



Trustees' Annual Report for the period

Period start date				Period end date		
From	01	04	2019	To	31	03 2020

Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

Postcode

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	Heather Black	Chair	Until 06/02/20	
2	Alan Proudler	Chair, from 06/02/20		
3	Richard Jones	Treasurer		
4	Mike McCann		Until 11/07/19	
5	Wendy Sutton			
6	Alan Proudler			
7	Pat O'Connor			
8	Jamie Jones		From 30/09/19	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
Not applicable	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Not applicable		

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

Not applicable

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed by existing trustees, generally for a 3-year term, selected from churches in the Middlesbrough area that provide support to the Middlesbrough Foodbank.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none">• 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.	<p>Middlesbrough Foodbank is part of the Trussell Trust Foodbank network, and works in partnership with local churches and organisations.</p>
---	---

Section C Objectives and activities

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

The objective of Middlesbrough Foodbank is the prevention or relief of poverty to people in need in Middlesbrough and the surrounding areas.

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)

Middlesbrough Foodbank provides three days of nutritionally balanced emergency food to people in crisis. Vouchers are issued via frontline professionals, including doctors, health visitors, social workers, Citizens Advice Bureau staff, welfare officers, the police and probation officers. Vouchers can then be exchanged for food at various distribution centres across Middlesbrough.

The trustees have regard to the guidance issued by the Charity Commission on public benefit. In particular, we are seeking to ensure that our vouchers are available via a suitable range of organisations and that we provide a network of food distribution centres across Middlesbrough so that our services are accessible to the people in need.

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.

Middlesbrough Foodbank relies on the work done by volunteers who help at the warehouse, at distribution points, and during special supermarket collection days. These volunteers are generally members of a variety of churches across Middlesbrough, and we are grateful for the support of the volunteers and our partner churches.

Middlesbrough Foodbank complies with the code of practice for ethical fundraising issued by the Fundraising Regulator. We do not use the services of professional fundraisers.

Summary of the main achievements of the charity during the year

Middlesbrough Foodbank was set up in 2012, and became a registered charity on 17th April 2013. In the year from April 2019 to March 2020, we fed 8611 people, including 5263 adults and 3348 children, an increase of over 50% compared to the previous year. Demand has increased even more rapidly since March 2020. We have active voucher holders in around 100 organisations. Around a fifth of the vouchers were issued by Citizens Advice. Other main issuers were MIND, Breckon Hill community centre, Middlesbrough Probation Service, Middlesbrough Council, Thirteen, Salvation Army and My Sister's Place.

All food given out is donated by local people or purchased using monetary donations. We operate food collection points at churches, companies and supermarkets across the local area. We have also taken part in specific collection days at local supermarkets. In the year from April 2018 to March 2019, 73 tonnes of food were distributed (an increase from 54 tonnes the previous year). We are finding that we increasingly need to purchase extra food supplies, especially when food donation points have had to be closed.

We have built up a network of food distribution centres across the town; some are currently closed due to the Coronavirus pandemic, but we ensure we have a centre open on each weekday:

- St Barnabas Church, Linthorpe (Mondays)
- Grove Hill Methodist Church (Tuesdays)
- Coulby Newham Baptist Church (Wednesdays)
- Middlesbrough Community Church, Gresham (Thursdays)
- Berwick Hills Baptist Church (Thursdays, currently closed)
- Holy Trinity Church, North Ormesby (Fridays)
- Trinity Methodist Church, Whinney Banks (Fridays, currently closed)

The centre at St Timothy's Church, Hemlington had to close due to problems with the building, but we hope to find a new location in this part of town.

We employ Soroush Sadeghzadeh for 3 days per week as our project manager. Soroush is part of the leadership at Jubilee church and has previously worked with Hope Foundation and Open Doors. Soroush coordinates food collections and liaises with distribution centres and voucher holders. From June 2019 we have also employed Lee-Anne Southon for 16 hours per week as a depot & warehouse coordinator, using a grant from Asda. A team of over a hundred volunteers work at the warehouse and distribution centres, as well as helping out at food collections. We are very grateful for all they have done.

Large-scale food collections have taken place at Middlesbrough Football Club on match days. Another fund-raising event was held at the St Cuthbert's Centre, Marton, in October. Lee-Anne has led Increased engagement with supporters via social media.

In the next year, a key objective will be to respond to the effects of the Coronavirus pandemic. This has brought a huge increase in demand, but also restricts how we can operate. We also intend to move to more use of e-vouchers, where agencies register a referral online that can then be accessed directly by the distribution centre, reducing the need to handle paper vouchers and the amount of administration needed. We will also be employing a part time volunteer coordinator to oversee the recruitment, training and support of volunteers working in the distribution centres and the depot.

Section E

Financial review

Brief statement of the charity's policy on reserves

We aim to manage our finances so that we have between 3 and 6 months of reserves in order to meet our financial obligations – primarily the costs of employing a project manager, running a van, and rental of our warehouse space.

Details of any funds materially in deficit

Not applicable.

Further financial review details (Optional information)

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

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Middlesbrough Foodbank has been supported financially by donations from individuals, churches and companies across the region, and by a number of grant-making organisations. Middlesbrough Council donated £3000 of 'Covid 19 assistance'. Thirty-five individuals, three churches and one company make regular donations by standing order, totalling £8,689. Many other people and organisations have made one-off donations, and £10,942 was donated via our web page. The fundraising event with Seasonal Singers raised £580, and collections at Middlesbrough Football Club raised £2086. Andrew Sutton and Mike McCann raised £2064 (plus Gift Aid) in sponsorship by taking part in the Great North Run (this comprises £1841 received online via Stewardship and £223 in cash sponsorship). Asda contributed £7335 to help us employ our depot & warehouse coordinator. We are grateful to all of our donors for their support.

The larger donations from other organisations this year were:

- £6402 from Trussell Trust (including Tesco top-ups)
- £2000 from Cowie Technology
- £1935 from Middlesbrough & Teesside Philanthropics
- £1531 from Wings International
- £1354 from St Mary's Cathedral
- £1000 from James Fitzgerald
- £1000 from Ms GJ Von Bradsky
- £980 from Coxwold PCC
- £750 from Mr Counter
- £700 from Easton Funct Ltd
- £665 from Stokesley Christian Fellowship
- £606 from St Cuthbert's (in addition to their regular donations and the fundraising event)
- £600 from Coulby Newham Baptist Church
- £500 from CEO Sleepout
- £500 from Leslie & Lillian Manning Trust
- £500 from Prosalus Ltd
- £500 from RE Chadwick Charitable Trust
- £500 from TA Glaister

Section F

Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	RP Jones	A Proudler
Full name(s)	Richard Jones	Alan Proudler
Position (eg Secretary, Chair, etc)	Treasurer	Chair of trustees
Date	25/11/20	



Middlesbrough Foodbank			1151665	CC16a
Receipts and payments accounts				
For the period from	01/04/2019	To	31/03/2020	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations:	-	-	-	-	-
- From individuals	28,649	840	-	29,489	18,129
- From churches	8,183	-	-	8,183	5,349
- From Middlesbrough Council	3,000	-	-	3,000	6,500
- From companies / grant-making organisations	25,612	-	-	25,612	3,939
Bank interest	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	65,444	840	-	66,284	33,916
A2 Asset and investment sales, (see table).					
Nil	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	65,444	840	-	66,284	33,916
A3 Payments					
Building (rental, maintenance and insurance)	11,190	-	-	11,190	12,393
Equipment (office/warehouse and uniforms)	1,836	-	-	1,836	3,002
Fuel for van	562	-	-	562	314
Pay / tax / NI / pension for staff	22,142	-	-	22,142	15,244
Stationery	295	-	-	295	227
Utilities (phone, broadband, alarm)	8,511	-	-	8,511	1,060
Vehicle (maintenance, insurance, tax)	4,092	-	-	4,092	4,082
Training and volunteer meetings	201	-	-	201	259
Food	297	4,818	-	5,114	195
Depot move	-	-	-	-	2,276
Other (Trussell Trust annual fee, plus banking/accounting charges)	768	150	-	918	756
Sub total	49,893	4,968	-	54,860	39,809
A4 Asset and investment purchases, (see table)					
Nil	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	49,893	4,968	-	54,860	39,809
Net of receipts/(payments)	15,551	- 4,128	-	11,424	- 5,892
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	29,545	4,202	-	33,747	39,640
Cash funds this year end	45,096	75	-	45,171	33,747

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account, Co-operative Bank	42,783	75	-
	Pending deposits to current account	2,213	-	-
	Petty cash	100	-	-
	Total cash funds	45,096	75	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Gift Aid to be reclaimed (2017-2020)	3,347	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Nil		-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	IT equipment	Unrestricted	2,211	600
	Scales	Unrestricted	72	25
	Trolley	Unrestricted	28	15
	Office furniture	Unrestricted	55	10
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	RPJones	Richard Jones	25/11/2020	
	A Proudler	Alan Proudler	25/11/2020	



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Middlesbrough Foodbank

**On accounts for the year
ended**

31 March 2020

**Charity no
(if any)**

1151665

Set out on pages

1-2 receipts and payments accounts
1-5 Trustees annual report for the year

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2018.

**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:

Date:

21 January 2021

Name:

Lee Harris FCCA

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

ACCA

Address:

43 Coniscliffe Road

Darlington, County Durham

DL3 7EH

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.