



ANNUAL REPORT

2018

Registered Charity Number 1177303

Company Registration Number CEO13360

Principal Office Northgate Hospital
Morpeth
NE61 3BP



TRUSTEES: Richard Charles Anderson (appointed 26 February 2018)
Marie Attwood (appointed 26 February 2018)
Elizabeth Evans (appointed 26 February 2018)
Linda Mary Fugill (appointed 26 February 2018)
Chris Grocock (appointed 26 February 2018)
John Rowley (appointed 26 February 2018)
Sheila Rowley (appointed 26 February 2018)
Neil Robinson (resigned May 2018)
Ann Lemmer (resigned May 2018)

TREASURER: John Rowley
SECRETARY: John Rowley

PROJECT CO-ORDINATOR Linda Fugill
ADMINISTRATION CO –ORDINATOR Sheila Rowley

WAREHOUSE MANAGER Joan Beecroft

FINANCE DEVELOPMENT Sean Fugill
ADMINISTRATION ASSISTANT (Salaried) Dianne Keltie

INDEPENDENT EXAMINER Wellway Accountants Limited
Borough Hall
Wellway
Morpeth
NE61 1BN

Chairman's Remarks

I am pleased to present to you a record of the activities of Wansbeck Valley Food Bank during 2018.

The last year has proved to be a year of change. Firstly, after considered deliberation and professional advice we changed our status from a registered charity to a Charitable Incorporated Organisation. As this change took place during our financial year we have had to produce two sets of accounts, which are contained in this report.

Secondly we moved our main operation to dedicated premises at Northgate Hospital. We are grateful for the support of the New Life Christian Centre in previously providing accommodation. However the growing demand on both the church and the Food Bank necessitated us finding new premises. We are indebted to the Northumberland Tyne and Wear NHS Foundation Trust and NTW Solutions Ltd for all their considerable efforts in providing us with our new premises.

Thirdly, after careful consideration we appointed a salaried part time Administration Assistant. This appointment has already proved beneficial and has freed up the time of key volunteers to enable them to concentrate on planning and strategy.

During this year of flux, there are two factors that have remained unchanged and constant. Firstly, the generous provision of both food and finance by a huge range of supporters. And secondly the unwavering dedication of our volunteers.

We are in a strong position to face the challenges of the new year and whatever changes that might bring.

Sheila Rowley

Chair of Trustees

Trustee's Report

Objects and Aims

Wansbeck Valley Food Bank is a registered charity, set up to prevent or relieve poverty or financial hardship in Northumberland. The charity achieves its aims and objectives, in particular but not exclusively by:

- The provision of emergency food parcels, items, services and facilities to individuals in financial need
- Contributing to and co-operating with charities and other organisations working to prevent or relieve poverty from within Northumberland.

Objectives, strategies and activities

During the past year the charity has issued emergency food parcels to those identified as being in need by our professional and caring partners.

For those with mobility and transport issues we use our dedicated transport to make home deliveries.

When available we often supplement food parcels with bread, cheese, spread, some fresh produce and toiletries.

Clients are also offered a Butcher Voucher on a yearly basis.

We try where possible to cater for clients with special dietary needs, babies and pets.



We relocated premises during the year and now have sole use of a property at Northgate Hospital.

This provides warehousing, distribution and administrative facilities.

This move has greatly increased our storage capacity as our operation has continued to extend in the community.

The food and services we provide are funded by generous cash donations from a range of supporters, from individuals to local organisations, councils, businesses, churches and schools.

In addition we receive huge quantities of food donations. In the run up to Christmas our Warehouse Manager was overwhelmed by the amount of food donated and at one time was in danger of disappearing for ever behind a mountain of Christmas Puddings.

NTW generously provided us with additional temporary storage facilities to enable us to cater for the pre-Christmas demands.

Our Warehouse Manager continuously monitors stock levels, highlighting potential shortages and ensuring there are adequate supplies to meet demand.

Our operation is entirely dependent on the continuing and incredible generosity of the community in terms of food and financial donations.





We are almost solely reliant on a team of dedicated volunteers who sort food, stack shelves, pack bags, drive the van and distribute the parcels.

The growing demands on the services provided by the Food Bank resulted in unsustainable work loads for a number of key volunteers.

Consequently the Trustees took the decision to appoint a salaried part-time Administration Assistant in October 2018.

This appointment allows us

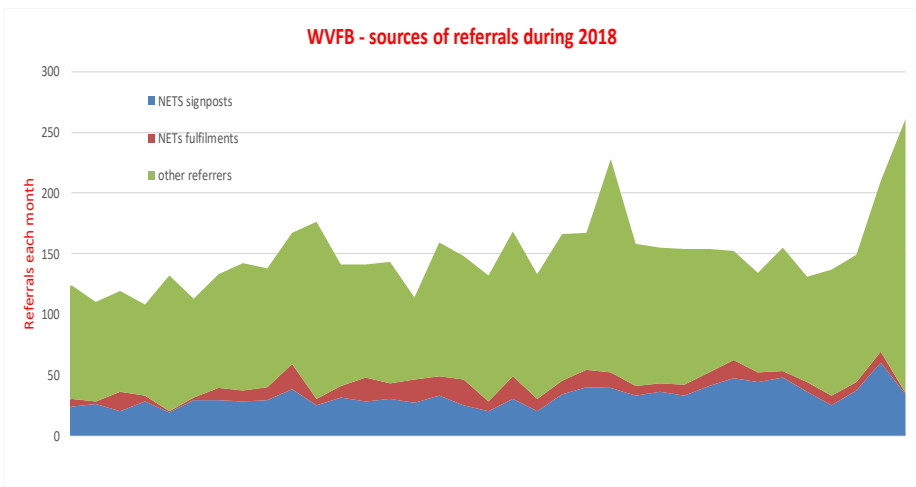
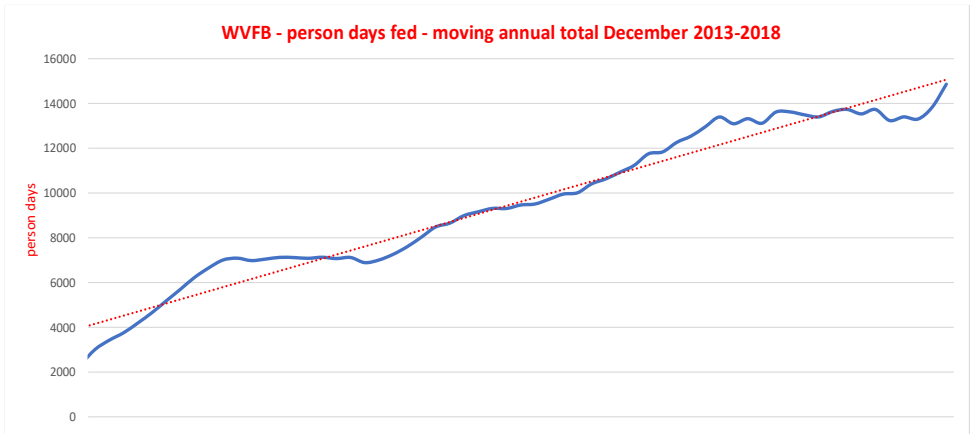
- to effectively co-ordinate and provide information to all our volunteers.
- to provide referrers and clients with a consistent and identifiable point of contact.
- to free up key volunteers for other duties and to improve/develop the operation of the food bank
- an opportunity to ensure we are compliant with our statutory obligations and that policies and procedures are up to date.

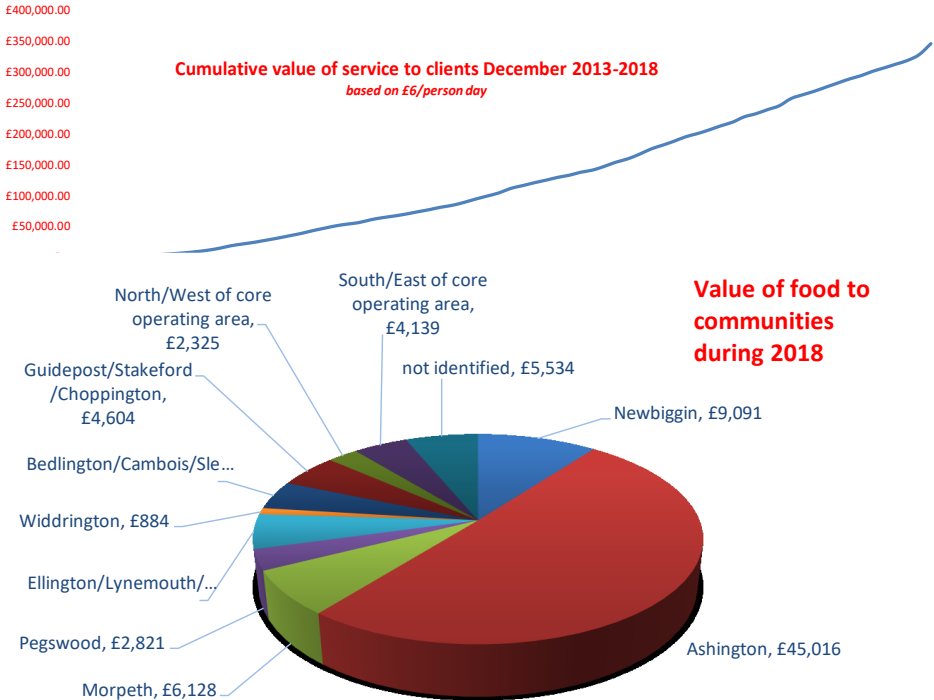
Public Benefit

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.

Achievements and Performance 2018

- we fed almost 4500 people
- the approximate valued in total £90,000.





Financial Review

The charity's current account will be maintained at approx £5000. This can be increased with trustee approval for exceptional items. The deposit account will be maintained for the remaining balances.

Policy on reserves

The trustees have no defined policy in terms of the levels of resources held. However, the trustees on a quarterly basis review the amount of reserves that are required to ensure that they fulfil the Food Bank's continuing obligations and to provide services.



Structure, Governance and Management

Nature of governing document

Wansbeck Valley Food Bank is governed by a Constitution of Charitable Incorporated Organisation.

Recruitment and appointment of trustees

Trustees were appointed at the AGM, however the trustees may appoint a new trustee to temporarily fill a vacancy or to bring in additional skills or experience. Such a trustee will retire at the next AGM but can then be reappointed.

The Trustees, where practicable are involved in the work of the Food Bank.

As the Charity changed its status all Trustees are deemed to have been in office for one year.

Organisational structure

On 26th February 2018, Wansbeck Valley Food Bank changed from a Registered Charity to a Charitable Incorporated Organisation. All assets transferred to the new organisation.

The Trustees have appointed an Operations Team to oversee the day to day activities of the Food Bank. They report to and are accountable to the Trustees.

The team consists of volunteers who are involved in all aspects of the work of the Food Bank.

The Annual Report was approved by the trustees of the charity on 28th February 2019 and signed on its behalf by : Rev John Rowley

Independent Examiner's report to the trustees of Wansbeck Valley Food Bank

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2018 details of which are summarised here. The full report is available on request.

Respective responsibilities of trustees and examiner

As the charity's trustees of Wansbeck Valley Food Bank 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 Wansbeck Valley Food Bank's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all 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 with the examination giving me cause to believe that any material respect:

1. Accounting records were not kept in respect of Wansbeck Valley Food Bank as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

R Thompson
ICAEW
Borough Hall
Morpeth
Date 28 February 2019

Balance Sheet as at 31 December 2018

Current Assets

Cash at bank and in hand	75,832
Creditors: Amounts falling due within one year*	<u>(27,397)</u>
Net Assets	<u>48,435</u>

Funds of the Charity

Unrestricted income funds

Unrestricted funds	<u>48,435</u>
Total funds	<u>48435</u>

*Creditors falling within one year

Other Taxation and social security	(103)
Accruals	27500
	27397



**Wansbeck Valley Food Bank
For the Period ended 25 February 2018
Income and Expenditure Account**

	Period ended 25 February 2018	Year ended 31 December 2017
Income		
Donations - Individuals	1,339.27	38,600.00
Churches	2,165.80	5,748.00
NETS Payments	510.00	-
Grants, Trusts & Bequests	1,110.00	2,000.00
Collection Boxes	443.80	-
Local Business & Clubs	1,634.98	-
Gift Aid	1,744.91	1,164.00
Other	42.75	2,605.00
Bank Interest	25.00	-
Total Income	9,016.51	50,117.00
Expenditure		
Food & Toiletries	1,286.83	15,118.00
Rent	893.38	5830.00
Vehicle	1,776.89	1,955.00
Stationery & Telephone	293.88	4,017.00
Insurance	-	507.00
Equipment	-	553.00
Other	65.37	3,611.00
Bank Charges	10.00	-
Total Expenditure	4,326.35	31,591.00
Income over Expenditure	4,690.16	18,526.00
Fund Balances at Year End		
	CASH	FUNDS
Bank Balances	56,993.28	51,073.28
Petty Cash	90.00	6,010.00
TOTAL	57,083.28	57,083.28

Wansbeck Valley Food Bank
Detailed Statement of Financial Activities for the Period from
26 February 2018 to 31 December 2018

	Total 26 February 2018 to 31 December 2018 £
<i>Donations and legacies</i>	
Legacies and bequests	100
Donations from antecedent organisations	57,083
Donations - Individuals	12,760
Donations – Churches	4,018
Donations Town and Parish Councils	12,295
Donations – Morpeth Mayors Charity	7,358
Donations – Collection Boxes	1,010
Donations – Local Business and Clubs	5,639
Grants – other agencies	<u>4,652</u>
	<u>104,915</u>
<i>Other trading activities</i>	
Sale of Christmas Cards	<u>840</u>
	<u>840</u>
<i>Investment income</i>	
Interest on cash deposits	<u>36</u>
	<u>36</u>
<i>Charitable activities</i>	
Wages and salaries	(2,250)
Recruitment costs	(700)
Food and Toiletries	(9,446)
Carrier Bags	(263)
Rent	(2,689)
Insurance	(556)
Telephone and Stationery	(2,674)
Equipment and IT	(2,662)
Printing of Christmas Cards	(598)
Sundry Expenses	(398)
Northgate Premises Expenses	(32,348)
Motor Expenses	(1,548)
Legal and professional fees	(1,174)
Bank charges	<u>(50)</u>
	<u>(57,356)</u>

Notes to the Accounts:

The trustees have prepared the trustees' report and financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The trustees believe the financial statements give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for the period.

Financial guarantee contracts

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the year end the CIO did not have any outstanding guarantees to third-parties nor any debts secured on assets of the CIO.

Tangible fixed assets

Individual fixed assets purchased are written off in the year of purchase.

The charity owns a van which was transferred on incorporation. This was written off in the year of purchase in 2015. A van fund has been formed in anticipation of purchasing a new van and an annual amount is credited to this fund in line with a depreciation on the current van over its expected life of 4 years.

Trustees remuneration and expenses

No trustee, nor any persons connected with them, have received any remuneration from the charity during the year.

Bank Accounts

Bank accounts are with CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ. There is both a current account and interest bearing Gold Account. The trustees endeavour to maintain adequate balance in the current account to service the day to day requirements of the Food Bank.

Project Managers Report

2018 was another busy year for the food bank with our move to our new premises at Northgate Hospital in May, and the foodbank was officially opened by Lisa Crichton-Jones from NTW and celebrated with cake and fizz!

We have seen an increased demand for our services and in 2018 we supported almost 4,500 people which equates to almost 15K days worth of food or 45,000 meals.

Since starting in 2012 we have distributed £350,000 worth of food and £89,000 pounds of food was given in 2018.

Our Facebook page has been developed over the year and we now regularly advertise events like the monthly ASDA collections, request donations, advertise changes to operating hours etc. It's good to keep reminding people about our work.

2018 saw the foodbank featured on the BBC North East Politics show when we were asked to talk about Universal Credit and what plans we had to help people, particularly over the Christmas period.

November and December were a busy period in the food bank and the statistics show that we provided 50% more parcels than the previous year.

So, what does 2019 hold?

We believe that the service will continue to grow and the future for many of our clients remains bleak with benefit sanctions, unemployment, universal credit and homelessness.

Plans to take the service forward:

We need to develop our team of volunteers to help deliver the service and identify those who are willing to take on roles of responsibility to ensure that the foodbank is well resourced and sustainable into the future.

We have spent the time developing relationships with referrers particularly the Bridge Project and the Red Cross.

The Bridge Project aim to provide better opportunities for those furthest from the labour market by working on a one to one basis with clients. Some of our clients are already being helped by this project.

2018 saw a closer working relationship with the Red Cross as many refugee/ asylum seekers are now living in Ashington. We provided more than 30 Christmas parcels to them which were gratefully received.

Finally we are grateful for the generosity of all councils, churches, businesses and Individuals who continue to support us with money, donations and prayers.

Thanks also to Asda, Glenton's, Gebhard's, Newbiggin, Pegswood and Morpeth Co-op, M&S and Lidl who either donate or allow us to collect instore. Thanks to Ashington Community Football Club.

Finally a big thank you to all the volunteers in whatever role who give so willingly of their time and energy.

Thank you

Linda Fugill



Asda Collection

From a Referrer

I am writing to thank the Wansbeck Valley Food bank for the help they have given to Asylum seeking refugees who are supported by Red Cross refugee services in the Wansbeck Valley.

The people we support have no right to state benefits and are not allowed to work, they exist on a small allowance from the home office. Difficulties are often experienced receiving this allowance and people are left in destitution Wansbeck Valley Food Bank has never let us down and has responded to our requests for help immediately. They support our people who have health and dietary problems and they have been the only source of help for these people.

Christmas is a time when most of us celebrate with plenty. The food bank delivered parcels to all our families ensuring they had comfort at this time when everyone should know that people care.

The Food Bank has given help to over 100 people most of whom are families with children.

We are particularly grateful for the help given to people with health needs and for the supplies of sanitary wear for women.

Wansbeck Valley Food Bank are one of our most valued working partnerships and we look forward to continuing working together to support the most vulnerable people in our community during 2019.

Lilian Nelson

Case Worker
British Red Cross Refugee Services



Delivering supplies to the warehouse

A Message from our Clients

The following letter was received from a group of clients who had been supported by our Newbiggin Distribution Centre.

Dear Sir/Madam

We are writing to thank you for your help that you have give to the people of Newbiggin and surrounding areas. At the moment we feel that food banks are very important as they help people who are in financial difficulties and struggling with debts.

The amount of food you are given in the bags from the Newbiggin Food Bank is more than enough to help out in a crisis or emergency. It is all good food and includes many different variety of types of food as well. Some people, may not like coming to food banks, but you have made us feel very welcome. You have not criticized us or been judgemental. We are aware you are giving your time voluntarily to help others and thank you for this.

We are very grateful for your generosity and kindness.

Yours very gratefully

Signed by 8 clients.



More Donations

Thoughts from a Volunteer

I have recently joined the team in Morpeth and after a comprehensive induction to the workings of the Food Bank I felt ready to participate.

I attend on a weekly basis and thoroughly enjoy the sessions. Everyone, both volunteers and staff have been very friendly and welcoming as well as patiently answering my queries. I feel very comfortable being there and enjoy being able to be of some use to the community. What an amazing service on offer to those in need with dedicated and very committed and hard working volunteers and staff.



Donations continue to arrive



THANK YOU TO THE FOLLOWING

Asda Ashington

Morrisons Morpeth

Local Churches

Local Schools

Mary Hollan Trust

Ashington Town Council

Morpeth Town Council

Newbiggin Town Council

Pegswood Parish Council

Choppington Parish Council

Holy Sepulchre

Newbiggin Methodist Church

Northumbria Healthcare NHS Foundation Trust

TSB

Newcastle Building Society

Morpeth Rotary

Bewick Orchestra

Lions Club

Morpeth Dispensary

Unison

Lynemouth Power

The Mayor's Charity

Numerous Individuals

Numerous Organisations