



KIRKCALDY
FOODBANK

Annual Report 2021

Kirkcaldy Foodbank is a Scottish Charitable Incorporated Organisation (SCIO),
Scottish Charity number:SC044446

Report from our Chair, Joyce Leggate



The signs of Spring are all around us as we look forward to our 8th AGM and the challenges of providing a service to those in need in our community continue. Now more than ever we need to look hard to any signs of hope and optimism while the world is in such crisis. Demand for support continues to grow. There are so many external factors that we cannot influence although where we have a voice, it is heard loudly and frequently.

There is a war raging in Europe which will impact us as food prices escalate as the world's largest grain producer fights for survival, fuel prices are escalating and this impacts on every item we have to purchase as well and the cost of heating our homes.

There is so much poverty around and we as a Foodbank work so hard to try and mitigate the impact on the poorest in our society.

We are blessed with an army of dedicated volunteers who each does so much for the Foodbank in their own individual way. We are so well supported by the local community who, no matter the struggles they face, still donate so generously to Kirkcaldy Foodbank. We have a dedicated team progressing funding opportunities from many different sources.

The past 2 years have brought us many challenges and these are not over. We are slowly emerging from the worst pandemic in our living memory and I am so proud of everything Kirkcaldy Foodbank achieved during this time. We closed the doors for one day only and then opened our doors to all those in need. We also kept our volunteers and clients safe by enforcing hand hygiene, mask wearing, social distancing and I am delighted to report that there was not one single case of transmission of the virus within our premises.

Looking ahead we are actively engaging with many agencies as we try to address the enormous issues



**Photo of fresh fruit and vegetables at
Viewforth**

facing the most disadvantaged in society. Through the auspices of the Independent Food Aid Network we lobby politicians both local and national from prospective local councillors to the prime Minister and Chancellor of the Exchequer, and keep food poverty in the headlines of all the national newspapers, TV and radio.



We are working in partnership with Fife Council, Citizens Advice and Rights, Fife and Greener Kirkcaldy to offer “wrap round” support to help households to maximise their income and build resilience for the future.

Despite the challenges we have faced we have come through them stronger and more determined than ever that there should be more equality and we hope that the Governments “levelling up” approach brings sustained improvement in to the lives of the people we see.

My grateful thanks go to Dysart St Clair Church for the use of their premises at Viewforth Hall, Linton Lane Centre who have been amazing since we started operating out of that venue 7 years ago, Fife Voluntary Action who rent us space and the Salvation Army who give us premises in Burntisland. My thanks go also to the many, many people who support us—both those known to us and the many anonymous donors who set up monthly standing orders of cash, donate in supermarket trolleys, fundraise in so many ways for the foodbank and do this for people they do not know and will never meet.

This is my last year as Chair and my final report and it has been an honour to guide this organisation, with the endless support of the Board of Trustees, for the past 4 years. I will be handing the position over in the knowledge that, thanks to the strong team of supporters and volunteers that we have, Kirkcaldy Foodbank will be well placed to continue to serve the needs of the local community as we face uncertain times ahead. I will however, remain as a volunteer and board member and be honoured to say I support Kirkcaldy Foodbank.

Joyce

Joyce Leggate

Chair

Trustees' Annual Report 2021

The purpose of Kirkcaldy Foodbank is to address food poverty in the Kirkcaldy area, seeking to provide food to those in need, the advancement of citizenship and community development, and the relief of those in need.

How did we do in 2021?

Looking back on 2021 and considering our purpose, there are some important activities and achievements to focus on:

- Throughout the periods of the most severe lockdown we remained open for visits in person.
- We have been able to increase the amount of fresh fruit, vegetables and dairy products that we give out. We have also provided frozen ready-meals and other frozen food.
- We developed new partnerships with both Fife Council's Community Development Team (CD Team) and Citizens Advice and Rights Fife (CARF). This led to CD Team and CARF workers being based in some of distribution centres, able to provide direct support to our clients.
- In April 2021 we started recording the number of adults and children who were receiving our food parcels. Between April and December 36% of the total number receiving food were children.
- Many people only require to use our foodbank for a short-term crisis: in 2021, 72% of our clients visited only 5 times or less. However, we have a very small number of clients (less than 2% of the total number) who visited on average at least once a week in 2021.
- 2020 seemed to be an exceptional year, with particularly high need for food in the 3 months of the initial lockdown period. However, in 2021 we had only 2% less visits than in 2020. Since June 2021 there is a clear upward trend in the number of visits—a trend that has sadly only got worse in 2022.
- In 2021:
 - we had 13809 visits to the foodbank
 - we gave out 5417 family sized parcels
 - we gave out food for 300 357 meals
- We have been active members of the Independent Food Aid Network (IFAN), contributing our data and experience to their work lobbying both UK and Scottish governments.
- Despite the challenges of continuing to provide food directly to our clients throughout the pandemic, we're not aware of anyone who contracted Covid whilst in our premises.
- We have over 140 volunteers regularly involved in many different aspects of the Foodbank's operations.
- We have continued our close working relationship with Fife Council's Community Payback Team, who provided us with vital logistical support.
- Through partnership with the Cottage Family Centre and their work with Amazon, we are able to work with The Big Hoose Project and access both food and toiletries for our clients.
- We carried out a review of the governance of the foodbank using the Good Governance Checkup produced by the Scottish Council for Voluntary

Organisations. Whilst it showed that we are already doing much of what's required for good governance, we identified a number of actions we required to take, including reviewing our purpose as a charity, developing a code of conduct for our trustees, developing a recruitment and induction process for new trustees and changing the format of our annual report.

Financial Report

Looking at our finances in 2021, there are a few things to highlight:

- Income fell substantially in 2021, from approximately £303,000 to £150,000.
- When grant funding is excluded from the totals the figures are from £215,000 to £141,000.
- So even in the second year of a pandemic we received £141,000 from our many, many supporters. Thank you to each and every person who contributed to this total.
- While income fell expenditure increased from around £142,500 to £198,500.
- Our spending on food increased by almost £61,000. This is an increase of almost 50%.
- We spent over £186,000 on food – this is 94% of our total expenditure.
- We are extremely proud that this Foodbank is run completely by volunteers, we spend nothing on wages or personal expenses.

A great big thank you to all the volunteers who have kept this wonderful organisation going through the toughest of times. Only you know how hard this has been.

Formal information

Kirkcaldy Foodbank is a registered Scottish Charity (OSCR) - Number SC044446. Our contact address is Viewforth Church Hall, Viewforth Terrace, KIRKCALDY KY1 3BW.

Our trustees are:

Joyce Leggate - Chair

Neill Mitchell - Vice-Chair

George Wilcock - Secretary

Kathleen Henderson - Treasurer

Angela Campbell, Ian Campbell, Thelma Duncan, Paula Hutchison, Maura Lee, Kenneth Mowbray, Brigitte Sweeney, Grace Kinsella and Liz Gavin (Brigitte, Grace and Liz were trustees from September 2021). (Sheila Morris was a trustee during 2021 but resigned in January 2022).

Trustees are appointed in accordance with the Foodbank's constitution.

This report and the account of Kirkcaldy Foodbank for 2021 were approved by the Trustees on 21 April 2022 and signed on their behalf by:

Joyce Leggate

Joyce Leggate, Chair

Statement of Income & Expenditure

	2020	2021
INCOME		
Surplus from Previous Year	39,260.10	200,170.56
Voluntary Income		
Faith Groups	7,235.00	3,461.00
Businesses	40,037.60	31,473.51
Schools & Colleges	3,497.00	678.42
Charities Aid Foundation	6,283.69	3,450.00
Individuals	60,269.79	51,890.74
Community Groups	18,084.74	11,809.75
Just Giving	35,800.02	23,589.95
Gift Aid	3,737.43	4,503.41
Payroll Giving	128.00	153.60
Foodbank Lotto	920.00	900.00
Charity Awards	24,845.93	3,100.00
Fund Raising		
Fund Raising Events	10,813.76	3,104.72
Collection Tins	3,492.77	2,946.60
Grant Funding		
Fife Council Grant Funding	10,000.00	4,800.00
ICF Funding Award	17,839.40	3,919.00
Supporting Communities Fund	35,540.00	
Wellbeing Fund	24,900.00	
Total Income	342,685.23	149,780.70
EXPENDITURE		
Stationery & Printing	1,664.16	0.00
Equipment	8,408.79	2,105.08
Utilities/Consumables	2,407.81	4,913.68
Food Purchase	125,177.82	186,112.53
Bank Charges	63.28	27.20
Just Giving	331.20	561.60
Rent	3,693.56	3,960.40
Lotto Prize	345.85	262.50
Emergency Fuel payments	422.20	541.00
Total Expenditure	142,514.67	198,483.99
Surplus/Deficit for the year	200,170.56	151,467.27

Represented by:

Unrestricted Funding

Cash on hand	2,434.97	4,359.30
Gift Cards	410.00	627.90
Funds in Bank	197,325.59	146,480.07
Total Unrestricted Funding	200,170.56	151,467.27

Restricted Funding

Funds at bank - Fife Council
Grant funding
Funds at Bank Emergency Fuel
Cash on Hand - Emergency Fuel
Total Restricted Funding

Total Funding	200,170.56	151,467.27
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Independent Examiner's Report

Independent Examiner's Report to the Trustees of Kirkcaldy Foodbank

I report on the financial statements of Kirkcaldy Foodbank (Scottish Charity No. SC044446) for the year ended 31st December 2021 which are set out on page 3.

Respective Responsibilities of Trustees and Examiner

The Kirkcaldy Foodbank's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The Kirkcaldy Foodbank's Trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with the Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the Kirkcaldy Foodbank and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In the course of my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
 - . to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
 - . to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave not been met, or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Auditors details here signed

Date 12/4/22

2021: our year in numbers

£15,500

We spent an average of
£15,500 every month on food

72%

72% of our clients
visited 5 times or
less in 2020

2000

Over 2000 individuals had
to use our Foodbank in
2021

1151

We had an average of 1151
visits every month in 2021

36%

children

Since April 2021, 36% of those
receiving food from us were children

140

We had more than 140
active volunteers

0

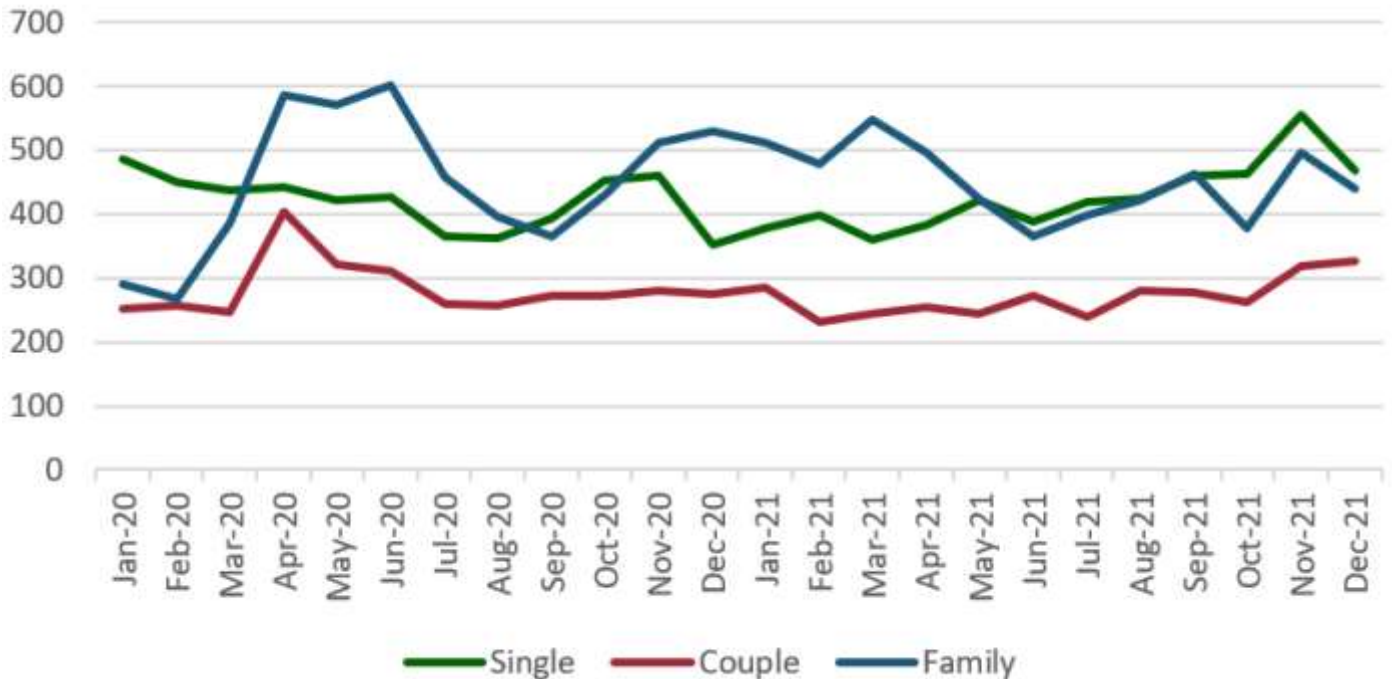
We closed for 0 days because
of the pandemic

2021: our year in data

Graph showing number of visits in 2020 and 2021



Graph showing the different parcel sizes given out in 2020 and 2021



Graph showing the number of visits to our distribution points from April 2020 (NB the Salvation Army in Burntisland only opened in mid-September 2020 replacing Solid Rock from that time)

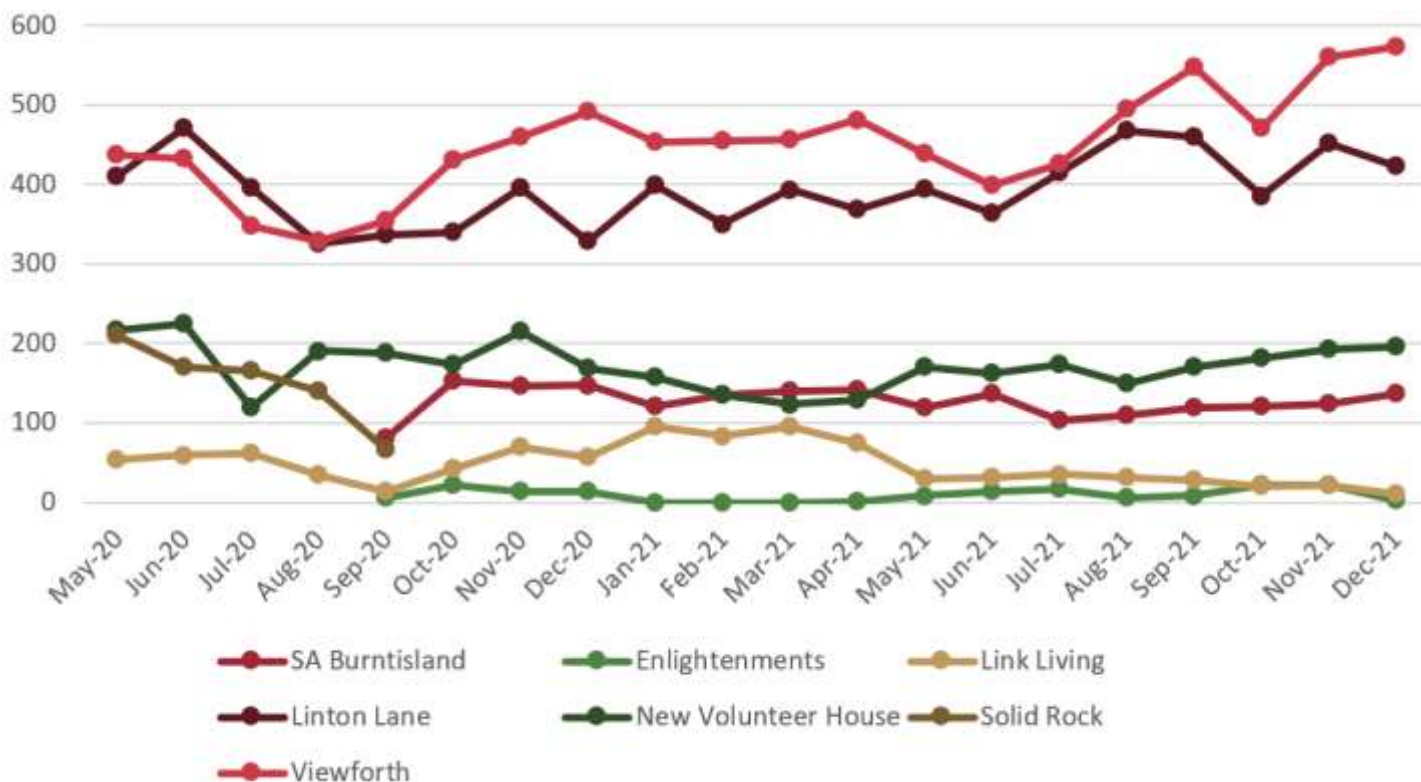


Table showing the number of repeat visits in 2021

For example, it shows that 942 of our clients visited once in 2021,, 642 visited between 2 and 5 times, and 42 visited over 50 times.

Number of visits	Visits	Visits %	Number of clients	Clients %
1	942	6.35	942	43.09
2 to 5	1888	12.72	642	29.37
6 to 10	1632	11	211	9.65
11 to 15	1609	10.84	127	5.81
16 to 20	1559	10.5	87	3.98
21 to 25	976	6.58	42	1.92
26 to 30	865	5.83	31	1.42
31 to 35	556	3.75	17	0.78
36 to 40	632	4.26	17	0.78
41 to 45	647	4.36	15	0.69
46 to 50	630	4.24	13	0.59
over 50	2907	19.59	42	1.94
TOTAL	14843	100	2186	100