



Annual Report
and
Financial Statements
for the year ended
31 March 2022
Charity No: 1152574

Trustees' Annual Report

for the period

1 April 2021 to 31 March 2022

The Trustees submit their annual report and the financial statements for the year ended 31 March 2022. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) ("Accounting and Reporting by Charities") in preparing the annual report and financial statements of the charity.

Reference and Administration Details

Name of Charity:	Ringwood Foodbank
Registered Charity number:	1152574
Registered Address:	Ringwood Foodbank, Unit 10a, Forest Corner Farm, Hangersley, Ringwood, BH24 3JW
Principal Operating Address:	Ringwood Foodbank, Unit 10a, Forest Corner Farm, Hangersley, Ringwood, BH24 3JW

The Charity's Trustees	Office held	Term of Office
Mrs Jacqueline Brown	Honorary Secretary	06.09.21 – 06.09.24
Mr Kevin Jones	Lead Trustee on Homelessness	16.09.19 – 16.09.22
Mr Chris Lee	Chairman	01.09.2020 – 31.08.2023 From 25 September 2018
Mrs Patricia McAleer	Safeguarding Officer	01.09.2020 – 31.08.2023
Mrs Claire Skelley	Volunteer Co-ordinator	06.09.21 – 06.09.24
Mrs Anita Steel	Lead Trustee on Development Plan. Vice-chair	06.09.21 – 06.09.24
Mr Jonathan Gibson	Treasurer	06.09.21 – 06.09.24
Mr John Mullin		Co-opted 6 th September 2021

Bankers: Barclays Bank PLC, 6 – 8 High Street, Ringwood,
BH24 1BZ
Nationwide Building Society

In addition to the Trustees named above, the operation of the Foodbank is dependent on other principal post-holders:

Mrs Christine Owen	Warehouse Manager
Mrs Louise Shrubsole	Ringwood Distribution Centre Manager
Mrs Carolyn Johannesen	Verwood Distribution Centre Manager
Mr David Williams	Fordingbridge Distribution Centre Manager

During the year, Carolyn Johannesen stepped down from her role at Verwood. The Trustees are hugely grateful to her for her commitment to the Foodbank.

The Foodbank has 131 volunteers who operate the Distribution Centres and Warehouse on a day-to-day basis. This includes Drivers, Shift Supervisors, a Data Input Team, Referral Agent Co-ordinators, a website manager and graphics expert.

Structure, Governance and Management

The Charity's governing documents are a Trust Declaration adopted on 16 June 2013 and Supplementary Declaration dated 21st September 2015. There must be a minimum of five trustees and a maximum of eight, who are appointed or re-appointed annually at the AGM held in September. Trustees must be appointed for a term of three years. In selecting individuals for appointment as trustees, the trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Foodbank. All trustees must sign a confidentiality agreement. All trustees give their time and skills voluntarily and receive no remuneration or other benefits.

The Foodbank is supported by supporters from many walks of life who provide donations of food, assist with food collections, donate financially and act as volunteers. It works closely with the range of churches in Ringwood, Fordingbridge and Verwood, and an extended network of local front-line professionals including all of the local Schools, Doctors' surgeries, Citizens' Advice Bureaux and Social Services. The Foodbank leases two units at Hangersley for use as a warehouse. Distribution Centres are operated from the Wesley Centre in Ringwood, part of the Trinity Church complex, and from the United Reformed Churches in Verwood and Fordingbridge.

In December 2020 Ringwood Foodbank entered into a franchise agreement with the Trussell Trust. We share common values of compassion, justice, dignity and community and are committed to working together to bring about an end to the need for foodbanks by tackling the societal causes of poverty and particularly food poverty.

Objectives and Activities

The objects of the charity are the relief of poverty in Ringwood and the surrounding area, specifically including Verwood and Fordingbridge, in particular but not exclusively by providing emergency food supplies to individuals in need and / or charities or other organisations working to relieve poverty. Ringwood Foodbank operates under the auspices of and in accordance with the regulations of the Foodbank Network, part of the Trussell Trust.

The main activity undertaken by the charity is the relief of food hardship and poverty for individuals and families living in and around Ringwood, Verwood and Fordingbridge. This is achieved through the collection of ambient food products donated by individuals, schools, churches and other community groups. The food is sorted and stored and then distributed to those in need. This is done through an e-referral scheme, whereby an electronic referral is issued by a front-line professional who is able to assess that there is a genuine need.

Ringwood Foodbank works closely with FareShare who supply fruit and vegetables and run Community Larders in Ringwood and Three Legged Cross and with Acts4Sharing in Ringwood. FareShare also operate a larder in Fordingbridge.

The operation of the Foodbank is entirely dependent on volunteers. All Trustees, key post-holders, managers and staff in the warehouse and distribution centre are volunteers. The Trustees wish to express their deep gratitude for the over-whelming level of support given by the people and communities of Ringwood, Verwood, Fordingbridge and the surrounding areas.

Achievements and Performance

The year to 31 March 2022 was the ninth of operation of Ringwood Foodbank which has undergone a significant level of growth since its inception in November 2012. The trustees have a rolling three-year development plan for the expansion of services but do not envisage opening further distribution centres at the current time. Ringwood Foodbank is a registered charity with the Charity Commission.

A funding and communications team ensures effective communications with both volunteers and the public and work thus far includes an active Facebook page, up-to-date website and regular, high-quality Newsletters.

Food donations have been given generously by the people of the towns and surrounding areas, and a total of 38,570kg with a nominal value of £67,498, was donated in the year to 31 March 2022. 41,703kg, nominal value £72,980, has been given out in food parcels.

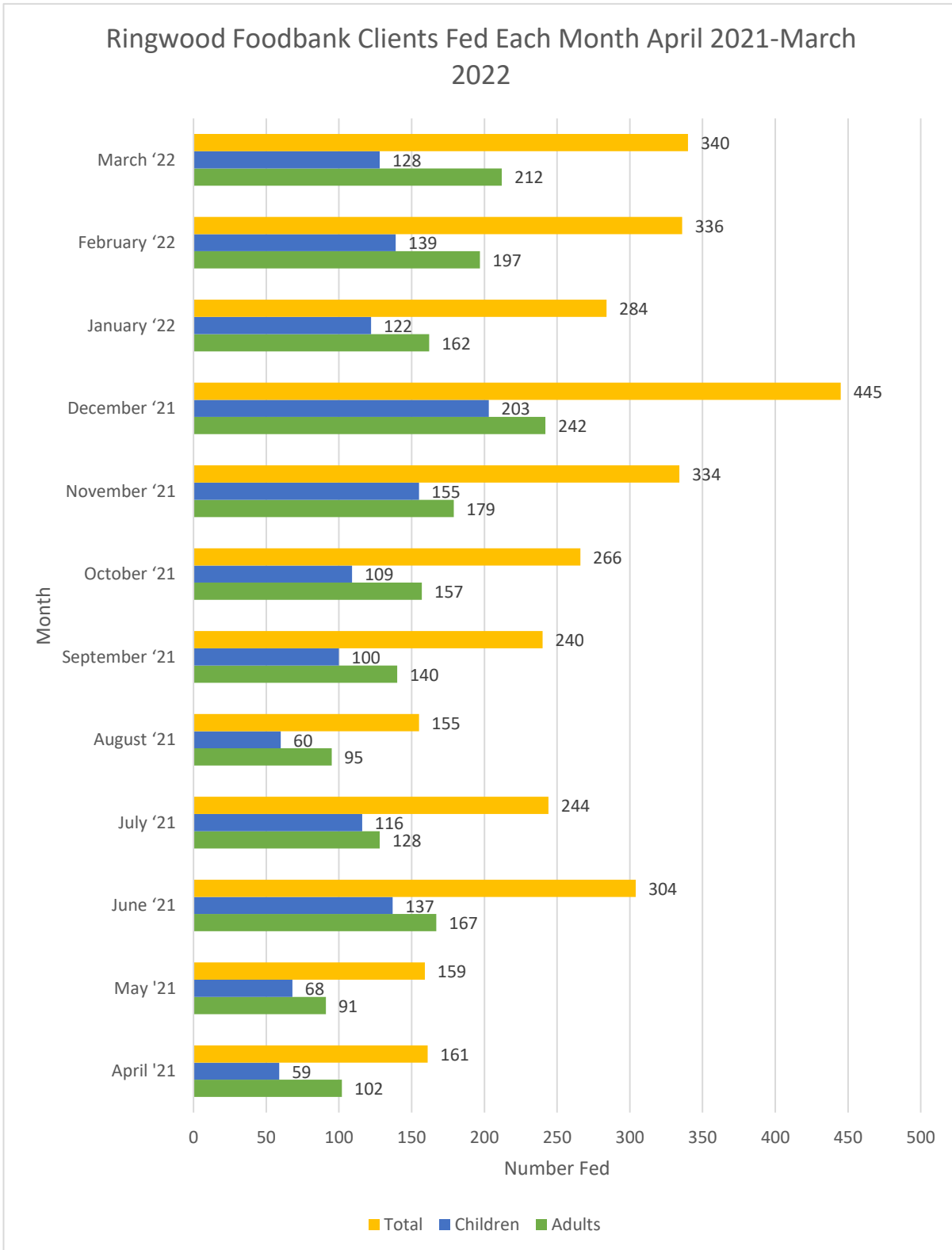
A total of 3,268 people were fed for three days, compared with 3,399 in the year 2020 – 2021. Of these 1,872 were adults and 1,396 were children. This is a decrease of 131 people and 4% on the previous exceptional year.

A number of financial donations were received totalling £46,853 and Grants for specific projects totalling £18,688 were also received. These are detailed in the financial statements. The Trustees are grateful to all individuals and organisations who have given financially, as the operation of the Foodbank requires significant income to cover running expenses.

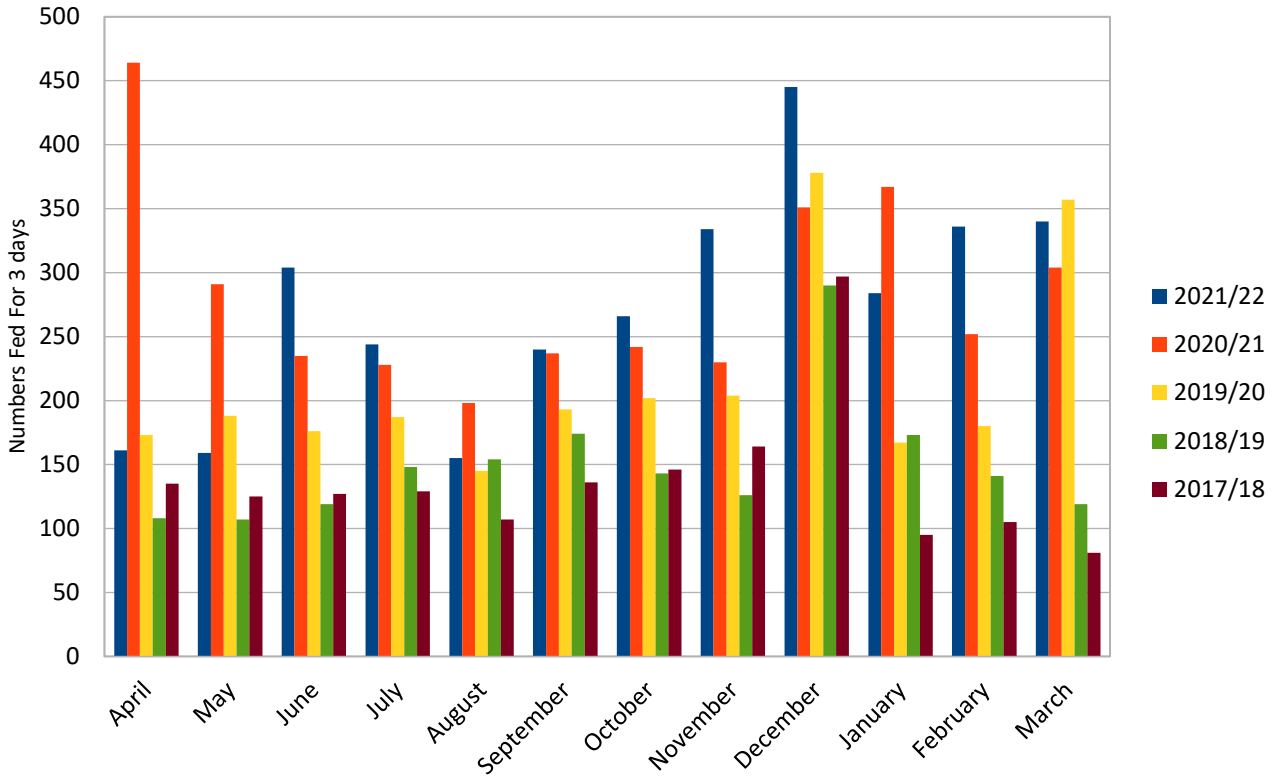
Ringwood Foodbank is grateful to those local businesses which support our work, particularly to the charity Fare Share which allows us to provide fresh food to clients, Acts4Sharing and Price's Fish & Chip shop in Ringwood which provides hot meals.

Ringwood Foodbank is registered with the Information Commissioner's Office (ICO) and has taken steps to ensure that it is fully compliant with the terms of the General Data Protection Regulations.

Statistics



Ringwood Foodbank Clients Fed Each Month



- During the financial year 2021/22 3,268 clients were fed, 125 fewer than in the previous year when the number were particularly high during April and May.
- However during the second half of the financial year 2021/22 an additional 259 clients were fed compared to the same period in the previous year, an increase of 15%.
- December 2021 saw the largest number of clients fed totalling 445 of which 203 were children. This was 31% higher than the next highest month in the financial year, March 2022.
- For the third year running the quietest month of the year was August with 155 clients fed.

Policies

Ringwood Foodbank has the following policies in place:

1. Protection of Children and Vulnerable Adults from Abuse (Safeguarding)
2. Health and Safety: Statement of General Policy
3. Donations Acceptance Policy
4. Data Protection Policy
5. Reimbursement for Personal Expenses
6. Lone Working Assessment
7. Financial Control
8. Management of Petty Cash
9. Complaints Procedure
10. Equal Opportunity (Diversity) Policy
11. Problem Solving Procedure (Grievances)

These are reviewed appropriately. In addition, the Foodbank is operated in accordance with the Operating Manual supplied by the Trussell Trust.

Chairman's Statement

Chris Lee, Chairman

Demand for our Services

In the early part of the year the Covid pandemic continued to drive high levels of demand for our services. Demand began to tail off during the year as the impact of the pandemic reduced. However, at that point the Cost of Living crisis kicked in and the last quarter of this year was our busiest ever for that period. It is to the credit of our volunteers at the Distribution Centres and the Warehouse that we maintained our services to our clients even as the Warehouse had the lowest stock levels we have seen for years and Distribution Centres found themselves providing food and support to ever increasing numbers of clients. For the first time we are having to use our funds to purchase food to maintain stock levels rather than relying on donated food.

Cost of Living Research

Ringwood Foodbank was one range of voluntary and statutory agencies which funded research by Dr Dianna Smith and others from Southampton University into the Cost of Living in the New Forest. Dr Smith and her team carried out both qualitative and quantitative research and came to the following conclusions:

- The New Forest is an area of great inequality, with many people unable to live comfortably on their current income living alongside notable wealth.
- The key drivers for these inequalities include private rented housing costs, availability of social housing, transportation, employment opportunities, childcare and the cost of food
- Rural areas are especially sensitive to higher costs of transport and food
- Mental ill-health affects many residents who find it difficult to live comfortably on their incomes

An initial conference to brief Trustees and Volunteers was held in November. The Trussell Trust has now provided funding for a post, employed by Citizens Advice New Forest, part of whose responsibilities will be to develop a Poverty Action Plan for the New Forest as well as co-ordinating local anti-poverty campaigns. The post holder will be tasked by a Steering Group on which Ringwood Foodbank is represented.

Fuel Vouchers

The 'Heat or eat' dilemma already faced by a large number of our clients has been exacerbated by the Cost of Living crisis, one of the causes of which is the rise in gas and electricity prices. In this financial year we have spent £8,377 on fuel vouchers, in partnership with the Fuelbank Foundation, for clients on prepayment meters for their gas and electricity supply. We are grateful to Hampshire County Council and New Forest District Council for their grant support for these vouchers. We recognise that funding these vouchers is likely to have a significant impact on our funds especially as we anticipate greater demand next winter following the anticipated fuel price increases in October.

Deliveries

During the pandemic we changed to a delivery only model to protect volunteers and clients. We were supported for the first part of the pandemic by a range of organisations who provided volunteer drivers to do our deliveries. As the pandemic subsided, we recruited our own volunteers to carry out deliveries, although many of these transferred from the organisations that had previously been co-ordinating their work. As the year progressed, we were pleased to be able to invite clients who were able to collect to do so from our distribution centres although we were still unable to provide the hospitality to our clients that we had done pre-pandemic. That continues to be a matter of regret and we hope to restore it this year.

Signposting and Partnership with Citizens Advice New Forest

The delivery only model required Distribution Centres to change their signposting model to a phone based one. Ringwood and Fordingbridge have recruited signposting co-ordinators who make follow up phone calls to clients to try to ensure that they are getting the help they need to get them out of poverty. In Verwood this role is carried out by Supervisors during the initial phone call with the clients.

The Trussell Trust provided funding for us to pay for a priority advice service for our clients from Citizens Advice New Forest. It was originally intended that the CANF Adviser would spend six hours a week in one of our Distribution Centres enabling them to engage with clients. This had to be revised to a telephone service at the outset of the pandemic, with clients referred by our signposting co-ordinators. Unfortunately, this scheme has not produced the outcome for our clients that we would have wished. Our conclusion from this is that our clients need significantly more support to access and take advantage of the advice offered than can be provided by a telephone service. We have now received notification of funding from Trussell Trust for Citizens Advice New Forest to create a new post which will give much greater support to our clients.

Our community

Ringwood Foodbank and its work is the visible manifestation of the great community spirit that exists in Ringwood, Verwood and Fordingbridge and the willingness of those communities to help those in need in their communities. We have only managed to help so many people because of the generous donations of food, money and time that have been forthcoming from our communities.

Ringwood Foodbank is staffed entirely by volunteers of whom there are currently about 130. The volunteers have responded magnificently to all the challenges of the last two years dealing with increased demand and radically different ways of working. I and my fellow Trustees are very grateful to them for their commitment and flexibility.

I and my fellow Trustees would like to thank two volunteer colleagues who stepped down this year after years of valuable service: David Saltern, the Verwood Referral Agency Co-ordinator, and Carolyn Johannesen, the Verwood Distribution Centre Manager go with our best wishes and grateful thanks.

Never a dull moment

As the impact of the pandemic started to subside, we started to be aware of the impact of the cost-of-living crisis and the war in Ukraine. The increase in demand as more people found it difficult to manage meant that we were busier than ever. This trend is likely to continue throughout the forthcoming year and we will continue to need the generous support of our communities. In anticipation of an influx of Ukrainian refugees Trustees agreed that we should do whatever we could to ensure that our Ukrainian guests were provided with food, toiletries, SIM cards and any other items we could assist with. Ringwood foodbank has partnered with Love Ukraine Ringwood to ensure that hosts and guests are able to access our support.

Financial Statements for the Year ended 31 March 2022

Mr Jonathan Gibson, Treasurer

We continue to have wonderful support from local people and organisations. We are fortunate in this respect and Trustees are most grateful for it.

As a result of the decline in the Covid 19 pandemic levels, donations to Ringwood Foodbank have fallen in the last year to £46,853 from £68,934 in the prior year, representing a reduction of 32%.

In addition, grants for specific projects, (noted as “restricted” in the financial statement below) totalling £18,688 (a 19% reduction from the prior year grants received of £23,018) have been received from the Trussell Trust, Hampshire County Council and Dorset County council. These projects are headed, “Signposting and Partnership Citizen Advice New Forest”, “Fuel Support” and “Fareshare Larder” in the Chairman’s report. Payments for these projects totalled £28,558 in comparison to £6,259 for the prior year. The reason for the increase this year, is purely due to timing differences between the receipt of funding in the previous financial year, and payments for the projects this year. Taking the two years receipts and payments together, there remains a timing difference of £6,889 which has been paid in the 2022/23 financial year.

Gift Aid income has increased by 24% to £1,672 in the current year, which predominantly arises from the profile of giving in previous years.

Excluding spend on specific restricted projects as noted above, expenditure increased by 34% to £29,965 in the current year. This is primarily attributable to a 214% increase to £8,946 (£4,183 in prior year) in purchases of food to supplement our food collections. Other significant increases relate to transportation costs.

The Trustees have continued with their policy of prudence and fairness in managing the financial affairs of Ringwood Foodbank and intend to continue in that vein for the indefinite future.

A professional audit is not required for these Accounts since the income of the charity is less than the level prescribed by The Charity Commission.

Trustees express their gratitude to Mr Terry Riggs for having examined and reported on the Financial Statements in accordance with the Charity Commission guidelines.

Reserves Policy

The Trustees of Ringwood Foodbank seek to maintain adequate reserves to ensure that all reasonable day-to-day running costs can be met as and when they fall due, recognising the basic financial principle that the Board of Trustees is responsible for ensuring that solvency is maintained. Due to the uncertainties caused by the ongoing challenging economic climate, the current reserves are considered appropriate to cope with any further increased call on the charity’s resources.

Accounts for the Financial Year ending 31 March 2022

RINGWOOD FOODBANK Year to 31/3/2022

	Year to 31/3/22			Year to 31/3/21		
	Restricted £	Unrestricted £	Total £	Restricted £	Unrestricted £	Total £
RECEIPTS						
Grants for Projects	18,688	12,500	31,188	23,018	-	23,018
500 Club		5,980	5,980		5,029	5,029
Donations		26,530	26,530		62,289	62,289
HMRC, GiftAid		1,672	1,672		1,349	1,349
Interest		171	171		267	267
TOTAL RECEIPTS	18,688	46,853	65,541	23,018	68,934	91,952
PAYMENTS						
Restricted Project costs	28,558		28,558	6,259	-	6,259
Rent/lease Costs		10,860	10,860		11,730	11,730
Food purchases		8,946	8,946		4,183	4,183
Telephone/internet		1,508	1,508		879	879
Other Project costs		4,367	4,367		3,517	3,517
Stationery & Computer		852	852		199	199
Transport		1,543	1,543		911	911
Sundries		904	904		219	219
Utilities		490	490		279	279
Insurance		495	495		495	495
Affiliations		-	-		-	-
TOTAL PAYMENTS	28,558	29,965	58,523	6,259	22,412	28,671
NET SURPLUS FOR YEAR	-9,870	16,888	7,018	16,759	46,522	63,281
Movement in Funds						
Bank balances at 31/3/21	16,759	78,752	95,511	0	32,230	32,230
Movement in Funds	-9,870	16,888	7,018	16,759	46,522	63,281
Bank balances at 31/3/22	6,889	95,640	102,529	16,759	78,752	95,511

Statement of the Independent Examiner



CHARITY COMMISSION
FOR ENGLAND AND WALES

**Independent examiner's
report on the accounts**

Section A Independent Examiner's Report

Report to the trustees/
members of Ringwood Foodbank

On accounts for the year ended 31st March 2022 Charity no (if any) 1152574

Set out on pages 13

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

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 (other than that disclosed below *) 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.

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

Signed: Date: 21/7/22

Name: TERENCE JAMES RIGGS

Relevant professional qualification(s) or body (if any): CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS

Address: EAST LODGE
SANDLEHEATH ROAD
ALDERHOLT SP6 3EG

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).

Declaration

The Trustees declare that they have approved the Trustees' Report as above.

Signed on behalf of the Charity's Trustees:

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Mr Chris Lee
Chairman

Date.....