

A new Partnership for Mission and Service

The Stocksbridge Christian Centre

Food Matters – The Stocksbridge Food Bank

Proposal to Sheffield Methodist District

2022-2023

Stocksbridge

Christian Centre and

Community Hub



Food Matters

Stocksbridge Food Bank

and Community Shop



Introduction

Please read this!

This is a partnership crafted together from the desire to reach out from a church into the community with the love of our Lord, and the urge of good people to support others in the worst of their lives.

- The Christian Centre was not looking for this partnership. It had its normal church life and community.
- Food Matters – The Stocksbridge Food Bank, had no idea that it would end up asking a church for a home.

But when the Food Bank took its new ideas for development to the Christian Centre, a light went on. As one leader said at Church Council: “We were happy as we were. But this has made us see what we could do.”

And as both parties have worked through the details and the objectives, it is clear to everyone that this is a perfect fit: Food Matters people, local citizens, elected members, Council officers, Church leaders in both denominations, and the local Council of Churches. All of them have begun to contribute real cash to the project.

We will build on the existence of the church as a worshipping and sharing community of disciples, and enter a partnership with Food Matters, (through a licence to use part of the premises,) so that together we will create an engine of compassion, support and caring in the community.

The applications to Methodist and other faith funders to support it will be made by The Christian Centre, to a wide range of funders, to undertake what is necessary to develop the premises to create the Community Hub, grafted onto the worshipping space.

The application to community development and food bank funders to support the move of the Food Bank and the creation of the Community Shop and Café, will be made by Food Matters.

Both streams of funding will be drawn together into one project, and accounted transparently.

Inevitably this application, based on a Methodist District series of questions, is suffused with the thinking of both parties. Sometimes the statements more easily arise from one strand rather than another. At all times, the ownership and management of the Church and Community Hub is in the hands of the Church and its Church Council, under the regulations of CPD. Ownership and management of the Food Matters enterprises is wholly under the auspices of ‘Food Matters – The Stocksbridge Food Bank’ a community benefit society.

Rev Ian Lucraft

Minister of the Christian Centre and separately Chair of the Food Matters Development Group.

Missional Vision

FOOD MATTERS

A 'Community Shop' vision.

A new collaborative venture of the churches and the town.

To create the Stocksbridge Community Shop.

A response to the demands of environmental change, especially around the issues of food surpluses and food poverty.

Outline Proposal

As a local church, endorsed and supported by the local Council of Churches, we want to express our commitments

- to good stewardship of this earth, through valuing the environment, and
- our obedience to Jesus' command to love our neighbours.

We believe we can do both with this new proposal.

We want to develop the Food Bank away from being a place where desperate people go, having been identified as in need of support. We want the project to be a publicly open 'Community Shop'. It would be a community response to the needs of our environment in our current situation, the problem of food surpluses, or waste, and the need for food for some families. It could be a powerful statement of how the community as a whole is addressing the environmental issues of food surpluses and food poverty. It will deliver the 'food bank' service free to those in need with dignity. It will provide a place for people to meet in the Community Café, and strengthen peer support, alongside options for formal and informal support. We will re-home the existing Food Bank, shop, café and CAB in a new Community Hub, attached to a church, in the heart of the town, amongst the social housing, and the communities we serve.

Planned Services

<i>Community Shop</i>	Surplus supermarket food rescued from retailers, including fresh food otherwise sent to waste, through local arrangements or national schemes for re-cycling. We have been accepted to be an outlet for FareShare;
<i>Food Bank service</i>	Donated food for people identified as in need of food support, given freely;
<i>Citizens Advice Bureau</i>	has agreed to return to Stocksbridge and will do so by embedding its service in the Food Bank and Community Shop, from October 2022.
<i>Community Fridge</i>	We have been invited to provide the Co-op Supermarket Community Fridge scheme, rescuing their surplus frozen foods.
<i>Community Café</i>	Open when the Community shop is open using mostly rescued produce;
<i>Ready meals</i>	Surplus food recycled as frozen meals for sale at modest prices through a collaboration with a Sheffield Scheme – FoodWorks.
<i>Fair Trade</i>	Stocksbridge is a Fair Trade Town, and Fair Trade could have a presence;

<i>Local Produce</i>	Food surpluses donated by allotment holders and gardeners;
<i>Free Book Exchange</i>	A bookcase of popular fiction will be run by the café, with a token given for a book brought in, exchanged against another book to go.
<i>Warm Space</i>	As appropriate the Food Matters Community Café will be offered as a warm space.
<i>Pasta Thursdays</i>	A free pasta lunch is being planned for warm space days for users of the service.
<i>Free Internet Access</i>	Free Internet will be available, on one terminal, for individuals needing access for personal business. (Not for gaming or streaming.) Support will be available.

Other services

As well as providing food, we want to be prepared to put an arm round people when they are in distress. We are definite that we want to provide a supportive atmosphere, where people who wish to talk about their situation can do so in confidence, knowing that they will be listened to. This will include a discreet space where one-to-one conversations can take place as they currently do in the Food Bank. There will be information on hand for referral to other helpful services and self-help groups.

The Citizens Advice Bureau has agreed to return to Stocksbridge and to embed a worker in the Food Bank to deliver its range of services. This is a huge step forward for support of local people. The CAB will be part of this new community hub. The Citizens Advice Bureau has also agreed to provide training to our volunteers in basic support and sign-posting. T

here will be space for the churches to describe their own services and support and offer a welcome to users. But there will not be any conditions on the gift of food, nor any link between the services around food and the invitations from the churches.

One aspect of the project will be education and campaigning in the areas of environment and fair food policy. This might involve posters, leaflets and space for campaigning groups to work from. We have two potential volunteers who are both local teachers, who would like to engage with the school curriculum over environmental and food policy issues.

There will be a meeting room for the operation of the shop team, which is also available for hire by other community groups for occasional meetings.

Issues around food surpluses and food poverty

The food bank network is very conscious of the difficulty of working in a system where we depend on government and other agencies to make the judgement of who is in need of food and deserving of a referral. As Christians, if people are in food distress, we want to be able to offer them the help they need at the time they need it. It is not for us to make judgements.

We are also very aware that there is considerably more 'food poverty' and general poverty in Stocksbridge than would appear to be the case from the number of referrals made to the Food Bank. Other Food Banks service several times the number of clients each week, from a similar population.

We are also aware that the stocks of food from generous donors are wonderful, but we are embarrassed that they are not being shifted out in time for the end date, due to lack of demand. We want to change this.

Putting the Food Bank service into a more open Community Shop environment allows for more dignity and a more ready response. We will be able to avoid the system being abused, and we will work out our systems to ensure this.

Using the term "food poverty" is itself a discriminatory description. In fact the root of much of our difficulty is 'poverty' itself. But at the same time the dignity with which people are serviced is critical.

Modest pricing for fresh and other foods which are being re-cycled from Supermarkets is a helpful way forward. It can also go towards the cost of delivering the service. This is happening at many “Community Shops” across the country. We will work out what we charge and for what, through the development phase.

But we are adamant that there will always be a place for freely given food for those in the most urgent need. We will be able to do that in a more dignified environment, and we hope that we will continue to be supported by donations to enable this to happen.

Volunteers

The essential component of the project will be a team of volunteers willing to provide the service. Obviously we hope the existing volunteers will be willing to continue to serve, and we will seek others to add to the team. When we took over the running of the Food Bank there were about 4 remaining volunteers. We have recruited 19 more to continue and develop the exiting service. Our recent consultation exercise across the town has generated over 46 further offers of help, which are being developed now.

The project will welcome volunteers from churches and those who are not connected with churches.

We do not know at this stage how often the service will be open in the week. We aim to be four mornings per week, one late afternoon and Saturday morning; six sessions. Volunteers would be invited to contribute whatever time they are prepared to do.

We expect to employ a ‘co-ordinator’ who will manage the service and support the volunteers. We sense that a paid person will be important to lead the service.

Pricing

Charging people for the food is a very sensitive issue, but we are confident that once people understand the model they will be content in the way the service is delivered. We want donors to feel confident their gifts are being used appropriately, and supermarkets will not allow us to re-price items they pass on to us. We aim to deliver two strands:

1. Rescued food from the supermarkets for distribution through a membership scheme; perhaps £5 per year to join, and £3 allows you to fill a standard carrier bag.
2. Free food parcels using donated food, for people in identified urgent need of support.

We will always rely on the wonderful stream of donated food for those who are in desperate straits. We expect that such people would be able to receive a targeted package of food supplies sufficient for an individual or family for a specific period of time. This would be as the Food Bank works now.

One of the key attractions of the ‘Community Shop’ model is that the re-cycled food from supermarkets can be distributed for very low prices. This ensures that the food is not sent to landfill waste but is used to feed people.

We do not need to protect ourselves from the concern that people might abuse these low prices. We are keen to promote these low prices as they ensure that this food is taken up and used.

The major advantage is that this places “food bank services” in a recycling environment, and so the whole community is donating to help, recycling to protect against waste, and ensuring that food is available to those in the most need. If well off people come in and buy, great. They are helping the environment. If impoverished people come in they are obtaining help when they need it.

The details of this will be worked through in the on-going development phase.

Governance

The existing Food Bank operated without any structure. There was no bank account and funds were held in three churches. There was no constitution. There were no accounts. There were no volunteer meetings.

The Council of Churches in the area agreed to sponsor the re-development and operation of the service, provided that these governance issues were resolved and that a community enterprise of some form was

agreed. The project will be seen as a collaborative initiative of the churches in the town, working in partnership with other organisations in the town who want to support it.

We have been wonderfully advised and supported by the Plunkett Foundation. They have provided developments support, governance advice and support, and business planning advice. They have signposted us to grant bodies and given us a confidence in what we are doing.

The project now has a constitution in the name of “Food Matters – The Stocksbridge Food Bank. This has been submitted to the Financial Conduct Authority and will be registered by them as a Community Benefit Society.

Food Matters has opened a business bank account in its own name with Lloyds Bank.

Food Matters has agreed with a local accountancy firm for book-keeping services, monthly accounts and inspected annual accounts, at one third of its commercial rates, and payroll costs for the Co-ordinator at £100pa. With advisors we are working through issues relating to VAT and Gift Aid to make sure the ongoing operation is as tax efficient as possible.

The Food Matters project will have a management committee which will include representatives of the volunteers and the Co-ordinator.. They will have oversight and strategic direction of the project.

The Growth of the Church

In addition to the benefits for the community directly attributable to the work of Food Matters, there is the following to say on behalf of the church:

The Food Bank and the Community Shop are NOT schemes whereby we ‘make’ more Christians. In fact we have been explicit about that with the Town Council and all other interested parties. They and the City Council are keen to ensure that it is a service to the whole community, regardless of religion or any other differentiator. In fact it will have to be actively welcoming to all. And being helpful and supportive is a key part of the service. But when putting this proposal forward it would be naïve and disingenuous not to consider the advantages this might bring to the church in the longer term.

It puts the church on the map in its future interaction with and its services within the local community.

- It will attract other activities and groups around it which may add support to the church life, and increase the inter-organisational co-operation and maximise shared resources, and develop peer support actions which are the key to community development.
- It will attract more volunteers to work in the existing projects on site.
- It adds a coffee spot facility to the churches resources.
- It adds a safe play space and room for family-related activity.
- It upgrades some facilities to be compliant with current legislation.
- Changing the church into a multi-purpose space with a new catering kitchen and accessible toilets on the same level removes some of the current difficulties of using the spaces.
- Alterations would add to internal security and allow two events to happen at the same time and remove the danger of un-authorised wandering through the premises.
- It will bring in significant services charges from the new activities each year to support the church’s finances, to cover gas and electricity, cleaning and waste disposal, phone and internet charges etc..
- Landscaping and fencing, and other security measures, will help combat local petty vandalism, protect the integrity of the building, reduce on-going damage repairs, and close off the open car-park to the occasional drug dealers that operate there in the dark evenings.

The Church sees this as a powerful piece of witness, standing alongside the poor, which would cement the church’s place in the community for the foreseeable future and open up lots more opportunities.

Discipleship, Stories and Worship

Who will come?

One of the clearly expressed drivers from the Christian Centre is that though they are committed and rightly proud of their place as 'the church on the estate', they are conscious that they need to look toward a future where they need to find more Christians to work with them and worship with them and refresh the power of the congregation.

They have tried a number of invitations to the community, but along with most churches they find that that the bald invitation is not effective.

The conversations between the Church and the Food Bank has opened up a realisation, if they did not already know it, that there are many people in the community that are clearly on their wavelength, but who are wary of making commitments to a church. Perhaps a way forward is to join in partnership with such people in doing what we might describe as Gospel activity.

Certainly the stories of Acts has resonated, where the early Christians were observed working in the community and non-Christians recognised their good works, and wanted to come alongside them.

The numbers of people who have responded to this project, wanting to help in so many ways, is now over 75, in one way or another. And we have not even begun the activity, nor actually yet specifically asked for shop and café volunteers. This has been a revelation.

Others of faith

The church became a Local Ecumenical Project many years ago with the Anglican Parish. After the early days, driven by like-minded Methodist and Anglican ministries, the impetus has fallen away.

Because the parish is losing its 1.5 current staff (retiring), and is preparing a pastorate profile, and the Christian Centre has a new minister from September 2022 with experience of working ecumenically, the church felt it was right to approach the parish and the Diocese afresh, with two questions:

1. How do you want to energise the life of this ecumenical co-operation in the church?
2. How do you want to engage with the proposed Food Matters project at the church?

The response has been excellent.

As part of this work, we have already commenced consultation with the Associate Area Dean and Archdeacon of the Sheffield Diocese and obtained their support for the plans, and arranged future written support from the Diocese. This is both in respect of the partnership working of the Local Ecumenical Project, and for the specifics of this project itself.

The Sheffield Diocese has agreed the following: "The Christian Centre is consulting with the Sheffield Diocese about the proposals to move the Food Bank and Community Shop into The Stocksbridge Christian Centre, which is a long-standing Anglican/Methodist Local Ecumenical Project in a Methodist building within the Stocksbridge Parish. The initial reactions of the Diocesan officers

is that this is an excellent proposal which they will want to work through in detail and find ways to support.”

We have also consulted in London with the Church of England National Policy Advisor on Community and Sustainability, and obtained his advice for the plans.

Worship

- The church must be one of the few that has both a weekly prayer group and a weekly study and reflection group on that week's lectionary.
- We also have different forms of worship because of our LEP status with the Parish.
- The youth leaders conduct a simple study/discussion/worship element in every week's two youth sessions.
- The plans will allow us to move the communion table into the centre of the worship area and make different approaches to worship possible.
- The church participates in joint services with the Cornerstone Parish.
- The church is active in worship events led by the Council of Churches especially at Easter, and the World day of prayer.
- Members share in the house groups that are led by a member at St Johns at festivals.

There is room for a weekly worship as part of the partnership with the new activities; separate but available and welcoming. We will need to develop the skills locally to facilitate this in an open discovery mode, rather than a confident preachy mode.

The leaders have expressed interest in working with the minister on a new 'Modern Theology' discussion group that will discuss issues of faith in a modern post-enlightenment world. The aim would be to put some words round how we explain and share our faith with the people we come across in our interactions.

Plan for Mission

The minister of the church took over pastoral responsibility in September 2022. Before that, he had been in discussion with the Church Council, with the approval of the circuit superintendent / district chair over these proposals. Those discussions were wide-ranging and detailed. It was clear that though the church has a mission outlook, there is not any mission plan, or strategic vision to development. This project has changed all that.

It was agreed at the first Church Council in September that the Church Council, consulting with the wider membership and friends, and local stakeholders, will immediately start discussions on a church strategy.

This will include areas of worship, mission, service, community engagement, use of resources and produce a concrete plan for how the church wishes to continue its long-term 'mission to the estate', which has been at the heart of its life since its foundation.

We will start that work in November 2022 and expect to complete it in early 2023.

Long-Term Sustainability

We believe the most important objective of the development strategy is to deliver a sustainable operating regime in respect of operating costs for the Food Matters operation once it starts.

Costs of operation: Our initial estimates, indicate an annual operating cost approaching £36,000. This includes premises and staffing costs, costs of association and memberships/franchises, transport, services and other essentials.

Funding of Operation: We plan to raise the required annual operating costs in three principle income streams.

- a. **We will make a charge for the rescued food supplied from the supermarkets.** This will be by far the biggest element of the delivery of food etc. to shop users and food bank clients. We have not yet decided on the membership details, but a typical membership model is £5 membership per year and £3 per bag of 10 items. Such a model, would generate 200 members at £5 pa = £1,000. Assuming 50 users per week for 50 weeks, with one bag each, would generate £7800 pa. Daily users are similar to other community shops but there is more work to be done on evaluating shop-income potential. So Sales = £8,800 pa.

- b. **We will create a Sponsorship Programme for organizations and individuals.**

Organisations in the area will be invited to contribute at least £500 as a one-off donation to become a 'Founder' of the Community Shop, with subsequent annual donations of at least £500 pa. We have already received 5 offers to do this, with some offers in excess of these amounts, without publication, and expect we will be able to attract at least ten such offers, generating at least a further £5,000 per continuing year So Corporate Sponsors = £5,000 pa.

Individuals in the area will be invited to agree to support the Community Shop and Food Bank with a regular monthly donation of at least £10 managed through an on-line direct debit arrangement. With gift aid this will deliver at least £144 pa per 'Sponsor'. We are confident we can attract 100 such sponsors across the town and local area, generating an annual income of at least £15,000. We have already received over 30 comments from individuals who wish to do this. Individual Sponors = £15,000 pa

- c. **Casual donations** have been a feature of the existing Food Bank, and we would aim to generate about £100 per week through such continuing donations, amounting to about £7,500 p.a.. We have already received £3,000 in donations from two individuals towards the project without request, £805 from the local traders, £705 from the local runners and the Stocksbridge Football team gave us £1500 last year. There were others too. So donations = at least £7,500 pa

These three streams indicate an estimated target income of around £36,300 p.a..

Summary of Operational Plan

Annual Running Costs for the Operational Phase

Rent	0	Founders	10 x £500	5,000
Rates	0	Sponsors	100 x £120	12,000
Salary	20,450	Gift Aid		3,000
Utilities	4,000	Members	200 x £5 pa	1,000
Runnings costs	3,000	Customers	£3 x 50x 50wks	7,800
Insurances	2,500	Donations		7,500
Printing etc	500			
Sundries	2,500			
Fareshare	1,500	Other		?
Other costs	3,000			
	<u>34,950</u>			<u>36,300</u>

Clearly work needs to be done during the Development Phase to reduce the estimated operational costs and increase the regular fund-raising. But we are confident that we can achieve this.

We have a local fund-raising plan for the Development Phase, from June 2022.

We seek to raise a capital grant scheme to fund the Conversion over the next 6-12 months.

We aim to produce a viable Operation Plan for the commencement of the project.

We plan to open the Sponsorship Scheme soon after the agreement to proceed from the Christian Centre at the start of November 2022, to capture the initial enthusiasm and offers of support.

Volunteers

From the newspaper articles we have generated we have recruited about 25 volunteers for the current Food Bank and the Development Team. From the Consultation we have had another 46 offers to help. We are confident we can recruit enough volunteers to make it sustainable.

Making Property Fit for Mission

Background

In 2012, Christ Church Stocksbridge began conversations at the local surgeries' invitation, with the Town Council, the City Council and others, including the NHS, the Library Service, Citizens Advice and the local Council of Churches, specifically to address problems of isolation and lack of access to services among isolated younger men and women. This led to two projects: The Social Café at Christ Church, which has subsequently won a national award for church-based community work, and a Food Bank, housed in spare rooms at IKON church, and staffed by volunteers mainly from Christ Church. Both have continued successfully to date.

Over the years, the original model for the Food Bank, solely based on referral from third parties, has become less acceptable, and new opportunities have arisen to develop access for the wider community to 'rescue' food, which can be made available in the poorest communities at very low cost.

The retirement in 2022 of the leaders of the Food Bank has given the team at the Food Bank, supported by the Ministers at Christ Church and IKON, the opportunity to re-think the Food Bank model, along the lines now being promoted by FairShare and other agencies in the business of access to cheaper food for the most disadvantaged. The two rooms at the back and in the basement of IKON are not appropriate and present many barriers to entry. It is not publicly visible, and there are real issues on the appropriateness of the venue. IKON is not interested in making its street front available, and so the Food Bank has been seeking publicly appropriate premises. After local research it concluded it cannot afford commercial rent, and does not want to create a Community Shop which is unsustainable in the long term.

The Project

Having determined that a commercial shop-front was not viable because of high rents, the project has been sponsored by the local Council of Churches, to move the Food Bank and create a Community Shop and Community Café in charitable premises. The premises best suited to this, and best located to facilitate this, are at The Stocksbridge Christian Centre in the heart of the social housing in the area. The Food Bank has held detailed discussions with the Church, and had full and frank conversations about what would be necessary to allow the Food Bank to move in. The Church has also had its own discussions about the benefits in making this serious step a statement of the church being on the side of the poor.

The local community has always known The Christian Centre to be a place of faith, worship and service, committed to its surrounding community. The church is right at the heart of the community that will most benefit from this service. They are already engaged in community activities which would benefit from having the new Community Shop as part of their offer to the community. The project would help the community to see the church as are being "on their side". Their location is brilliant: between two schools, near three more, next to the local shops opposite, on a busy road with lots of parents walking and driving past, bus stop outside, restful garden, car park, space to develop. They have other activities which could sit alongside the Community Shop, and both would benefit, and people would have a greater possibility of improving their social networks and support.



The Worship Space is the left hand building on the lower level, and this would be converted to a multi-use faith/community use space. The Church Hall is at the right, where the Community Shop and Cafe would go. There is another wider door at the extreme right (not visible) where the main new glass door to the Community Shop and Café would be branded as “Stocksbridge Community Shop and Cafe”.

There is a bus stop outside the building and five schools within walking distance, with a high daily footfall of parents past the church, a busy pub next door, and a row of local shops opposite.

The expectation is that the new Community Shop and Food Bank service will work alongside the church and with other activities, including the existing Social Café at the Church, to make the premises more open to the community; in the words of the Sheffield City Council Lead Officer for the Local Area Panel, “to create a community hub in the most disadvantaged part of the Upper Don Valley.”

The proposal is that the Food Bank will be given a licence to use the Church hall, kitchen and toilets, on the upper level, and to make some improvements to the premises to make this possible. Essentially this means making the worship space capable of being used as a multi-purpose space, inserting a new kitchen to serve the newly created multi-use space, and sharing use of part of the hall.

The Food Bank knows that it must find the funding to make this happen, though the package of activity also includes making improvements to the rest of the building to accommodate the existing church activities. When looking at the details it is hard to say ‘this is a cost to the Food Bank’ and ‘this is a cost to the Church.’

In fact the hosting of the Food Bank depends on the changes to the Church being made. The Church will benefit from the changes in having a better and more compliant, usable and accessible set of premises. Funding will be sought from both the network of funders who will support the Food Bank transition, and from the various denominational funds that will support the development of multi-use buildings and community engagement. This document sets out the scheme as a unified project accepting grant aid from various sources. This paper is written for the information of the Sheffield Methodist District as an outline statement of our plans. Final agreements between the Church and Food Bank will only happen once both sides are content the new arrangements are adequate to their needs, and funded, and approved by the relevant authorities.

We have already received initial outline approval to work on the development of the detailed plans, and were delighted to be given an indication in principle of overall support for the project, subject to final approvals, from the Circuit and the District prior to a formal application through the Consents Process and the Circuit and District systems.

The Food Bank has a formal Development Team with a sub-committee of the Church Council.

Building proposals

The building is currently severely compromised by the fact over two generations it was built on two levels and the lower level has no access or toilets or catering.

In principle there are two main areas of development:

1. The **Church needs to modernise its premises to be accessible and compliant**, and to enable multiple events to happen simultaneously for the Community Hub to be viable. To do this it needs a new accessible lobby allowing community transport and disability vehicles to access. It needs accessible toilets on the church/multi-use level of the premises. It needs fire exits from the same area. It needs to address heat loss through its four main ceilings with improved and lowered ceiling panels. It needs a space where parents and young children can meet safely indoors and out. It needs security fencing to reduce petty vandalism and remove the occasional drug-dealing in its car park.
2. The **Church needs to release the hall to the Food Bank** (not all for all the time), and to do this it needs to move most of the existing activities in the hall to the worship space. To do that, the worship space needs to have a new kitchen installed on that level to serve the worship area. It needs new accessible toilets on the Food Bank level, and a meeting room re-claimed and a store room built.

We recognise that this would entail a major change in the way in which the building is used. These are initial ideas and plans. The two parties have had detailed discussions and the version of the plans prepared for the planners is included later in this proposal.

We would **make the main church space into a multi-purpose space**, while protecting the sanctuary space within it. The Lunch Club would move to the church space, and **we would install a new catering kitchen in the meeting room next to the church room**, with a new hatch into the church room. We would install a new induction oven and hob so that we are free from gas in the long run. The Church room would also be used for the Friday youth group, and other large meetings/events that now use the hall. We would build a new **level access lobby**, put two **accessible toilets at the back of church** on the church level, because at the moment there is not a toilet or a fire exit on that floor that does not go either up-stairs or through the kitchen, which might be a danger. We would landscape round the church to assist this and make it accessible to the minibuses. The Church wants to replace the existing chairs with new proper cushioned nice chairs that stack so there can be more flexibility in the use of the room.

On the hall side, we would put a **glass door where the blue door is now**, with a security shutter.

We would to put a **dividing wall, with glass doors, across the middle of the hall**, so that the shop is at one half of the hall, and a coffee spot is at the other side. We would use the **coffee counter with a coffee machine** in that coffee space, and perhaps have one or two outside seats outside or in the new sensory garden as a safe place for parents and children when the food bank and coffee shop are open.

The shop side would not be available at other times for use, but the coffee side would be available to the church for meetings etc..

We would **build a brick storeroom that matches the existing building** at the back of the hall. We could make that another room such that if the Food Bank ever left it could be an additional room for the church. This would also **create a safe play space** for the existing children's work in the grassy area at the rear. The storage would release an internal room for a meeting room. The opportunity to start some work with young families is being discussed and the creation of a potential **safe grassy protected space** at the back of the property clear. This would be part of the existing sensory garden that exists, use some of the tarmac space for hard toys, and be contained within the fencing which is necessary to prevent vandal access, and prevent drug dealing in the car park. We plan to insert a conservatory style wall and door along two sides of some of this space, backing on to two existing walls, to make a **safe family play room**. Security is an issue and we would need **security fencing** round part of the property, and **install security equipment as necessary**.

How much would this cost?

We have recruited one of the best builders in Stocksbridge to work as part of our Advisory Team to work through the drawings and indicate his assessment of how much this work would cost. An initial estimate is set out on a following page. A more detailed set of costs will be available in early November.

Who would pay for this?

This is a lot of money, and the Food Bank will have to raise nearly all, but it will do so in partnership with the church where appropriate. However, this is a project which has a lot of support, and some offers of support have already been given from local and regional bodies. We are confident we can raise the amount required and already have confirmed offers and paid grants in excess of £60,000.

In principal we are not asking The Christian Centre to pay for all of this. It would be helpful, though, if the Church were prepared to put a small amount in (perhaps a third of their reserves) so that funders can see the Church is prepared to support it financially, and £10,000 has been included in the table.. The Food Bank will also be putting a £10,000 of its current reserves towards the project.

The Food Bank will seek grants from a range of sources:

- the Methodist Church at circuit, district and national levels
- other interested denominations (The Christian Centre is a Methodist/Anglican LEP)
- funders that support the adaptation and multi-use of churches
- Stocksbridge and Sheffield Councils
- Funders who are supportive of Food Bank provision
- The National Lottery, local and other charities

Some of these have already agreed that they want to help fund the future community shop. They are waiting for us to put an agreed funded plan to them. Also:

- FareShare have agreed to accept us for the regional delivery service;
- The Co-op has agreed to accept us for their Community Fridge service, and provide shelving;
- The Plunkett Foundation has agreed to support the venture. It has provided paid expert support on governance and the development of a governing document, and is supporting and paying for our application to the Financial Conduct Authority for a Community Benefit Society which will give us charitable status;

- Plunkett has given us a development grant of £6,553 to pay for a local consultation in the community and help with the initial fees for the architect to develop the plans;
- Plunkett will then follow with paid time from another expert in business planning;
- Plunkett will support us in the fund-raising process, particularly for church conversion to multi-use;
- The CEO of the South Yorkshire Funding Bureau has reviewed our funding strategy and is very supportive and has offered the full support of the SYFB in our applications;
- The Sheffield City Council has asked us to submit a bid for £20,000 towards the cost of the kitchen to support their Food Poverty strategy.
- Local companies have already started to contribute to a corporate sponsorship offer and local individuals are lining up to make a regular monthly £10 gift aided payment as sponsors.

When could this happen?

It could happen in stages that follow each other promptly.

1. We would have to install the kitchen and hatch, the new porch entrance, and other changes to make the church space into a fully multi-use space, while preserving the sanctuary.
2. Then make the changes in the hall that enable the food shop with coffee point to open.
3. Lastly we would build the store room.

Each stage would have to be fully funded before we start it. It will take until early 2023 to gain sufficient funding. In the meantime we are working with an architect and the Planning Department and a local builder to design and cost the plans and seek approvals, with the support of the local town council and relevant councillors. This might mean that we could move the Food Bank into The Christian Centre mid 2023. We could use residual store at IKON until the store room is completed.

Development Timetable

The Development Timetable starts from when Food Matters took on the running of the existing Food Bank, and continues through to the Operational Phase.

Start	Activity	Responsible	Status
2022			
January	Listen to the Food Bank former managers and existing volunteers to reflect on future possibilities	Chair	Complete
January	Draft Food Matters proposal and consult key individuals for their approval to go public with the proposals	Chair and one Trustee	Complete
February	Consult with a ranges of local bodies and individuals	Chair	Complete
March	Obtain Sponsorship of the Project from 'Churches Together in Stocksbridge and District'	Chair	Complete
March	Obtain sponsorship from The Sheldon Fund to enable development work to start. £7,000 granted		

March	Present plans to the Stocksbridge Town Council and obtain their 'in principle' approval, pending later request for funding.	Chair and one Trustee	Complete
April	Publicise the continuance of the existing Food Bank and the plans for a new Food Matters with shop and café alongside the Food Bank in a new location	Chair	Complete
April	Consult South Yorkshire Funding Advice Bureau, and obtain support from Chief Executive for producing funding applications	Chair and CEO of SYFAB	Complete
April	Consult Sheffield City Council Area Planning Officers and obtain their support for the plans	Chair and Policy lead	Complete
April	Consult Sheffield City Council Property Advisor on potential locations	Chair and Advisor	Complete
May	Recruit and induct new volunteers for existing service	Chair and Co-ordinator	Complete
May	Liaise with supermarkets to continue supply from customer donation boxes	Chair and one volunteer	Complete
May	Communicate updated arrangements with referral agencies	Chair	Complete
May	Communicate updated arrangements with Schools and Churches, and request ongoing support	Chair	Complete
June	Pick up running of existing Food Bank and continue to Operational Phase	Existing and new volunteers and co-ordinator	Active
June	Advise Sheffield Public Health of existing and future plans and register the service	Chair	Complete
June	Arrange public and volunteer and employer insurance for the existing arrangements	Chair	Complete
June	Apply for FareShare; agreed September. operational planned December 2022.	Chair	Complete
June	Apply for Food Works	Chair	Active
June	Seek permission from Methodist District to approach the Christian Centre with proposal to move there	Chair and District Chair	Complete
July	Invite volunteers to create a new Development Team and an Advisory Team	Chair	Complete
July	Consult volunteers on operational arrangements and policies and publish draft Operational Manual	Chair and volunteers	Active
July	Consult with the Christian Centre and obtain their agreement to negotiate the changes and arrangements that would be necessary to enable agreement	Chair and Christian Centre Church Council	Complete
July	Apply to Plunkett Foundation for development support. £6,500 granted	Chair	Complete
July	Appoint local architect and produce first 'discussion draft' of the required alterations to Cedar Road	Chair and Architect	Complete
July	Invite four volunteers to be 'First Trustees' for bank account and constitution	Chair	Complete
August	Negotiate accountancy services for book-keeping, reporting and annual accounts and payroll	Chair and Hirst Ltd	Complete
August	Consult with assigned adviser from Plunkett on form of governance, governance document and draft document for submission to the Financial Control Authority	Chair and Plunkett Development Adviser and Plunkett Legal Adviser.	Complete
August	Consult with the Christian Centre on draft plans	Chair, Architect and Church Council team	Complete

August	Consult with Sheffield Methodist Circuit over proposed changes to the building and proposed Food Matters move, and obtain their overall approval, subject to later funding request and planning permission	Chair and Circuit Officers	Complete
August	Consult with Sheffield Methodist District over proposed changes to the building and proposed Food Matters move, and obtain their overall approval, subject to later funding request and planning permission	Chair and District Officers	Complete
August	Draft Funding Strategy	Chair	Complete
August	Request bank account. Completed September	Chair	Complete
September	Consult and agree with Stocksbridge Park Steels, the local football team to be one of their match-day sponsors, in return for cash and donations and publicity.	Chair	Complete
September	Conduct a public consultation over 2 weeks at the Library and the Leisure Centre and over two days at the proposed location on Cedar Road	Chair and volunteers	Complete
September	Consult with the Church of England Parish Council and seek its approval and guidance on consultation with the Church of England	Chair	Complete
October	Consult Church Council team on their detailed response to the discussion plans and advise architect of required amendments	Chair and Architect and Church Council Team	Complete
October	Submit Constitution to FCA via Plunkett	Chair and Plunkett	Active
October	Consult in London with the Church of England National Policy Advisor on Community and Sustainability, and obtain his advice for the plans.	Chair and Policy Advisor	Complete
October	Consult with Associate Area Dean and Archdeacon of the Sheffield Diocese and obtain their support for the plans, and arrange future written support from the Diocese	Chair and Area Dean and Archdeacon	Complete
October	Apply for Community Fridge from the Co-op/Hubbub	Chair	Active
October	Obtain building costs estimate from approved local builder/QS	Builder	Complete
November	Agree with the Christian Centre Church Council that the amended architect designs are suitable for submission to Sheffield Planning Department	Chair and architect and Church Council	Complete
November	Submit plans to SCC Planning Department	Architect	Complete
November	Start Sponsorship programme for individuals and corporate sponsors	Sponsorship Secretary	Not Started
November	Commence submitting funding applications to major funders, including the proposal, the Business Plan, the architect's drawings and the cost plan: All Churches Trust, Lottery, Methodist Circuit and District, Garfield Weston	Chair	Not started
November	Commence submitting funding applications to other and smaller trusts	Chair	Not started
November	Seek formal approval of the Sheffield Methodist Circuit and submit grant request	Chair	Not started
November	Seek formal approval of the Sheffield Methodist District and submit grant request	Chair	Not started
November	Consult with Church Council on commencement of joint working for Warm Spaces at Cedar Road	Chair and Church Council	Not started

December	Invite new volunteer offers from consultation to a meet and share to discuss plans and arrangements	Chair and volunteers	Not started
December	Prepare for Community Fridge; operational January 2023	Church Council	Not started
2023			
January	Negotiate with Planners	Architect and Chair	Not started
January	Issue requests to quote to builders	Architect	Not started
February	Obtain Planning Permission	Architect	Not started
February	Obtain quotes from builders	Chair and Architect	Not started
April	Assess quotes and select contractor	Chair and Architect	Not started
May	Consult with Church Council and agree that the plans and building quotes are acceptable, and subject to funding can proceed in phases as far as possible.	Chair and Church Council	Not started
June	Commence building as soon as funding allows	Contractor	Not Started
June	Start recruitment of Co-ordinator	Development Team	Not Started
June	Select cash systems/register/computer for use in the shop and café, to provide accounting outputs	Development Team	Not Started
June	Agree fitting out of shop with supermarket services	Chair	Not started
July	Volunteer training	Volunteers	Not started
September	Publicity campaign	Volunteers	Not Started
September	Complete building	Contractor	Not Started
October	Move Food Matters in to Cedar Road	Volunteers	Not Started
October	Sponsors presentation at Food Matters	Volunteers	Not started
October	Public ceremony to open Food Matters	Food Matters	Not Started
October	Commence full operation	Volunteers	Not Started

Journey

Changing times

The existing Food Bank was set up some years ago after collaborative conversations among the churches and the town about the need for a Food Bank in Sheffield. It was given a home by The Hub Church, now IKON, which is where it has operated to this day.

There has been a long-term committed small band of volunteers, from the churches, led for most of that time by Ronnie and Ray Hawley, who have provided a service every week to people referred in need of food. Ronnie has now decided to retire at the end of May 2022, and so as the churches today we are thinking how the future of the Food Bank might be continued in a new way.

Ronnie and Ray have also built up an amazing Donor Base across the community, involving churches, community groups, companies, charities and individuals. This is an equally important development; the Donor Base is a 'good' in terms of the food that is donated, but it is perhaps equally important as a 'good' in itself. It has created a collection of organisations and individuals committed to responding to the food needs of families and individuals under pressure; a genuine community response to their need.

Now is the time to think strategically about how we can move forward over the coming years. We may see a higher need for support for families with increased costs of living and declining incomes. It has given us a chance to think with a blank sheet of paper, about how we would like to move forward.

We had a vision of a shop front in the centre of Stocksbridge, open to all, where the following core services could be available, (subject to consideration during the development phase), but after initial discussions with landlords we realised that a sustainable business plan could not cope with £20,000 annual rent. We have now had very constructive negotiations with the Stocksbridge Christian Centre, at the heart of the small shopping precinct within the 1960's social housing estates.

Stakeholders

Feedback from organisational consultations:

- The Stocksbridge and District Council of Churches and individual churches were unanimous in their support for the new proposals.
- The Stocksbridge Town Council and individual Councillors were very positive and encouraging. One question asked if it would be clear you did not have to go into a church so that it was inclusive. Our response was that the signage would be very clear on this. At the end of the meeting every councillor asked for a sponsorship form and the Mayor asked us to submit a funding bid.
- Officers and individual members of the Sheffield City Council. The officer for the Local Area Plan and the Food Policy has been very supportive. He has visited us twice. He has asked us to submit a request for £20,000 towards the new kitchen.
- Representatives of local supermarkets. Each of our supplying supermarkets has been very positive and helpful. Tesco invited us in for a meeting. Co-op is helping us with physical support, shelving and grant.

- The Stocksbridge Townswomen's Guild. Asked to hear the plans and discuss them. A very positive meeting full of the right questions, led to a £50 gift from the meeting.
- Citizen's Advice Bureau is very aware of the former pivotal role it played in referrals. It has now decided to return to Stocksbridge and embed its worker in the Food Bank.
- Schools. Individual conversations and written communications have ranged from "Here is the Harvest" to "can we put something in our magazine. Very helpful.
- Housing Department Officers in Stocksbridge, who are faced with lots of requests for referrals, are very positive about continuing to do that, and very helpful in the way they receive nervous clients.
- Doctors' Surgeries and Social Prescriber. The social prescribers will continue to act as a referral route and support their patients in using the services. Sometimes they collect for clients.
- The worker who supports carers has offered to be an intermediary, and Health visitors have asked if they can step up referrals.
- We have consulted with the Methodist District and Circuit, and the Sheffield Anglican Diocese, who have all offered their support in progressing our plans.

Clients

The new Food Bank team started collecting feedback from clients in September. A one-page standard form was produced, which is used by a volunteer with a client at the end of a visit to the existing Food Bank. Participation in the feedback, or in any specific question, will be voluntary.

Early feedback is very positive. Comments are recorded such as "Very easy to find us", "very well welcomed", "completely satisfied their needs", "got food til we got our benefits", "nothing we could do better", "you were very helpful". Only one client recorded that we could not provide everything he needed.

Community

1. An article was published in the Local newspaper, as editorial, explaining what the consultation is about and inviting participation and The following week a copy of the Consultation invitation and questionnaire was posted through every letterbox in the Stocksbridge and Deepcar areas (6500) with the weekly free newspaper. The following week an advert was placed in the local newspaper which is a 'tear-out replica' of the questionnaire, inviting readers who cannot attend the physical events to complete the questionnaire and deposit at one of the list of venues which will accept it.
2. At the proposed new location, a public consultation was held on Friday 30th September, run by Food Bank volunteers, from 8.00-10.00 am, and 2.00 -4.00 pm, accessible to the parents leaving the local schools and Saturdays 1st October 10.00-12.00 am. This had a six panel printed display of the plans and ideas for the new Community Shop
3. A bi-fold display with a supply of questionnaire leaflets will be on display for two weeks in the Stocksbridge Library and the Stocksbridge Leisure Centre, for two weeks in each place.
4. Each client of the Food Bank was invited to complete a questionnaire.

Survey Feedback

The summary of the results from 203 responses is set out below.

46 of these people also responded with offers of help for the project.

Do you think it would be good to have a community shop	Yes	197 95%	No	5 2%	Doesn't matter	1 0%	95% said 'Good Idea'.
Would you use the Community Shop?	Yes	123 59%	No	25 12%	Maybe	54 26%	59%, (increasing to 85% with maybes) said they would use the shop.
Do you think it would be better not have to get a referral?	Yes	122 63%	No	26 13%	Don't mind	39 19%	63% said better without referral.
Would you prefer to choose for yourself what you take away?	Yes	152 73%	No	5 2%	Don't mind	38 18%	73% said prefer to choose their own food.
Would you use the Community Café?	Yes	123 59%	No	16 8%	Maybe	62 30%	59% (increasing to 89% with maybes) said they would use the café.
Please circle the times you think the shop should be open	Morn	155 75%	Aft	90 43%	-	-	75% said they would prefer mornings. (Some clearly chose both).
Would it be better for you if you could use it on a Saturday am?	Yes	75 36%	No	32 15%	Maybe	85 41%	36% (increasing to 77% with maybes) said it would be better if could use on Saturdays.

Team

The Church has a solid team on its Church Council.

The Project has an architect supporting its development plan, Tom Holland, who is a local architect.

Tom has also worked with us on the initial cost estimates contained in this application.

The Church has the services of the most respected local builder. Ben Burgin has agreed to provide voluntary support to the project, to act as its building costs/QA expertise. He is a currently practicing builder with a lot of work for people known to us. His cost analysis will be available to us in early November.

The church has the support of the Sheffield City Council Local Area Team Manager, who is supporting our liaison with the council.

The church has the support of Cllr Julie Grocutt, who is supporting us through statutory channels.

Prayer

The Church Prayer Group is praying for the proposals.

The proposals are endorsed by the Local Council of Churches, many of whose people are part of the project. Prayer has been shared there over the project,

Prayer has also been given at the Parish Church, and in the constituent churches, who have also committed funds.

Food Matters Development Team

The Church and Food Matters have set up a link team to manage the current negotiations over the developments.

The Food Bank has drawn together a team of committed volunteers to drive forward the development up to the start date.

After the start date the Food Matters Management Team would take over. So some overlap between these two groups will be helpful.

The initial Development Team is set out below.

Each topic is not be solely the work of one individual, but each topic needs a lead, with collaboration from other members of the team

<i>Role</i>	<i>Organisation</i>	<i>Person</i>
Strategy	Food Bank (IKON Pastor)	Ben Lloyd
Strategy	Food Bank (Christ Church) (Chair)	Ian Lucraft
Voluntary Coordinator	Stocksbridge Food Bank	Martin Price
Secretary and records	Food Bank Volunteer	Liz Lucas

Local population	Stocksbridge etc., TARA	Beryl Sharpe
Fund raising	Christ Church Stocksbridge	Ian Lucraft
Sponsorship Scheme	Christ Church Stocksbridge	Freya Nepal
Treasurer and Accounts	Hirst Accountants	Pete Hirst
Marketing		Tba
Web and social media		Tba
Keeping Well	Stocksbridge Leisure Centre	Luke Denton
Health policy	Retired Director of Public Health	Dr John Cornell
Volunteer Tuesday	Stocksbridge Food Bank	Helen Gregory
Volunteer Tuesday	Stocksbridge Food Bank	David Beatson
Volunteer Thursday	Stocksbridge Food Bank	Sue Birch
Volunteer Thursday	Stocksbridge Food Bank	Liz Lucas

Food Matters Advisory Team

We need access to specific skills or knowledge, particularly during the development phase, but to some extent once in operation.

We know that there will be times when we have to pay for external support, but we hope that we can create a body of supportive specialists will provide some pro bono help to us in their specific areas of expertise.

We would need to discuss what support would be possible in each case.

The current people have agreed to help with these areas of expertise.

<i>Area of Expertise</i>	<i>Company or organisation</i>	<i>Person</i>
Civic	Stocksbridge Town Council	Clr Julie Grocutt
Local Area Plan	Sheffield City Council	David Luke
Legal	Voluntary Action Sheffield	Elaine Davies
Property and Retail	Sheffield City Council	Roger Smith
Financial	Hirst Accountants	Peter Hirst
Sponsorship Scheme		Freya Nepal
Food Bank Network	Parson Cross Initiative	Nick Waterfield
Local Primary Care	Social Prescriber	Luke Denton/Katie Travis/Lee Hible
Grant Funding	South Yorkshire Funding Advice Bureau	Karen Walke
Architect	TF Architects	Tom Faulkener
Supermarkets	Stocksbridge Co-op	Alex Archer
Schools Programme	Stocksbridge Infants School	? Ashley McGhee
Premises refurbishment	Local Builder/ QS	Ben Burgin
Environmental Programme	Aid Alliance	Emily Aitchison

Governance Arrangements

Choice of body

The Food Bank Development Team took advice from the CEO of the South Yorkshire Funding Advice Bureau and from the specialist adviser provided to us by the Plunkett Foundation. After reviewing three options we decided to choose the status of a Community Benefit Society (CBS), registered with the Financial Conduct Authority. This gives us the best balance of community organisation, commercial operation, legal protection, membership options, charity acceptability, and it includes an asset lock.

Plunkett supported us in the completion of the documentation, with a pre-agreed draft form of words, the completion of our own specifics and the submission. We await the registration.

A draft copy as submitted is available on request.

Membership Arrangements

This form of body encourages people to become 'members' of the society. This is consistent with our overall objective that Food Matters should engage with the whole town to address issue of food policy and use, and find ways to work together on these issues.

The members, who will each have one vote at the annual meeting will be:

- all those individuals who take out a regular £10 per month donation to the society through the sponsorship scheme
- all those organisations who choose to become regular corporate sponsors
- all those individuals who take out an annual £5 'membership' to enable them to use the Community Shop
- all those who regularly volunteer within the society.

Management Arrangements

The Management Committee (up to 12) will be formed mainly (at least three quarters) of members elected by the membership. The remainder may be co-opted by the Management Committee.

The Management Committee may determine distinct constituencies of interest, for example volunteers, sponsoring organisations, corporate sponsors, external stakeholders, and each constituency may elect one of its members to a seat on the Management Committee.

The Management may indicate which of its members it would value on the Management Committee by virtue of their specific office or service to the society.

Banking

The society has set up a business banking account with Lloyds Bank plc. Existing monies in three locations have been transferred into it. The Society intends to open a second account for temporary use as a Development Fund to receive restricted grant payments and disburse development costs.

Accountancy

The society has agreed terms for book-keeping, monthly management reports, annual inspected accounts and payroll with a local company, Hirst Accountancy Services Ltd., at a cost equal to a third of its commercial rates. As far as possible transactions, recording and reporting will be online.

Risks and Responses

In respect of the current Church position:

There is a medium-sized congregation and network, but there is an age demographic that is similar to many others.

The church was planted in the heart of the social housing community and retains that immediacy and relationship with the community it serves. Almost every member or community roll friend lives within walking distance.

The congregational members are very committed and carry out much work, above their size, in the church, the Council of Churches, and other related community activities.

However there are some younger people who are very active in youth work and this is being supported and developed, with some fresh ideas on the stocks.

The Church's finances are modest, with cash and reserves of around £30,000. However they have a positive cash-flow and a will to extend the use of the premises compatible with their mission objectives.

The church premises are in good condition. There are no significant outstanding items from the recent Quinquennial report. This project will resolve some of the issues of access and services, which are no longer good enough for open church and community work.

The viability of the church long-term depends on it taking some positive action to become more engaged and make partnerships with more organisations with which it can work in tandem. Through these relationships the footfall and working partnerships will increase significantly, and local people will find the church is on their side.

The risks set out below are for the Food Bank Operations

Risk	Amelioration	Risk level	Status
The project is not sustainable in the long-term	The development costs have been isolated from the future operational costs. A principle of the project is that the operational phase must be sustainable without recourse to grants. We are setting up the sponsorship scheme to ensure we have enough cash for core costs. Our pricing structure will be careful to return funds to the ongoing operation.	Low	Ongoing

The Planners do not agree the plans to such a degree that adjustment of the plans is not possible	The scheme will review how it can use the Christian Centre without the alterations, and propose alternative ways of working to the Church	Low	Ongoing
Sufficient funds are not raised in time to give consent to building work to start	The scheme will be put on hold, amended delivery arrangements worked out and a decision about viability in the near future is made	Medium	Ongoing
Sufficient funds are not raised to enable any adjusted scheme	The Development Team will review its options, seek extensions from funders and seek further funds if possible. If not possible then another location will be sought	Medium	Ongoing
Building costs escalate during the building phase	Care will be taken to cost the building tightly, using a local expert, obtain three specific quotes, timetable the work tightly and agreements on costs set out with the builder before contract. A contingency element of 10% of the building costs will be built in to the funding scheme.	Medium	Ongoing
Unforeseen costs arise	A contingency element of 10% of the building costs will be built in to the funding scheme.	Medium	Ongoing
The age profile of the volunteers leads to reduction in available staff	We will have an on-going recruitment programme. We have identified that we can attract people of good will. We will have a volunteer whose sole role is volunteer recruitment.	Low	Ongoing
Sufficient sponsorship is not raised to cover the ongoing cost of the co-ordinator during the initial operational phase	The Development Team will seek specific temporary funding for the co-ordinator while not setting this up as a long-term grant requirement.	Low	Ongoing
The project runs into hostility from local traders	We have consulted with one local trader and our explanation of our operation has not given them cause to be concerned. We are not a threat to them as we only recycle a random selection of rescued goods, and only on a very small scale	Low	Ongoing
The cost of living crisis results in a collapse in donations	We are already observing this. We will adjust the offer we make to individuals according to the produce we have. We will promote our needs through our sponsors network. We will seek out new sources.	Medium	Ongoing
The expected members will not come and use our service	We have consulted widely to check this and found a very high level of demand. We will promote the service through schools who are already working with us.	Low	Ongoing

	<p>We will always seek feedback on our performance and seek to understand our members' views and needs and adjust accordingly.</p> <p>We will keep our member and user charges as low as possible commensurate with the ongoing regular requirement for income.</p>		
The Chair of the Development Group will become incapacitated through illness or otherwise	There will be a programme of devolving tasks through the developing volunteer body and Management Team, beginning from the agreement of the Christian Centre to proceed and accelerating to complete the task by the time the operational phase begins.	Medium	On-going

Finances

Project costs

These are the estimated costs for the building alterations.

They are set out in sections:

1. Adaptations for the church to develop as a community hub
2. Adaptations to allow the Food Matters project to move in
3. General building development cost assigned to 1 or 2.

Project Area	Item	Estimate	Specific funder if relevant
Adapt church for community hub			
	Build new main lobby to church space lobby with accessible entry, accessible toilets a new rear fire door and some church storage	45,000	
	Screen provision for sanctuary area	5,000	
	Family Activities Room	32,000	
	Fencing and gates to protect external areas and children	8,000	
	New chairs for worship and community activities	11,000	
	New tables for community activities	4,000	
	Section total	105,000	
Adaptions for Food Bank			
	Install new kitchen and hatch for Lunch Club	30,000	SCC Local Area Plan (£20,000)
	Glass entrance door and shutter to Food Bank	3,500	
	Compliant doors and accesses (three)	6,000	
	Brick Store Room for Food Bank and shop	28,000	
	Room divider and glass doors	4,500	
	Security systems	3,000	
	Equipping Shop and café	6,000	Sheldon Fund (£7,000)
	Cash and computer systems	3,000	Stocksbridge Bridge Shop
	Signage and local advertising and volunteer development	5,000	Stocksbridge Town Council
	Section total	89,000	
General			
	Install suspended ceilings to church and hall for insulation and sound absorption	22,000	
	Alterations to existing services	5,000	
	Groundworks to improve access and landscaping	8,000	
	Planning	1,500	

	Architect	8,000	Plunkett Foundation (£6,553)
	Drainage provisions	6,000	
	Decorations	7,500	
	Fire alarm system	3,500	
	Contingencies	27,000	
	Section total	88,500	
	Total	282,500	

Project Funding

There are two foci for the grant request programme:

1. Alterations required to make the church compliant and support its wider vision of being a church at the heart of the community; the 'community hub' concept.
2. Alterations required to enable the Food Bank, Community Shop, Community Café and Citizen's Advice Bureau to move in and operate;

It is easy to see how some items of cost are directly attributable to one or other stream; there are others where it is mixed. Therefore we have tried to identify foci for the types of bodies to which we would make requests. This table sets out the bodies to which we have already made application, and those we intend to approach. It declares the purpose of each approach, the value requested, and the current status.

Obviously we cannot be assured which of these will be successful, so the total applications planned exceed requirements. We assure funders we will hand back unused grant.

The Circuit holds a modest amount of funds for development, and we are aware of the pressure on both the circuit and district funds.

However, we feel it is right to make a significant request to the District on four accounts:

1. This development of the Community Hub model will make a step change in the church's relationship with its community, and this is worth investing in to build on its existing relationship, and to enable it to find a new way of relating to its community, and secures its place for the foreseeable future.
2. The development of the Food Matters project is a major step forward in the work of the churches in Stocksbridge and its neighbourhood. We feel that this is a project which goes to the heart of the justice and peace issues of which the District is committed.
3. The building improvements bring a good building into modern compliance and ensure its availability to the church and the community going forward.
4. The achievement of the funding plan will be made much more possible if external funders can see that the local, circuit and district church is solidly behind the project, and values its objectives sufficiently to grant a significant percentage of the costs. If the District cannot provide a grant we will continue to try to achieve the objectives, but we would feel that we did not understand how these objectives were not congruent with the District's.

We are aware that our request is over the guidelines. But we think the project addresses three specific development gains.

Church Funding Bodies	Purpose of request	Amount	Date and Decision
Plunkett Foundation	Consultation and Architect costs	6,553	Paid
Sheffield Methodist Circuit	Building development grant of 15% of overall scheme	42,375	Notified and in process, pending formal submission and decision: Nov 22
Sheffield Methodist District	Building development grant of 15% of overall scheme	42,375	Notified and in process, pending formal submission and decision: Nov 22
Rank Trust	Building development grant of 10% of overall scheme	28,250	Notified, pending formal submission and decision: end of scheme
The Christian Centre	Building development grant of one third of its reserves	10,000	Agreed in principle
All Churches Trust	New toilets and accessible entrance	45,000	Application to be submitted by Nov 9
Jerusalem Trust	Provision of wrought iron church screen	5,000	Application in preparation
Beatrice Laing Trust	Building development	10,000	Application in preparation
Methodist Insurance Company	Security camera system and alarms	3,500	Application in preparation
Trustees for Methodist Church Purposes	Development grant		Application in preparation
Bernard Sunley	Development grant		Application in preparation
Clothworkers	Development grant		Application in preparation
Food Policy Funding bodies	Purpose of request	Request	Status
Garfield Weston	Food Bank Development	tba	Application in preparation
G C Gibson Charitable Trust	Food Bank Development	tba	Application in preparation
W H Southall Trust	Food Bank Development	tba	Application in preparation
Beaverbrook Foundation	Food Bank Development	tba	Application in preparation
Headley Trust	Food Bank Development	tba	Application in preparation
Benefact Trust	Food Bank Development	tba	Application in preparation

Community Development and local bodies	Purpose of request	Request	Status
The Sheldon Trust	Food Bank Development	7,000	Paid
The Food Bank Reserves	Food Bank Development	10,000	Paid
Penistone Runners	Food Bank Development	705	Paid
Sheffield City Council	Installation of new lunch club kitchen	20,000	Application invited by SCC : Jan 2023
The National Lottery	Premises development to create Community Hub and Food Bank space	50,000	Application in preparation
Sheffield Town Trust	Food Bank Development	5,000	Application in preparation: Jan 23
Talbot Trust	Food Bank Development	5,000	Application being considered: Nov 23
Stocksbridge Traders	Food Bank Development	850	Paid
Possible Landfill operator	Security and landscaping	8000	Application in preparation
Possible nursery provision grant	Play space for pre-school children	tba	Application in preparation
Stocksbridge Park Steels Football Club	Food Bank Development	1,500	Paid Christmas Collection 2021
Stocksbridge Park Steels Football Club	Food Bank Development	1,500	Christmas Collection 2022
Local Individuals' Donations already paid	Food Bank Development	4,080	Paid

Total cost of scheme £282,500

Total monies paid or agreed to the project BEFORE funding applications are started

£ 60,555

Total monies still to be raised

£221,945

Details correct at 29 October 2022.

The Food Bank now has its own bank account after depositing funds with three church and personal accounts of the past 8 years. The Food Bank is planning with its accountant to set up a Development Account to manage the funds and payments for this project. This will insulate the development costs from the running costs of both the church and the project.

Other Information

Church Accounts

The accounts for 2021 – 2022 are completed and submitted.

A copy of the summary is attached.

STOCKSBRIDGE CHRISTIAN CENTRE ACCOUNTS FOR YEAR 2021/2022

INCOME	£
Offerings	8,805.29
Lettings	776.00
Interest - Business Reserve	8.12
C.F.B.	45.05
Cornerstone Cafe	408.03
Fundraising: Coffee Mornings	665.36
Lunches	1,448.25
Others	2,017.33
Other Receipts	2,751.55
For External Organisations	790.60
Covenant Tax Recovered	
Total	17,535.58
Bank A/C B/F Current	20,292.89
Business Reserve	17,357.77
C.F.B.	10,771.85
Cash in Hand B/F	105.62
Total	66,063.71

Audited by:

EXPENDITURE	£
Assessments - Methodist	3,200.00
Anglican	400.00
Repairs and Maintenance	3,826.64
Utilities	3,588.21
Donations from Church Funds	
Cleaning	1,803.91
General	4,332.24
To external organisations	9,817.60
Total	26,968.60
Bank A/C C/F Current	10,546.12
Business Reserve	17,365.89
C.F.B.	10,816.90
Cash in Hand	366.20
Total	66,063.71

Date:

Bank Account

The church bank account details will be provided when required.

The Stocksbridge Christian Centre

Architect's Drawings

Please see following pages.

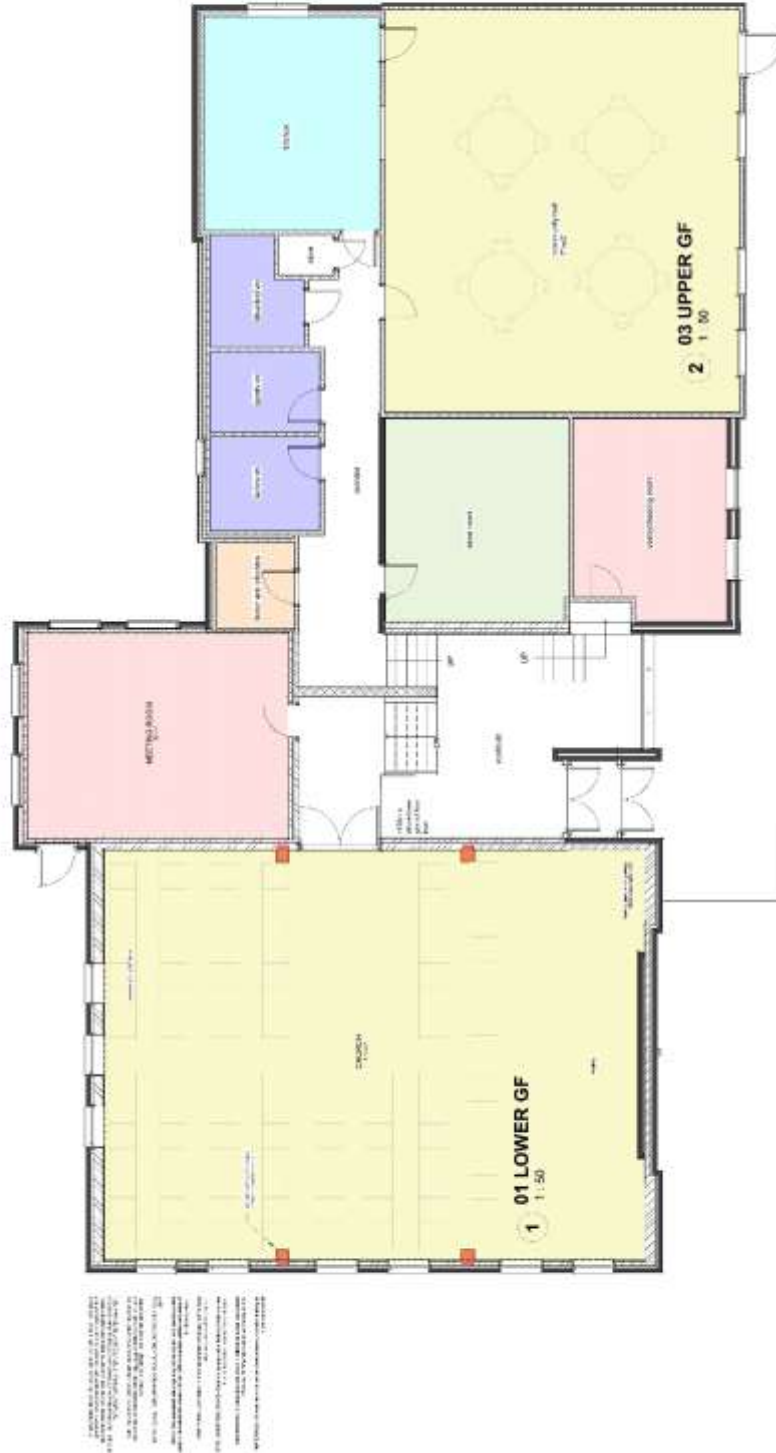
.pdfs are available

Property Consents Website

A project is going to be raised immediately



1 SITE PLAN
1 : 200



REAR EXTENSIONS AND INTERNAL RENOVATIONS

PROJECT
EXISTING FLOOR PLANS

CLIENT
CHRISTIAN CENTRE

ADDRESS
CEDAR ROAD
SHEFFIELD
S36

STAGE
PRE PLANNING

DRAWN BY
TOM FAULKNER
28 Shay House Lane, Sheffield, S36 1FD

PROJECT NUMBER
TF22005

Scale: 1:50 Date: 05/05/22
14/08/24

Revisions
1

Phone: 07900890022

Tom Faulkner
hd

