

**Minutes of Tameside South and Longdendale Foodbank
Members Meeting
27th July 2023 at Central Methodist Church Hyde**

Attendees: John Bowery -Central Methodist Church, Liz Shingler – Trustee, Chris Matthews – Volunteer, John Walsh – Volunteer, Jax Brennan – Trustee, Nigel Morgan - Citizens’ Advice Tameside, Sam Powers – Onward, Ann White – Volunteer, Christine Williams – Voluneer, Dez Clare – Ops Manager, Susan Ayers Trustee

Apologies: Josie Edwards

Proxies: Christine Simpson - Volunteer, Joanna Kyte - Mind Matters (by phone) , Judith Moysey – Volunteer, Nigel Armit – Volunteer, Petra Puterova – Citizens’ Advice Tameside, Moira Wallis – Administrator, Deborah Smith – Healthy Hyde, Katrina McNally – Volunteer

Minutes: Susan Ayers 28th July 2023

Minutes of the previous meeting were accepted	Action
<p>Things we do well at foodbank:</p> <ul style="list-style-type: none"> • Feed people • Welcoming • Signposting • Good connections with schools • Good networking with other organisations • Warehouse runs well. Well organised, clean. • Volunteers are great. Good mix of skills. Their compassion for clients grows as they get to know individuals • Relationship with the Methodist Church at Hyde. They are welcoming and supportive. • John Bowery, who gives people a lift to foodbank and waits for them in the hall said that foodbank was well organised and peaceful. People leaving were full of praise for the service. 	
<p>Trustees</p> <ul style="list-style-type: none"> • Meeting accepted the resignations of Simon Watts and Jan Malpas and thanked them for their hard work • Susan Ayers was re-elected as Chair of Trustees until December 31st when Trustees will appoint a new Chair • Stuart Hargreaves was accepted as Trustee • Ewan Quayle was accepted as Trustee 	
<p>Reports – see below</p> <ul style="list-style-type: none"> • Chair’s Report • Hattersley Report - Healthy Hyde is a great success at Hattersley (and all other distribution centres). Unanimous agreement to send a letter of thanks • Hyde Report – Letter of thanks needed to Holy Trinity Gee Cross who regularly donate food and money and also to St George’s School. • Warehouse Report – Thanks to Des – he has been a great help. Also thanks to Moira who does a great job with all the forms and admin. Morrisons have a sign saying that food donated goes to the local foodbank, but it does not come to us or to Sandwich Angels. Sam Powers will ask Morrisons. • Finance Report – Need to put on social media that if people drop off food in boxes at Tesco or ASDA then we get cash-back from the supermarket. Sam Powers suggested that we get reserves increased by at least 25% to cover the drop in donations and the continued rise in the numbers coming to foodbank 	<p>Sue</p> <p>Sue</p> <p>Sam</p> <p>Ewan</p>
<p>Things we could do better:</p>	

<ul style="list-style-type: none"> • More publicity at the session so that clients know the Citizens’ Advice service is there – We are currently buying a roll out banner for use at distribution centres • Help people with dental hygiene – we do provide toothpaste and toothbrushes. Sue to ask Healthy Hyde if they could help with dental services. <i>After the meeting Sue asked Healthy Hyde about this. They do refer to an NHS dentist in Denton, but they only do emergency treatment. Doctors are not allowed to do anything to do that involves teeth, even prescribing painkillers.</i> • Morrisons delivery on a Tuesday when warehouse is busy preparing stock out and receiving donations makes it very busy. We do not have any choice over the day of a Morrisons delivery and have not found any other company that can do a large quantity deliveries. • We need a regular volunteer to empty the donation boxes at Tesco and ASDA. Sam will ask Onward colleagues • Citizens’ Advice said they had a number of clients who needed a foodbank parcel delivered, but this was difficult through the Trussell Trust voucher system, which shows that very few foodbanks do deliveries. - We do do deliveries, but only if people cannot get out themselves and have no-one to collect their food for them. If Citizens’ Advice do know of individuals the CA advisor should ring our duty phone 07901 786905 and we will try to make arrangements. • We need to be better at using social media to let people know which items are short • A member asked who the Trustees were: <ul style="list-style-type: none"> ◦ Sue Ayers (Chair), Stuart Hargreaves (Treasurer), Liz Shingler (Safeguarding), Hugh Roderick, Jacqui Brennan (Warehouse), Ewan Quayle (Social Media). We will put names and photos on the website. 	<p>Sam</p> <p>Ewan</p> <p>Ewan</p>
<p>Warehouse</p> <p>Hattersley Baptist Church have terminated our lease for the warehouse and we have to move out by October 2023. We are hoping to move to new premises in Hyde, using storage rooms at the back of the new facility Healthy Hyde are opening in the town centre.</p> <p>The warehouse at Hattersley Baptist Church was built using grants from National Lottery, Trusthouse Foundation which were specifically for foodbank use as well a loan from the Baptist Building Fund and donations from the church. The church, who have the relevant documentation, have checked and there are no grant conditions that say that they cannot change the use of the rooms.</p> <p>The AGM passed a unanimous resolution that we should send a letter of complaint to the church expressing our anger and disappointment at the termination.</p>	<p>Sue</p>
<p>Looking Forward</p> <p>Ideas for new initiatives</p> <ul style="list-style-type: none"> • Try cooking things at foodbank using the food from a typical parcel. Offer it to people in the session and give them recipes to take away. Onward often have initiatives to give away slow cookers to their tenants, so we could refer clients. • Try to get more input from people with lived experience of poverty. Suggestion to do a foodbank meal. Invite referers, clients and volunteers. Cost of entry one tin. Use the time to ask people what they want from foodbank and to get ideas. Could be twice a year. 	
<p>V1 27th July 2023 Initial Draft</p>	
<p>V2 2nd August 2023 Addition of Josie Edwards to the apologies</p>	

Tameside South & Longdendale Foodbank
Annual General Meeting
Chair's Report 2022-23

Headlines

We are only open 4.5 hours a week and yet we provided 26,811 meals to people in need in Tameside in the year to April 2023. So a big thank-you to donors, referrers, supermarkets, churches and volunteers combining to do something rather special.

Other

- Dez appointed as Operations Manager for 21 hours a week –grant from TT
- We gave out 370 supermarket gift vouchers to struggling families to help through the school holidays when children do not get a school lunch. Total value was £12,700
- Provide a financial inclusion service giving help with benefits, debt and housing. Funded by grants from TT, United Utilities and Onward
 - 11 hours at TSLF
 - 4 Droylsden Foodbank
 - 6 hours at Bread and Butter

Annual General Meeting
Hattersley Report 2022-23

Statistics

- 415 parcels containing 12,699 meals distributed
- This is 31% of the parcels we gave out overall
- Main referrers
 - Hattersley Distribution Centre 134 parcels
 - Hattersley Medical Centre 56 parcels
 - Help Through Hardship 53 parcels
 - Healthy Hyde 42 parcels
 - Welfare Rights 22

Thanks

Thanks to all the Hattersley volunteers – the average time volunteering must be well over 5 years. They are so kind and compassionate to the clients and have got to know some of them well over the course of years. We have all been encouraged by:

- One client became a volunteer and then got a full time job with the nhs
- One client has got a job at a Michelin restaurant in Manchester

Other

- Thanks to Healthy Hyde who have come weekly. They have helped clients with a variety of health issues, invited them to clubs and support groups and filled in PIP and other forms.

Annual General Meeting
Hyde Report 2022-23

Statistics

- 681 parcels containing 1,411 meals distributed
- This is 52% of the parcels we gave out overall –so Hyde has doubled the size of the original Tameside South and Longdendale Foodbank
- Main referrers
 - Healthy Hyde 120 vouchers
 - Hyde Distribution Centre 104 parcels
 - Help Through Hardship 56 parcels
 - Tameside Welfare Rights 61 parcels
 - Citizens Advice Tameside 46 parcels

Thanks

- Thanks to the great volunteer group at Hyde. There is such a wide range of skills, including the “set-up team” who do all the heavy lifting, then melt away and the wonderful support we get from the congregation here. Regular donations, fund-raising, lettuces and egg boxes!
- Thanks to Holy Trinity Gee Cross for regular donations
- Thanks to St Georges School for regular donations

Other

- Healthy Hyde has been very successful. A GP has been available at some sessions and nurses have helped with a variety of mental and physical health issues
- A system where clients choose their own food using the shopping list as guide has been very successful. It gives a chance to talk to clients and then to signpost them to appropriate services

Annual General Meeting Hollingworth Report 2022-23

Statistics

- 214 parcels containing 3,888 meals distributed
- This is 16% of the parcels we gave out overall
- Main referrers
 - Hollingworth Distribution Centre 142 parcels
 - Smithy Surgery 33 parcels
 - St Mary’s Church 13 parcels

Jan Malpas

Jan stepped down after being a Trustee and running Hollingworth DC for over 8 years. During that time Hollingworth DC has provided 23,283 meals. Many thanks to her for her work over those years including feeding people during lockdown.

Other

Hollingworth Distribution Centre struggled coming out of lock down and getting referrers – some folk using the foodbank as a weekly routine. This was discouraging needy families from coming. In June we made arrangements with Change Grow Live to be the main referrer for several clients. We hope to relaunch the foodbank in September as a Hollingworth Hub emphasising the Citizens Advice Tameside and Healthy Hyde input. We advertise it in local schools and GP practice

Tameside South & Longdendale Foodbank
Annual General Meeting
Warehouse Report 2022-23

Statistics in April 2022-23

- 22.3 tonnes of food as stock in
- 25.2 tonnes of stock out
- Food donations came from:
 - Supermarkets 44% - this is drop box and supermarket collections
 - Purchased 19%
 - Individuals 13%
 - Churches 11%

Thanks

Trustees would like to thank everyone who volunteers at the warehouse. Chris, Jacqui, Sue, John, Jonnie and Dez have shifted 22.3 tonnes of food into the warehouse, sorted 22.3 tonnes and put it away. Then they have moved 25.2 tonnes into crates and moved 25.2 tonnes of crates into cars and vans. It's hard work and it's very cold in winter – but nothing would happen at foodbank without them. Thanks guys.

The addition of Des and his van has been a great help.

Stock Adjust

We did our first stock take since the start of lockdown. During that time we went down to zero stock, up to not having enough space to store it all. Extra stock was stored in St Barnabas, Mottram Church and then moved to a self-storage at Dukinfield. We did new distributions e.g. school breakfasts and opened Hyde Distribution Centre. The stock take showed that our figures were way out – with a stock adjust of 10 tonnes. Trustees did a detailed look over stock figures entry by entry and discovered a small number of errors. For example Sue did not put the initial stock out for Hyde into the database – estimated to be around 0.75 tonne. Trustees accept that the “loss” is a clerical error.

Purchased Food

In previous years we have bought about 19% of our stock – usually stuff that folk tend not to give – like puddings. This year – from April to today - we have bought 40% of our stock and we have given out 26% more stock. We have also seen donations through supermarket drop boxes drop off... so if you have friends who might like to help, but have limited time then suggest they come to the “buy a tin for the foodbank” collections at Tesco and ASDA.

Annual General Meeting
Financial Report April 2022-2023

This report has been prepared by the Chair. TSLF have not done the end of year accounts – which are due to go to the Charity Commission in December, but this should give you an idea of what is going on.

Money in the bank at 1st April 2023 £56,000

Money IN

Individual Donations standing orders and Givey 13,000

Grants for food and running costs

- Hans Rausing Trust £8,000
 - Man Utd Supporters £1,600
 - May We Help £4000
 - Tameside MBC £2,300 25,400
 - Forever Manchester £3,500
 - Trussell Trust £5000 for winter help
 - Mayor of Hyd Fund £500
- Skipton Building Society £500

Grants

- Trussell Trust – to cover costs of Dez
- Grants for Financial Inclusion ready for when CA service started this month 4,000
- Onward £4000
- Cash back from Tesco and ASDA for food bought in store and donated at £3,356 3356
- TOTAL 62,000**

Money OUT

Rent

- St Barnabas, St Marys and Methodists £14,000 All churches for distribution centres said we do not have to pay rent, but because of the cost of heating we are giving them “rent” £16,500
 - Hattersley Baptist for warehouse £1,500
- Self Storage £1000
- Fuelbank fuel vouchers to clients 2,500
- Operations Manager costs– 21 hours a week
- Administrator– 7 hours a weeks
- Salaries based on Real Living wage
- Food Purchased 12,000
- School Holiday Vouchers given out to local primary schools 12,700
- Running costs – insurance, expenses 1,000
- TOTAL 61,000**

So it looks like money in is about the same as money out, but

- Got all the money for Operations Manager 12 months and only paid him for 5 months
- Got £4000 from Onward which has to go on the Citizens Advice Service
- So actually around £10,000 down on the year

Trustees do not think we are here to sit on the donations, we have £56,000 in the bank – it has been given to feed people.

So we are OK with spending more than we receive at the moment but we are trying to spend it wisely so

- We took the option of spending £12,000 on school holiday vouchers.
- We have taken the option of giving fuel vouchers
- We are buying food so that continue to give people full parcels deposit drop in donations
- Need larger reserves because now committed to Citizens Advice Tameside for 3 years
- At July 2023 spending about £3,000 per month on food which could mean £36,000 over the year