE OAKHAM LETS GPQ

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.**

