



Cleobury Food Bank

Annual Report

2020



History, Aims and Objectives

Cleobury Food Bank was established in October 2019 to relieve food poverty and financial hardship in Cleobury Mortimer and the surrounding area.

It is a collaborative project managed by the Town Council, St. Mary's Church and St. Elizabeth's Church. There is a steering group with representatives of all three organisations.

The finances of the Food bank are currently managed by the Town Council Finance Officer.

The Food Bank was established when it became apparent that individuals and families in need in Cleobury Mortimer and the surrounding area were having to travel to other towns such as Ludlow, Bridgnorth and Kidderminster to access a Food Bank.

Cleobury Foodbank is a member of the Shropshire Food Bank Network and the Coordinators regularly attend meetings with other food banks.

We achieve our aims and objectives, in particular but not exclusively by:

- The provision of emergency food parcels, items, advice and support to individuals and families in financial need
- Contributing to and co-operating with charities and other organisations



Organisation and Governance

Cleobury Food Bank is open on Friday Mornings from 9.30 to 11.30 am and operates from an office on the ground floor of the Market Hall in Church Street.

Cleobury Food Bank is managed by 2 Coordinators – Debbie Brown (Town Council Chair) and Matt Sheehan (Town Council Clerk). Both of the Coordinators are enhanced DBS checked and are the nominated Safeguarding Leads for the Food Bank.

There is a bank of volunteers who assist at the Food Bank on a rota system. Their duties include:

- Collection of donated goods from the various donation points in the Town
- Checking and marking the donated goods with clear use by dates
- Re-stocking the food storage area
- Distribution of food parcels to Food Bank users
- Offering advice and support to users
- Signposting to other organisations

All volunteers are given both verbal and written advice and guidance about safe lifting, moving and handling and safeguarding adults and children. Volunteers sign up to our Volunteer Charter. The Food Bank has a Safeguarding Policy which is reviewed regularly to ensure inclusion of any statutory guidance.



Achievements and Performance in 2020

From January to December 2020 Cleobury Food Bank provided:

281 adult food parcels

249 children's food parcels

Covid-19

During the Covid-19 pandemic, and lock-downs, the Food Bank has continued to operate with additional safety features in place. We were able to supply extra masks to users (kindly donated by the community), and there is provision of sanitising gel and hand washing facilities in the Hall. Users are asked to sign in to the Hall using a QR code in the entrance for track and trace purposes, and social distancing is practised at all times. Food Bank volunteers are eligible for vaccinations through Shropshire Council.

Donations

The local community, neighbouring parishes, organisations and Churches have continued to be incredibly generous with donations of both food and cash throughout 2020. The Food Bank has their own dedicated Facebook page and provides regular posts giving information about which items are in short supply. The Food Bank is supported by local company Mawley Milk with a supply of fresh milk every week for our users.



Financial Statement up to 31.12.2020

Main Food Bank Account managed by Cleobury Mortimer Town Council:

Income:

Individual Donations and Standing Orders	2085.00
Shropshire Council Grant	500.00
Venerable Chapter Masons	1000.00
Neen Sollars PCC	130.00
Doddington PCC	73.00
Shrewsbury Food Hub Grant	400.00
Cleobury Lodge Masons	1700.00
Connexus Housing	150.00
TOTAL INCOME	6038.00

Expenses:

Petty Cash Top up	330.00
Room Hire	215.00
Face Masks	13.64
Shelving	198.53
Voucher Reimbursement	54.00
TOTAL EXPENSES	811.17

BALANCE AS OF 31.12.2020 **5226.83**



Cleobury Food Bank Petty Cash Account up to 31.12.2020

Opening Balance: 19.00

Cash in:

Donations 578.12

Top up from Council Main Account 330.00

TOTAL IN **927.12**

Expenses:

Food 130.42

Equipment 30.07

Special Items (Hampers/Clothes etc) 172.98

TOTAL EXPENSES **333.47**

Balance at 31.12.2020

593.65