



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	April	2019		31	03	2020

## Section A Reference and administration details

Charity name Wrexham Foodbank / Banc Bwyd Wreccsam

Other names charity is known by

Registered charity number (if any) 1162262

Charity's principal address Unit 1A Puleston Industrial Estate

Ruabon Road

Wrexham

Postcode

LL13 7RF

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Campbell Edmondson	Chair of Trustees		
2	Robert Oppen			
3	Gerard Doyle			
4	Deborah Squire	Treasurer		
5	Natalie Roberts		Until 28/02/2020	
6	Suzanne Nantcurvis		From 09/04/2019	
7				
8				
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10				
11				
12				
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20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CIO Foundation
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	By invitation and election by Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

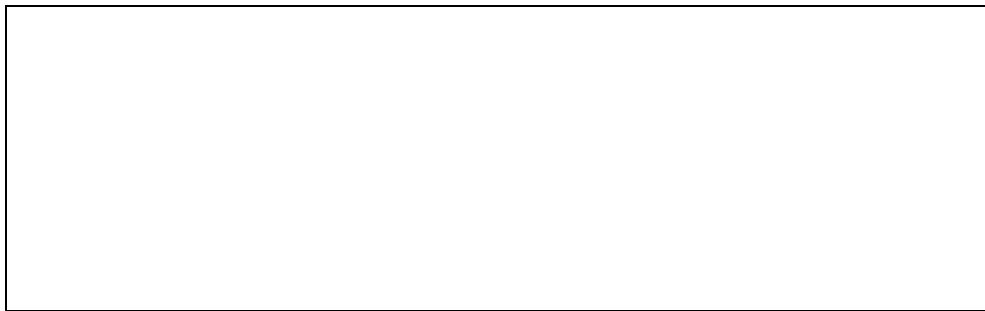
The Charity is affiliated to the Trussell Trust and draws on it for advice and policy matters from time to time. Many of the written policies of the Foodbank are derived from the Trussell Trust operating manual. The Trussell Trust has collaborations with Tesco ,ASDA and Sainsburys supermarket groups and these provide a significant source of cash income for the work of the Wrexham Foodbank. Food received by public donation is controlled and weighed in and out in accordance with policy agreed with the Trussell Trust. New Trustees are given written information from the Charity Commission on the roles & responsibilities of Trustees.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To relieve persons in Wrexham county borough that are in financial hardship in such ways as the Trustees from time-to-time think fit, in particular, but not exclusively by:

- a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by other charities and organisations working to prevent or relieve poverty.
- b) such other means, including (but not limited to) the provision of support, or signposting to, relevant information and other advisory services.



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Provision of emergency food parcels; signposting for clients in need of debt management or other forms of personal support. Advice on budgeting and Eat Well Spend Less courses to provide clients with basic cookery skills to support cost savings.

Addressing issues of “Period Poverty” by providing sanitary products through collaboration with a local charity called WINGS.

Provision of baby food and other products for new mothers struggling to cope through our Baby Essentials programme in conjunction with local Health Visitors.

In carrying out this work the Trustees have had due regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Although we had two part time employees, a Project Manager and a Warehouse manager, the every day delivery of the work of the Foodbank is very reliant on several teams of volunteers. In total there are between 80 -100 volunteers

These teams do the following

- a) sorting, dating and weighing of all food donations in our warehouse
- b) befriending clients and providing drinks for them together with signposting help and advice
- c) preparation of food parcels
- d) participation in supermarket food collections
- e) transport of food donations to and from the warehouse
- f) running Eat Well Spend Less cookery & budgetary courses
- g) data input to our database recording the warehouse stock in /out and client voucher data.

**Summary of the main achievements of the charity during the year**

WREXHAM FOODBANK ANNUAL REPORT: April 2019 - March 2020  
Core activity reports:

a) Food distribution: A total of 2552 vouchers were received from our referring agencies requesting food parcels.

This represents 3725 adults and 2093 children, a total of 5818 people, being fed. A 16.7% increase from 2018-19.

The main reasons for the request for a food parcel are similar to previous years however Low Income (852 vouchers) has now overtaken Benefit delays (488 vouchers) and Benefit changes (407 vouchers) as the principal reason for referral. Homelessness and other reasons remain the other two main drivers for referral.

The family demographics of those presenting with vouchers were Single Person 47.4%, Family 17.8%, Single Parent 16% and Couples 11.7%, all very similar to previous years.

In addition to our normal food parcel distribution nearly 620 Christmas Hampers were sent out with a total of 47,603 kilograms of food distributed to those in need. This is an increase of 11,260 kilograms and a 31% rise compared to 2018-19. (With a nominal value of £1.70 / kilo this equates to £80,925 of food being distributed out).

A total of 1306 kgs of damaged or out of date stock (nominal value £2220) had to be disposed of. Compared to 2018-19 this was a significant decrease of 1244kg and is a result of moving to a more secure warehouse facility.

b) Food donations: A total of 52233.3 kilograms (nominal value of £88796) was donated to the Foodbank an increase of 29.5% from 2018-19. The permanent donation points in now 4 supermarkets were augmented by ad hoc collections in Tesco stores and ASDA. Harvest collections in schools and churches again represented a significant amount of incoming stock with the remainder through regular donations from local businesses, churches, Rotary clubs and individuals.

c) Distribution sites: Due to changes in our distribution system we now have 6 established centres where clients can collect food parcels:

- i) The ARK Community Centre, The Salvation Army, Rhosddu
- ii) St Marks Church, Caia Park
- iii) Gwersyllt Congregational Church
- iv) The George Edwards Hall in Cefn Mawr
- v) Bradley Road Evangelical Church, Wrexham
- vi) Capel Y Groes Church, Wrexham

A seventh satellite in Hightown, Wrexham opened early in 2020.

e) Warehousing facility: In view of the continuing increase in donations and the logistics of keeping the satellites stocked it was necessary to find an alternative to our Dean Road base, WCBC also wished to end our tenancy. The challenge was to find a building in a suitable location and of sufficient size. Unit 1A Puleston Industrial Estate, Ruabon Road, Wrexham was identified as an ideal solution however the costs of covering the rent etc were not insignificant over a 5 year lease. The Trustees received a pledge covering the costs for the first two years of the lease which would provide sufficient time to secure additional funding and it was agreed we should commit to this. The move into the 3000 sq foot facility took place in July 2019.

f) Other activity: Eat Well Spend Less programmes have been undertaken in a variety of locations. These provide training in basic cooking skills using items from our standard foodbank parcels.

g) Employment: A successful application was made to the Trussell Trust for a three year grant to allow us to interview for, and appoint, a Project Manager and a Warehouse Manager. Both part time appointments on a 24 hour / week and an 18 hour / week contract respectively. The grant covered 80% of the salary costs in this financial year reducing to 60% in years 2 and 3. The successful applicants took up their posts in April 2019

## Section E Financial review

<b>Brief statement of the charity's policy on reserves</b>	The Trustees ensure there is minimum of 3 months calculated budget in our accounts to cover rent, utilities and other essential outgoings which now include salaries for 2 part time employees. This has been achieved throughout this financial year thanks to a significant increase in income.
<b>Details of any funds materially in deficit</b>	Nil
<b>Further financial review details (Optional information)</b>	
<p>You <b>may choose</b> to include additional information, where relevant about:</p> <ul style="list-style-type: none"> <li>the charity's principal sources of funds (including any fundraising);</li> <li>how expenditure has supported the key objectives of the charity;</li> <li>investment policy and objectives including any ethical investment policy adopted.</li> </ul>	<p>Funding is dependent on i) income from Tesco ,ASDA and Sainsburys via the Trussell Trust which has a collaboration with these supermarkets ii) individual public donations and iii) church donations.</p> <p>In addition to the 3 year grant for salaries we have successfully applied for 2 other grants through the Trussell Trust to support our activities. We have also received financial support from Welsh Assembly Government in the form of a grant distributed through Wrexham County Borough Council. Once again we have seen a significant increase in individual regular donations during this financial year.</p> <p>Expenditure has seen the employment of a part time Project Manager and a Warehouse Manager. These appointments have facilitated all aspects of the Foodbank activity from volunteer training, rota management and increased public awareness of our work through local media and social media. The warehouse is now much more efficiently managed ensuring our distribution satellites are reliably stocked. We are now able to receive electronic (e)-referrals from agencies and our Project manager has been instrumental in delivering the necessary training and support to these referrers.</p> <p>It is expected that in the 2020-21 financial year reserve funds will be invested to achieve income on these.</p>

## Section F Other optional information

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## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	<i>W Campbell Edmondson</i>
<b>Full name(s)</b>	William Campbell Edmondson



<b>Position (eg Secretary, Chair, etc)</b>	Chair
<b>Date</b>	22/01/2020



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Wrexham Foodbank / Banc Bwyd Wrecsam

**On accounts for the year  
ended**

31<sup>st</sup> March 2020

**Charity no  
(if any)**

1162262

**Set out on pages**

1-3.

(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 31/3/2020

**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 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.

**Signed:** *F P Collins*

**Date:** 20<sup>th</sup> January 2021

**Name:** Francis Peter Collins

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

FCA Fellow of the Institute of Chartered Accountants of England and Wales

**Address:** 15 Acton Road

Wrexham

LL11 2NA

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.**

NONE