



Twelfth Annual Report Year Ending 31st October 2017

Accounts for Year Ending 31st March 2017

The Olive Branch (Faith in Action)

Registered Charity No: 1116239

12 Westbourne Rd, Lancaster, LA1 5DB

Te:; 01524 555715

Email: tob.olivebranch@live.co.uk website: www.the-olivebranch.org.uk

Mission Statement

Our mission is to support those suffering distress caused by addiction, broken family relationships, poverty and homelessness, and to enable individuals and families to resolve and alleviate their difficulties

Constitution

The Olive Branch (Faith in Action) exists as a registered charity, under a constitution adopted in August 2006. The objects are:- the relief of poverty, hardship and distress in particular but not exclusively among homeless people and those people afflicted by debt and substance misuse by the provision of shelter, food, clothing, advice, information, counselling, training and by such other charitable means as the trustees shall, from time to time, determine and the advancement of the Christian faith.

How our activities deliver Public Benefit

The charity carries out its activities in pursuance of its charitable objectives. The trustees consider that the activities referred to, provide benefit to the inhabitants in the towns and villages in the area administered by Lancaster City Council. The charity's support centre provides open access for the disadvantaged, marginalized and vulnerable, to seek help in the form of budgeting advice, emergency food, internet access, information and ongoing support that relieves poverty and helps them towards improved well being.

Volunteers and Community Support

The charity provides volunteer opportunities for adults who help with hospitality, befriending and listening to visitors, administration, packing food parcels, cleaning etc. In addition, community support is received from across the area from individuals, who donate non perishable food directly or via local schools, churches and community groups.

Support is also received from fundraising events, a biscuit manufacturer and individuals giving monetary donations. The charity networks with other community organisations by allowing them to make referrals to The Olive Branch on behalf of their service users who need emergency food. Referrals are received from Probation service, Citizens Advice Bureau, Housing Associations, Women's refuge, school welfare officers, Lancashire County Council (Crisis Support Scheme).

Management

The Management Committee meets monthly and comprises:-

Barbara Kirby - Honorary Chair

Chris Whiffen - Honorary Secretary (until March 2017)

Treasurer (Until 31st August 2017)

Michael Pidd – Hon Secretary (Co-opted April 2017)

Howard Townshend – Hon Treasurer (Co-opted from 1st September 2017)

Grahame Legg - Trustee

Jonathan Mullen - Trustee

Deborah Stewart – Trustee

Kath Willis – Project Manager (Non voting)

All volunteers are de facto members of the charity and may elect honorary officers and trustees at the AGM in accordance with the constitution. Honorary Officers hold office for one year and trustees for two. The Management Committee may appoint additional members to serve as co-opted trustees until the next AGM. Honorary Officers and Trustees do not receive remuneration. Members of the Management Committee are also volunteers and are actively engaged in routine tasks necessary for the day to day functions of the charity. We have approximately 20 plus volunteers who volunteer from just a few hours per week to 2-3 days.

Bankers

Santander, Bridle Rd, Bootle, L30 4GB

Kingdom Bank, Ruddington Fields Business Park, Mere Way, Ruddington, Nottingham, NG11 6JS

Premises

The charity rents ground floor premises (formerly a corner shop), near Lancaster city centre, on a 3 year lease which expired in September 2017 and has now been renewed for another 3 years at no increase in rent. The premises have the advantage of 2 parking spaces and disabled access.

Honorary Chair's Report

Isaiah 61

The Olive Branch (Faith in Action) is a Christ-centred charity serving the churches and communities of Lancaster, Morecambe and beyond. The charity is positioned ideally as a bridge between church and community to fulfil its purpose. Our vision is inspired by Isaiah 61. We are a people of conviction. We pray

and share our faith. We believe that Jesus' love transforms lives and that, by God's grace, full recovery and restoration are possible.

Our approach is holistic. Sometimes practical measures are insufficient. We work closely with other agencies to promote the spiritual, emotional and physical well-being of individuals and families.

We welcome people of different faiths, belief systems and cultures. Lancaster has been designated a City of Sanctuary. There has been a significant increase in referrals for refugees and asylum seekers. When people come in crisis, they find refuge, comfort and a message of hope. Building relationship through hospitality, giving time to listen and valuing the person, creates opportunity for life change and transformation. We recognise the potential in everyone and encourage people to see beyond present circumstances and past failures.

Our service is tailored to individual need and circumstance. We aim to be compassionately responsive, 'going the extra mile' where necessary. We are prepared to give comfort and support over the long term.

There have been several significant changes this year. Chris Whiffen retired as Trustee, Honorary Treasurer and Secretary after 12 years faithful, loyal and fruitful service. He continues as our voluntary fund raiser. We welcomed Howard Townshend as a new Trustee and Honorary Treasurer.

Our partnership agreement with LCC to provide crisis support through our food bank service has been renewed for a further year. We signed a further 3 year tenancy agreement on our present premises in August. In October, we embraced an exciting new opportunity when The Olive Branch became the local referring agency for Acts 435. Acts 435 will enable people who have a specific practical need, but limited resources, to access funding. In response to the increased demand for our services, we are presently seeking funding to employ a new part time member of staff to assist our Project Manager.

Over the years we have built up an extensive referral, support and redistribution network. We work in partnership with local churches, voluntary and statutory agencies to alleviate hardship caused by homelessness, addiction, poverty and relationship break-down. Working collaboratively, complex issues can be resolved. The charity is continually exploring new and creative ways to ameliorate the lives of people struggling and in crisis.

We are deeply grateful for the passion and commitment of team members, the loyal support of local churches and people, and the generosity of various charitable trusts and above all to our God who has sustained us through every challenge and provided for our every need.

Project Manager's Report

General Comments We have had 2500 visits in the year Nov 16 –Oct 17. 1927 food parcels have been given out, representing 77% of total visits to The Olive Branch.

Three factors have had an incredible effect on our work this year, one being the roll out of Universal Credit, the DWP sanction system and the influx of refugee and asylum seekers.

142 people have quoted “benefit problems” as the reason they needed a food parcel, some of this has been due to sanctions, budgeting and also the length of time it takes to receive Universal Credit. This represents year to date an 86% increase of people quoting “benefits” as the reason for their need when compared with the same period last year.

Homelessness has been the reason for 1.5% of total visits and addiction contributes an additional 3% to this group.

Refugees/asylum seekers have made 3.5% of total visits. Ethnicity statistics are sketchy largely because of language problems and switching over to a new Database in July, but we have recorded 27 African/Arabic/Asian visitors and each one of them have made weekly visits until they are granted “leave to remain”, so far there have been approx 130 visits from this group of visitors. Refugee/Asylum seekers have made 107 visits in 2017 year to date. We have had to make some adjustments to the choice of food that we normally provide given different culture and food preferences.

It has been a constant challenge this year to keep our shelves full and we have been grateful to all those individuals, churches and organisations who have donated food and money. Monetary gifts have enabled us to buy food to ensure our shelves were always full. We are so grateful for all of the help we have had and we have never had to turn anybody in need away empty handed.

This year we have adjusted our opening times in order to facilitate the varied needs that visitors to the Olive Branch have. We have provided time in the morning for appointments including budgeting etc., and time in the afternoon for the handing out of food parcels.

IT, Communication and Technical Support

As already mentioned from July this year Hughes IT have been working on a web based Database so that we may have more accessibility and flexibility to accurately assess growing trends and our response to them and also to provide accurate, detailed information to appropriate funders.

Volunteers

We are very grateful to each one of our volunteers who give so generously of their time. They have responded well to the challenges of the year and we have had opportunities to take pupils from Lancaster and Morecambe College on work experience programmes and placements, as well as young people completing the National Citizen Service and also The Duke of York Award.

Marketing and Publicity Last Christmas we launched our first ever Shoe Box Appeal which was so successful we aim to repeat it this year as well as a very successful Easter Appeal.

One of our volunteers had the idea of an Easter Egg Appeal and produced leaflets and distributed them to shops and libraries etc. This was so successful and we are grateful to Helen for organising this.



Harvest Appeal has seen one of the best responses so far this year and we are so grateful to every church and school who has given to the charity.

Donations from Ripley St Thomas School



Ethan Rae with his mum from Dallas Rd School



We have undertaken several Church, organisation and School Talks this year to enhance the knowledge and support of the charity and were very pleased to welcome the Mayor and Mayoress on a recent visit. We greatly appreciated their time to support our work.

Honorary Secretary and Treasurer's Financial Report – Fundraising & Finance

The Olive Branch has continued to benefit from the ongoing support of various charitable trusts and is in a healthy financial position to meet core operating costs through into year commencing 1st April 2018 and continue to help the most needy in our community. This is only possible due to the support of charitable trusts some of whom have been providing grants since 2006. On behalf of the trustees, volunteers and service users I express our grateful thanks and appreciation.

The policy of applying for modest amounts from as many appropriate charitable as possible has proved to be successful and several new trusts have responded positively in the last year.

The charity does not have a reserves policy or reserve funds other than the surplus of income over expenditure which is carried forward at the end of each financial year.

Thanks are also due to the 20 plus individuals who support the food bank by making regular monthly donations and for those who have made “one off” donations. These are used to maintain stocks especially when incoming food donations slow down and demand increases.

Thanks to all those individuals who have donated food, sleeping bags, winter clothing, cakes, carrier bags and their numerous acts of kindness and support.

- Thanks to those individuals, who wish to remain anonymous, for their gifts of money.
- Thanks to Lancaster & District CVS for managing our small payroll and their advice.
- Thanks to Joan Elliott for examining our accounts.
- Thanks to all those people who remember to pray for us
- Above all thanks to our Heavenly Father who is faithful and meets our needs

Thanks to the following charitable trusts and organisations for their grants and donations:-

Adactus Housing Association
 Barleycorn Trust
 Bryan Lancaster's Trust – Friend's Gift Estate
 Community Foundation for Lancaster
 D.R. & R.E.Bell Charitable Trust
 Lancashire C.C. (Care & Urgent Needs Support Scheme)
 Lancashire County Council (Local member grants)
 Lancaster, Morecambe District Association for Family Social Work

Sobell Foundation
 Souter Charitable Trust
 Steyn Charitable Trust
 Stobart Newlands Trust
 The 29th May 1961 Charitable Trust
 The Albert Hunt Trust
 The Archer Trust
 The H.D.H.Wills 1965 Charitable Trust
 The Jean & Leslie Connor Charitable Foundation

Lee Bakirgian Family Trust Leeds Building Society Charitable Foundation M.J.Hindley Charitable Trust Marsh Christian Trust R.S.Brownless Charitable Trust	The John Mason Family Trust The Joseph Strong Frazer Trust The Lynn Foundation The Roger Vere Foundation The Ross Warburton Charitable Trust W.O.Street Charitable Fund
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Arkholme Primary School AXA Insurance staff Morecambe Bentham Golf Club Booths – Bowerham store Bowerham Primary School Capernway Evangelical Church Caton & Hornby RC Church Christians Alive Church City Church Lancaster Christ Church – Lancaster Cumberland Building Society –Lancaster branch Extra Time Group at St Thomas’ Church Lancaster Farmhouse Biscuits Ltd Fathers House Elim Church Lancaster Grace Baptist Church, Lancaster Kings Community Church – Lancaster Kirby Lonsdale Methodist Church Lancaster & Morecambe College (students) Lancaster Baptist Church (Women’s Fellowship) Lancaster Church of the Nazarene Lancaster Free Methodist Church Lancaster Priory Lancaster & District Homeless Action Service	Light and Life Church Marks & Spencer – Lancaster Morecambe Bay Food Bank Nat West Bank – Lancaster Nether Kellett Community Primary School Olive Tree Ministries Our Ladies Catholic College – Lancaster Ripley St Thomas School Lancaster Santander (Lancaster branch) Landmark (Resolute Team) Lancaster Baptist Church Women’s Fellowship Lancaster Quakers Garstang Free Methodist Church Lancaster Soroptimists St Lukes C of E School Skerton St Marys RC Church Hornby St Michaels Church Whittington St Paul’s Church Scotforth St Pauls Hala -Over 60s Club St Thomas’s Church Lancaster Trinity URC Bowerham, Lancaster Westhouse Methodist Chapel Yorkshire Building Society - Lancaster
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Yr 6 Counsellors and Mrs Starkey from Dallas Rd



Pupil from Ripley St Thomas volunteering for The Duke of York Award



Long-term Health Problems or Disability

The national proportion of people suffering health-related limitations to their day-to-day activities was 17% of the population. Lancaster District had 19%, the proportion worse than the national average with several areas significantly worse. Six of the Lancaster Wards had a very high proportion of people whose lives were limited in their daily activities: 27%, 26%, 24%, 24%, 23% and 23% of the population. In those six Wards alone, almost 9000 people suffered long-term health limitations.

[Office of National Statistics latest data, 2011]

Domestic Violence

As with all Districts, the average masks the extremes. In the 'best' Ward there were just 19 calls to the Police reporting Domestic Violence in the year 2014-15 - 2.9 calls per 1000 of the population. In eight of the Wards the figures were shockingly higher: 31, 30, 27, 26, 26, 23, 22 and 20 calls per 1000 population. In these Wards there were over 1300 individual calls to the Police reporting incidents of Domestic Violence. The Olive Branch regularly receives referrals from the women's Safenet Refuge.

[Safer Lancashire, 2015]

Vulnerable Children

Many of those incidents of Domestic Violence involve children. In 2011-12 (the latest published figures) 2026 incidents in Lancaster District involved children. 513 children were victims of crime, 89 victim referrals concerning child sexual exploitation and 1940 children referred to Social Services.

[Safer Lancashire, 2013]

Child Poverty

Adult deprivation affects children. In Lancaster District, the number of children (under 16) living in households receiving Income Support, Job Seekers Allowance or Tax Credits in the 'best' Wards was less than 30. However in the most deprived Wards there were very large numbers of children affected: 490, 475, 385, 330, 255, 190, 190 - a total in those Wards alone of 2315 children.

[Office of National Statistics, 2014]

August 2015

Statistics 2015- 2017			
	2015 Jan-Dec	2016 Jan -Dec	Jan-Dec 17 estimated
No of visits to centre	1875	2356	2413
% +/- Increase LY	-21.8%	+26 %	+2.5% LY
Reasons for visits			
Food Parcels supplied	1190	1507	1506
Debt/Budgeting	277	241	240
Addiction	199	167	166
Advocacy	27	17	70
Phone/Computer Use	755	828	414
Housing/Accommodation/NFA	332	454	455

Health (including Mental Health)	360	391	390
Other: (including fellowship)	841	1137	1136
Sleeping Bag/Tent	24	6	12
Benefits as an underlying issue	36	76	162
Refugees			
NB. Reasons for visits number more than actual no. of visits as multiple needs are recorded.			
Male/Female	1309/465	1520/638	1520/3638
Adult/Child	1785/439	1979/610	1978/610
Age Range			
18-25	159	234	234
26-40	742	777	776
41-60	785	1081	1080
60+	53	60	60
under 18	35	6	2
Incoming referrals			
CAB	212	286	286
CAP	3	4	2
Social Services	4	4	2
LDHAS	161	310	310
DWP	70	34	34
LCC	148	73	72
OTHER	169	239	240
CAUNSS	37	40	40
ADACTUS	36	19	18
INSPIRE	82	101	100
PROBATION	62	137	134
REVOLUTION	7	4	2
STONHAM HA / Oak Tree/ Sanctuary	20	101	100
Outgoing Referrals			
CAB	26	17	16
CAP	26	12	12
LDHAS	14	16	16
DWP	3	1	2
LCC	19	6	2
OTHER	40	33	32
CAUNSS	8	4	2
INSPIRE	5	4	2
Volunteer Hours	5299	5108	7730

THE OLIVE BRANCH (Faith in Action) Reg Charity No 11116239

INCOME & EXPENDITURE ACCOUNT FOR YEAR ENDING 31ST MARCH 2017

<u>INCOME</u>	£	£	<u>EXPENDITURE</u>	£
UNRESTRICTED				
Charitable trusts	13,900.00		Project man, NI, pension	10,720.43
Lancs C.C. (Caunss)	1,500.00		HMRC	290.77
Comm Fdn Lancs (United Utilities)	2,800.00		Payroll admin (CVS)	102.20
Comm Fdn Lancs (Comic Relief)	2,500.00		Rent	10,000.00
Gift aid refund (HMRC)	<u>1,285.51</u>		Insurance	578.08
	<u>21,985.51</u>	21,985.51	Utilities	941.54
Donations (Public & churches etc)		7,188.80	Communications, phone, b/band	1,658.91
			Office, stationery etc	1,545.67
			Postage	308.71
RESTRICTED			Maintenance & cleaning	587.84
Adactus Housing Association	712.57		Volunteer expenses	100.60
Lancs C.C. (Local member grants)	830.00		VBS checks & volunteer training	242.50
Pastoral donations for food bank	<u>8,278.15</u>		Travel	135.68
	<u>9,820.72</u>	9,820.72	Equipment	35.11
Bank interest		10.36	Pastoral	8,058.70
Total income		<u>39,005.39</u>	Miscellaneous	<u>421.74</u>
Less total expenditure		<u>35,728.48</u>	Total	<u>35,728.48</u>
Excess income over expenditure		3,276.91		
Plus balance at 1st April 2016		<u>29,071.06</u>		
Closing balance to c/f to 1st April 2017		<u><u>32,347.97</u></u>		

Comprising of:-

Kingdom Bank	<u>13,056.93</u>	
Interest	10.31	
	<u>13,067.24</u>	13,067.24
Pastoral fund - opening balance	1,028.95	
Income	9,589.44	
Expenditure	<u>8,058.70</u>	
Balance	<u>2,559.69</u>	2,559.69
General fund - opening balance	14,961.23	
Income	29,405.64	
Expenditure	<u>27,685.18</u>	
	<u>16,681.69</u>	16,681.69
Petty cash - opening balance	23.95	
Income	1,360.00	
Expenditure	<u>1,344.60</u>	
	<u>39.35</u>	39.35
		<u><u>32,347.97</u></u>

I have independently examined this Income & Expenditure Account for The Olive Branch (Faith in Action) and found it to be a true and accurate record of financial activity for year ending 31st March 2017

Signed *J M Elliot*
 Print *J M ELLIOT*
 Date *26/07/2017*

On behalf of the trustees of The Olive Branch (Faith in Action) I accept this Income & Expenditure Account for the financial year ending 31st March 2017

Signed *Barbara J. Kirby*
 Print *BARBARA J. KIRBY*
 Position *Chair*
 Date *16/8/17*