Swanage Food Bank Trustees' Report: 01/04/2025-31/03/2026

Reference and administrative details

Charity name : Swanage Food Bank

Registered charity number : 1185288

Charity's principal address : United Reformed Church, 112 High Street, Swanage, Dorset BH19 2NY

Trustees: Mr Ian Bandy (Treasurer), Mrs Julie Bowerman (Chair), Mrs Lucy Cocke (Secretary), Mrs Ann Emery, Rev John Hutchison, Mrs Donalda Plowman

Charity phone number : 07759 230313

Social Media : Swanage Food Bank Facebook

Structure, governance and management

Type of governing document : constitution

How the charity is constituted : Charitable Incorporated Organisation (CIO)

The Trustees meet regularly throughout the year to discuss the management of policies (Safeguarding, Health and Safety, Risk Assessment, Public Indemnity Insurance), finances and matters concerning the running of the Charity and the appointment of Trustees. Proposals arising are then presented to the Membership at General Meetings (held 3 or 4 times yearly including an AGM) and electronically for further comment and approval by majority vote.

Objectives and activities

Summary of objectives as set out in its governing document: The relief of financial hardship amongst people in Swanage and the surrounding area or in other parts of the United Kingdom in such ways as the trustees from time-to-time think fit, in particular, but not exclusively by: a) providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty b) such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services.

Summary of main activities undertaken for the public benefit in relation to these objectives: Swanage Food Bank operated throughout the year from the Swanage United Reformed Church building on Mondays, Wednesdays and Fridays between 12 noon and 2.00pm with flexible arrangements for emergency needs outside of those hours. Our Team of 21 volunteer members works on a weekly rota in threes or pairs. We have also been helped by a Home Deliveries Team of 12 volunteers. Referrals of clients are made by a number of networking care agencies which contact us to give details of households needing Swanage Food Bank aid.

When clients cannot contact these agencies, and they are asking for the first time, self-referrals are accepted. All vouchers are completed by the Team on Duty so that statistics may be maintained on a monthly basis

Clients are provided with their food supplies (for seven days of three meals per day per each household member) and essential toiletries, and pet food, as available. Those who arrive at our door who are homeless, are also offered bedding and some basic kitchen equipment (cutlery, plates, mugs, tin opener). Top-ups of fuel cards (up to £40) are also made within safeguarding rules following an Agency referral. Our Charity's main source of food items has been from individuals in Swanage and district giving items in our Food Bins in local supermarkets (Co-op, Budgen's, Spar, and Costcutters) as well as at the backs of churches and outside of our premises during Duty hours, together with food donated from schools, churches and other organisations. In this way, there is a sense of community ownership of the work we carry out, and we are very grateful for such ongoing support. The stocks are supplemented by purchases from local stores, and from deliveries from online ordering with Morrisons. Although Swanage Food Bank has made no appeals for money and does not engage in fund-raising activities, we have received many financial donations from individuals, churches, and other organisations (some of which have independently raised money and donated it to us)

Achievements and performance

Since receiving recognition as a Registered Charity on 13th September 2019, we have continued our many previous years of work, as a small charity, supplying a large number of families and individuals in food poverty with generous amounts of food and essentials. The numbers assisted this past year were 780 adults and 389 children (530 households). At Christmas and Easter we continued to provide festive treats to anyone who approached us for help.

The United Reformed Church has been extremely supportive. Our Home Delivery Team are able to park outside when collecting supplies of food for delivery, and our Clients are able to access the Food Bank at our side entrance.

In November we were greatly saddened by the death of Julie Bond, a Trustee and Team Member, after a short illness. Julie's contribution to the Food Bank was enormous and she is greatly missed. Pauline Werba formally resigned from the Food Bank after long service and great contribution. One of our Team Members, Julie Rose, moved out of the area and we are also grateful for her contributions to SFB.

In October 2025 Julie Bowerman agreed to take on the position of Chair. We are enormously grateful to Lucy Cocke who had stepped up into position of Chair until a permanent solution was found. We are very pleased that Lucy's invaluable contributions and advice will be ongoing, as she continues to be an esteemed Team Leader. We are pleased to welcome Kev and Angie Belcher, Lydia Clarke, Barbara Luty and Jess Meteau, who are all joining our teams in various capacities.

Our AGM took place on Thursday 19th June 2025 at Swanage United Reformed Church. There was the statutory resignation of two Trustees (Ian Bandy and Ann Emery) and their re-election approved.

In June, Lucy Cocke, Jules Bond and Julie Bowerman visited Wareham Food Bank. It was interesting to see how they operate - their clients are able to enjoy coffee and chat when they collect their food parcels, but the WFB do not deliver food and are only open one morning (Thursday) each week. Before Christmas the Swanage School ran a competition between 'houses' in school to see who could collect the most items for the SFB. A member of staff brought 7 pupils and many, many boxes of tins, pasta etc to the SFB. We were able to show them what went on there and how their donations would be used.

Once again we had a Swanage Food Bank tree at the Annual Swanage Christmas Tree Festival to publicise our work.

Team and Trustee Meetings take place throughout the year and we are enormously grateful to our Treasurer, Ian Bandy, who presents finance reports and updates at all our Meetings. We also thank Judy Bandy for her support with publicity on our Facebook page and giving a regular report to the Swanage and Purbeck Development Trust . Ian and Judy also organised new posters and leaflets advertising the SFB.

'Access to Food' posters have been compiled which we are able to give out to our clients, explaining the various ways cheaper food can be found in Swanage - Food for Thought, Community Pantry. We have also started a new initiative with 'recipe bags', asking clients if they enjoy cooking and if they might be interested in receiving a bag containing a recipe (tomato pasta sauce, egg fried rice, tuna and sweetcorn pasta) and all the ingredients needed to cook it.

As always we thank our hardworking Duty Team Members and our Home Delivery Team. Special thanks go to Robin and Donna Plowman who empty our collection bins weekly, and to Fiona Rice, who has taken on the job of doing the Morrisons' online order each week (even when she's away on holiday!).

Financial Report

The accounts for the period ended 31st March 2026 have been produced on a Receipts and Payments basis.

The Trustees have agreed a Reserves policy which seeks to maintain a balance on unrestricted funds of approximately six months' unrestricted expenditure to cover emergencies that may arise from time to time, and also additional reserves to cover specific, identified financial risks.

Income derives primarily from donations by individuals, but also from local businesses, charities and other organisations. We have around 15 donors providing regular donations of approximately £450 per month in total but otherwise our income consists of ad-hoc donations. Our total income fell by around £2,000 from the previous year. We are immensely grateful for the generosity of all who have donated to us.

The charity registered for Gift Aid in September 2019 and we claim back from the HMRC for gift-aided donations from time to time. We received £1,538 back from HMRC in this financial year.

Our expenditure decreased from the previous year by around £2,000, reflecting the lower number of people who came to us for help during the year.

Overall we made a deficit of £2,359 in the year (compared to a deficit in the previous year of £2,555). With £27,000 in the bank we remain well funded for the next year (and beyond) and this will enable us to cope should we be in deficit again in 2026/27.

In addition to monetary donations we continue to receive a significant volume of items of food from the local community. We have not estimated the value of these gifts in kind and they are not included within the financial figures stated.

The Trustees are, of course, extremely grateful to all who have contributed items of food and/ or money, without which Swanage Food Bank simply would not be able to function.

Declaration

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

Signed on behalf of the Trustees of Swanage Food Bank:

Signature : Julie Bowerman

Full name : JULIE BOWERMAN

Position : Chair of Swanage Food Bank.

Date: 23rd June 2026

CHARITY COMMISSION FOR ENGLAND AND WALES

Swanage Food Bank	1185288	CC16a

Receipts and payments accounts

For the period from	01/04/2025	To	31/03/2026

Section A Receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £	Total funds to nearest £	Last year to nearest £
A1 Receipts					
Donations - individuals	£10,494	0	0	£10,494	£10,899
Donations - businesses	£335	0	0	£335	£1,000
Donations - other charities/ voluntary organisations	£3,016	0	0	£3,016	£4,045
Bank interest	£897	0	0	£897	£708
Gift Aid tax reclaim	£1,538	0	0	£1,538	£1,544
Other Income	£8	0	0	£8	£9
***Sub total** (Gross income for AR)*	£16,287	0	0	£16,287	£18,205
A2 Asset and investment sales, (see table).					
	0	0	0	0	0
Sub total	0	0	0	0	0
Total receipts	£16,287	0	0	£16,287	£18,205
A3 Payments					
Energy top-ups	£280	0	0	£280	£280
Food purchases	£15,035	0	0	£15,035	£17,224
Telecoms	£112	0	0	£112	£180
Stationery, printing, postage	£97	0	0	£97	£64
Premises	£2,700	0	0	£2,700	£2,400
Equipment	£90	0	0	£90	£109
Insurance	£302	0	0	£302	£302
Move to new premises	£0	0	0	£0	£50
Bank charges	£2	0	0	£2	£0
Other	£27	0	0	£27	£151
Sub total	£18,647	0	0	£18,647	£20,760
A4 Asset and investment purchases, (see table)					
	0	0	0	0	0
Sub total	0	0	0	0	0
Total payments	£18,647	0	0	18,647	20,760
Net of receipts/(payments)	-£2,359	0	0	-£2,359	-£2,555
A5 Transfers between funds	£0	0	0	£0	£0
A6 Cash funds last year end	£29,521	0	0	£29,521	£32,076
Cash funds this year end	£27,162	0	0	£27,162	£29,521

CHARITY COMMISSION FOR ENGLAND AND WALES

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For the period from	01/04/2025	To	31/03/2026

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 accounts	£1,422	0	0
	Savings accounts	£25,358	0	0
	Petty Cash	£382	0	0
	Total cash funds (agree balances with receipts and payments account(s))	£27,162	0	0
		OK	OK	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		0	0	0
		0	0	0
		0	0	0
		0	0	0

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			0	0
			0	0
			0	0

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			0	0
			0	0
			0	0
			0	0
			0	0
			0	0

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			0	
			0	
			0	
			0	
			0	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
	I C Bandy	I C BANDY	23/6/26