

Billingham & Stockton

Borough

foodbank



# Annual Report

to 31<sup>st</sup> March 2020

# Contents

|   |    |
|---|----|
| Letter from the Chair of Trustees ..... | 2  |
| Project Manager's Report .....          | 3  |
| Summary .....                           | 3  |
| Personnel .....                         | 3  |
| Outcomes .....                          | 3  |
| Help Through Crisis .....               | 4  |
| Donations .....                         | 4  |
| Warehouse.....                          | 5  |
| Partner and referral agencies .....     | 5  |
| Coronavirus (Covid-19).....             | 6  |
| Financial report.....                   | 7  |
| Balance Sheet .....                     | 8  |
| Notes to accounts — appendix 1 .....    | 9  |
| Foodbank details.....                   | 10 |
| Examiners report .....                  | 11 |

# **Billingham and Stockton Borough Foodbank**

## **Letter from Chair of Trustees**

Billingham and Stockton Borough Foodbank as a charity in its own right was formed on 3<sup>rd</sup> April 2018, established from the existing Billingham Foodbank linked to New Life Church.

We consist of 4 foodbank centres – Billingham, Hebron Stockton, Norton and Stockton Hope together with a food warehouse, clothing bank and baby goods. We continue to grow our presence across the borough supporting those in need of emergency food.

We have established many new links with local businesses and we appreciate their support.

My thanks to Stockton District Advice and Information Service who secured a grant from The Big Lottery fund which enabled us to continue to progress over the last year.

My thanks to Billingham Town Council, Stockton Council, Greggs Foundation, Willan Charitable Foundation and C F Fertilisers for their funding support.

My thanks to the community social groups, children's groups, supermarkets and businesses for their donations of food, finance and their time.

At the time of writing the world is in the middle of the Coronavirus (Covid-19). The demand for our service has never been greater. We have had to adapt our working practices to meet social distancing and isolation. To date we have managed to keep open all 4 centres supported by new volunteers undertaking a delivery service. My thanks to those new volunteers who have supported us at this time.

My thanks to the staff and volunteers who have worked tirelessly to continue to provide the service.

Last, but by no means least, I wish to thank the people of our borough for their support and generosity.

Without your support we could not do what we do.

Janine Browne (Chair of Trustees)

# Project Manager's Report

## Summary

This was to be a year when we would consolidate best practice, build relationships with more local Companies and work closer with our referral agencies. In the main we achieved this but the impact of Coronavirus (Covid-19) at the beginning of March had a great impact on both the way we were able to operate and our food stocks. As always, we have found a way to continue to support those in food crisis. At the year end we had fed 7,813 people, an increase of 23% on last year, 2,846 were children, an increase of 26%.

## Personnel

Our Foodbank Centres are primarily run by volunteers and I am indebted to the 95 people who give us their time and talent to support our charity, their empathy and commitment is greatly appreciated by those in need and we could not exist without them.

My deputy, Greg Maughan, left this year to take up a full-time post. We all wish Greg well for the future. In February, we appointed Helen Winspear as Deputy. Unfortunately, due to Covid-19 she has had to self-isolate, but I look forward to working with her once we get back to some sort of normality.

## Outcomes

In the last year we processed 3,707 vouchers, 35% of which were from those citing benefit delays and changes. We continue to support those waiting on Universal Credit payments and those struggling to meet new ways of budgeting.

Low income was cited by 35% of clients.

## **Help Through Crisis**

Help Through Crisis is a Big Lottery funded service providing support to people facing hardship and crisis, with the aim of helping them to overcome immediate difficulties, and be ready for future opportunities and challenges. Our Foodbank clients are supported by Stockton District Advice and Information Service (SDAIS). My thanks to the team who provide this support. We have seen many Foodbank clients benefit from this service.

## **Donations**

### Supermarket support

Donations from our main Tesco food collections, at Billingham and Stockton, brought in 13 ton of food. We also have a collection point in the Tesco stores which adds to our food supplies throughout the year. We are so grateful to Peter & Sam of Billingham and Jayne & Carol of Stockton for their support. Donations are topped up with a monetary donation.

Through Trussell Trust we now have a similar arrangement with Asda, with collection points, end of day food and a monetary donation. This is a relatively new arrangement and, in this year, we received 3 ton of food from Asda.

We collect end of day food, flowers etc. from M&S, Teesside Park, we appreciate their continued support.

Greggs Bakery provide sausage rolls, pasties, baked goods that enable us to feed our clients when they visit and maybe take home some cakes. This makes such a difference to clients.

Our local Sainsburys and Spar have encouraged their customers to donate, they and their staff have been extremely generous with both food donations and cash. We look forward to continuing to work with the staff in the future.

We receive end of day food from Co-op, Wynyard & Norton, My Incredible Edibles, Aldi and Lidl. This gives us fruit, vegetables and bread to give to clients in addition to their food parcels.

## Christmas

2019 was our busiest Christmas period ever for both clients fed and donations received. We continued our practice of making up food hampers for those in need and gave out 135 hampers, together with toys and Christmas gifts for all. We also gave toys and gifts to clients throughout December, my thanks to all those who donated.

We raised £730 from our Christmas raffle and we are thankful to those who donated prizes or bought tickets.

## Individual and regular donations

We have a generous community in the Stockton Borough and we appreciate all of the support we receive, whether it's a single food donation or local social event. When stocks run low, we put out an appeal on Facebook and the response is always amazing.

We also run 'Friends of Billingham and Stockton Borough Foodbank' enabling donors to give financially on a monthly basis to support our work. This has been built on throughout the year and makes a significant contribution to the running of the Foodbank.

## Warehouse

Our warehouse is now fully operational, managed by Billy Lake, supporting all 4 Foodbank Centres with food supplies. In addition, we house our clothing bank which also makes a financial contribution due to donations but more importantly helps those in need.

## Partner and referral agencies

We worked with 191 referral agencies throughout the Borough, our main referrers being Council departments and SDAIS. By working closely with agencies, we can ensure that clients are fully supported.

## **Coronavirus (Covid – 19)**

The world was hit by Covid-19 in 2020 and as a country we went into lockdown on 23<sup>rd</sup> March. This meant significant change was needed to continue to operate our foodbank centres. We needed to ensure social distancing could be implemented, keeping 2M apart for both volunteers and clients. We have added a delivery service, supported by additional volunteer drivers. My thanks to them for their continued support. We have provided 100s of food boxes to several agencies for them to distribute.

I, and many volunteers have needed to self-isolate. I have worked from home, fortunately I could answer the telephone, emails and organize the delivery service. Obviously, we have not had food donations that we would normally receive. In fact, we received record amounts of food donations at Christmas and most of that has been distributed. We are now having to purchase food every week, something we have never had to do on this scale. However, already in the last week of March we have received significant financial support. My thanks to all those who have, and continue to donate.

### **Future projects**

We have always tried to provide the service our community needs and react to changing events. We have no idea how long Covid-19 will impact the service but it is likely to be 2021 before we can get back to normal service.

It only remains for me to thank all those who work for or contribute to the Foodbank, I value your support.

**Jill Coyle**

**Project Manager**

**Billingham and Stockton Borough Foodbank  
Financial Accounts to 31<sup>st</sup> March 2020**

**Income**

| Description            | Note | Unrestricted funds £ | Restricted Funds £ | Total Funds       |
|------------------------|------|----------------------|--------------------|-------------------|
| Private donations      |      | 7,259.87             | 0.00               | 7,259.87          |
| Collections            |      | 13,825.73            | 0.00               | 13,825.73         |
| Grant funding          | 1    | 66,757.16            | 10,724.17          | 77,481.33         |
| Clothing               |      | 1,464.52             | 0.00               | 1,464.52          |
| Gift Aid tax recovered |      | 607.11               | 0.00               | 607.11            |
| Virgin giving fund     |      | 1839.51              | 0.00               | 1839.51           |
| Bank savings interest  |      | 50.29                | 0.00               | 50.29             |
| <b>Total receipts</b>  |      | <b>91,804.19</b>     | <b>10,724.17</b>   | <b>102,528.36</b> |

**Expenditure**

| Description             | Note | Funds             |
|-------------------------|------|-------------------|
| <b>Premises</b>         |      |                   |
| Maintenance and repairs |      | 1,820.47          |
| Insurance               |      | 439.68            |
| Utilities               |      | 5,327.65          |
| Equipment               |      | 17,414.64         |
|                         |      |                   |
| <b>Running Expenses</b> |      |                   |
| Petty Cash              |      | 1,100.80          |
| Admin                   |      | 1,202.30          |
| Motoring Expenses       |      | 2,530.40          |
| Printing                |      | 1,138.10          |
| Depreciation            |      | 4,808.00          |
| Employee costs          |      | 28,874.20         |
| <b>Total payments</b>   |      | <b>£64,656.24</b> |

## Balance Sheet as at 31/03/2020

| Description                             | Notes | 3/20<br>£        | 3/19             |
|---|-------|------------------|------------------|
| <b>Assets</b>                           |       |                  |                  |
| Fixed assets- van                       |       | 17,788.00        | 9,000.00         |
| -computers                              |       | 1,440.00         | 1,500.00         |
|   |       |                  |                  |
| Foodbank acc                            |       | 59,435.32        | 27,209.17        |
| Cash                                    |       | 1,375.27         | 414.42           |
| Debtors                                 | 2     | 467.50           | 0.00             |
| <b>Total Assets</b>                     |       | <b>80,506.09</b> | <b>38,123.59</b> |
|   |       |                  |                  |
| <b>Liabilities</b>                      |       |                  |                  |
| Creditors (falling due within 1 year)   | 3     | 337.60           | 220.80           |
|   |       |                  |                  |
| <b>Net current assets</b>               |       | <b>80,168.49</b> | <b>37,902.79</b> |
| (Total assets less current liabilities) |       |                  |                  |
|   |       |                  |                  |
| Creditors (falling due after 1 year)    |       | 0.00             | 0.00             |
|   |       |                  |                  |
| <b>Total Net Assets</b>                 |       | <b>80,168.49</b> | <b>37,902.79</b> |
|   |       |                  |                  |
| <b>Funds</b>                            |       |                  |                  |
| Unrestricted                            |       | 69,444.32        | 27,395.51        |
| Restricted                              | 4     | 10,724.17        | 10,507.28        |
|   |       |                  |                  |
| <b>Total Funds</b>                      |       | <b>80,168.49</b> | <b>37,902.79</b> |

## Appendix 1

### Notes to the Accounts

| 1        | Donor   | Amount £         | Restricted to                         |
|----------|---|------------------|---------------------------------------|
|          | Tesco via Trussell Trust                        | 10,477.79        |                                       |
|          | SDAIS   | 17,023.75        | Salary & utilities                    |
|          | Greggs Foundation                               | 13,702.00        | Salaries                              |
|          | Asda Grant                                      | 2,174.77         | Equipment                             |
|          | W H Smith                                       | 100.00           |                                       |
|          | Willan Charitable Foundation                    | 10,000.00        | Running costs                         |
|          | CATS  | 2,000.00         |                                       |
|          | Trussell Trust                                  | 271.40           | Cookery course                        |
|          | McColls   | 111.62           |                                       |
|          | TSB Bank  | 200.00           |                                       |
|          | Middlesbrough Philanthropic                     | 1,000.00         |                                       |
|          | Leslie & Lilian Manning Charitable Trust        | 500.00           |                                       |
|          | Stockton Borough Council                        | 3,000.00         | Covid 19 response                     |
|          | C F Fertilisers                                 | 16,920.00        | Covid 19 support                      |
|          |   |                  |                                       |
|          |   |                  |                                       |
|          |   |                  |                                       |
|          |   |                  |                                       |
|          |   |                  |                                       |
|          | <b>Total</b>                                    | <b>77,481.33</b> |                                       |
| <b>2</b> | Gift Aid £341.25 New Life Church donors £126.25 | 467.50           |                                       |
| <b>3</b> | PAYE due for month 12                           | 337.60           |                                       |
|          |   |                  |                                       |
| <b>4</b> | <b>Restricted funds</b>                         | <b>£ spent</b>   | <b>Restricted reserve at year end</b> |
|          |   |                  |                                       |
|          | Greggs foundation                               | £13,702.00       | 5,977.83                              |
|          | Stockton Borough Council                        | £3,000.00        | 7,724.17                              |
|          | Asda grant                                      | £2,174.77        | 0.00                                  |
|          | Trussell Trust Cookery fund                     | £ 271.40         | 0.00                                  |
|          | Willan Charitable Trust                         | £10,000.00       | 10,000.00                             |
|          | <b>Total restricted funds</b>                   |                  | <b>10,724.17</b>                      |

## **Billingham and Stockton Borough Foodbank CIO**

Billingham and Stockton Borough Foodbank was established on 3<sup>rd</sup> April 2018 and is registered with the Charity Commission as a Charitable Incorporated Organization (CIO) Charity No. 1177777.

### **Addresses:**

Registered Office & Billingham Foodbank Centre: 4-6 West Precinct, Billingham TS23 2NH.

Stockton

Centres: Hebron Church, Britannia Road, Stockton on Tees, TS19 OAJ

Stockton Hope, St Andrew's Methodist Church, Hardwick Road,  
Stockton on Tees, TS19 8PH.

Norton

Centre: St Michael & All Angels Church, Norton, Imperial Avenue, Norton  
Stockton on Tees, TS20 2EN.

The **Objects** of the CIO are:

Billingham and Stockton Borough Foodbank exists to help alleviate poverty within the Stockton Borough primarily, but not exclusively, through the supply of food or any other provision that helps alleviate or reduce poverty and hardship.

The **Trustees** are:

Ms Janine Browne - Chair of Trustees  
Ms Beverley Burton — Finance Manager  
Mr Alan Coyle  
Mr Malcolm Thorn  
Mr George Cliff Henderson  
Mr David Luke Taylor



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Billingham and Stockton Borough Foodbank

**On accounts for the year  
ended**

31<sup>st</sup> March 2020

**Charity no  
(if any)**

1177777

**Set out on pages**

1-2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> March 2020.

**Responsibilities and  
basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable 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.

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

**Signed:** S.Gormally

**Date:** 03/08/2020

**Name:** Sadie Gormally

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

ACCA

**Address:** 227 Saltwell Road, Gateshead, NE8 4TA

|  |
|--|
|  |
|  |

**Section B**

**Disclosure**

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 details of any items that the examiner wishes to disclose.**

N/A