

Present: Richard Anderson Chairman; Linda Fugill; Chris Grocock; John Rowley; Sheila Rowley; John Watson

In Attendance: Sean Fugill

1. Operational Issues:

a. Finance:

- i. We are still receiving donations on a regular basis. In 2019 we received £45k in donations. To date this year, we have received £45k.
- ii. A financial summary will be sent to all Trustees. **Action: John R**
- iii. To date we have spent £8k on food
- iv. It is important to stress to our donors that we will require this funding, not just in the short term but also in the long term. People will require our services well past any lock down lifting.
- v. Support Northern Food Banks – a group has formed to offer their help to raise awareness and funds for Food Banks – details to be circulated to Trustees. **Action: Sheila**

b. Food Supplies:

- i. Sainsbury in Morpeth has agreed to place a bulk order on our behalf. A list of required items is to be produced. **Action: Linda & Sean Fugill.**
- ii. Independent Food Aid Network – it was agreed that we should join. **Action: Sheila**
- iii. Fareshare-Go – we have applied to join this scheme.
- iv. We now have an account with a wholesaler.
- v. The contents of the bags have been reduced to ensure that we have enough supplies to provide help when required.
- vi. The trolley in Lidl does not specify some of the food will go to the Food Bank. It was felt that at the present time this was acceptable.
- vii. It was agreed to highlight clients who have received 5 or more parcels in 2020. These to be followed up. **Action: Sheila & Linda**
- viii. Job Search – it was queried whether this was still applicable. **Action: Sheila**
- ix. Overflow Storage – still being used.

c. Deliveries:

- i. Stat nav to be placed in hire van. **Action: Sean**
- ii. Phone from Newbiggin to be placed in hire van. **Action: Sean**
- iii. Additional van. We have specific finance for van hire for 3 months. We will then need to consider whether we purchase another van. We could purchase a new van, minimum delivery mileage van or a second-hand van. This needs to be considered over the next few months and a decision made by the end of July 2020. In the light of the potential economic situation there may be competitive pricing and special deals available.

d. Other Business:

- i. Northumberland County Council as issued a list of Community Initiatives during this crisis.

e. Next Meeting: The date for the next meeting via Zoom- Thursday 23rd April 2020 at 4.00pm.