



COMMUNITY GRANTS FUND APPLICATION

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	Supporting vulnerable people in Shrewsbury through the redistribution of surplus fresh fruit and vegetables to benefit those most in need.	GRANT AMOUNT REQUESTED	£3000
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Contact Details

Q1 Name of organisation making application:

Shrewsbury Food Hub

Name of contact for this application

Title: Mr

First Name: Mike

Surname: Thompson

Position held in the organisation:

Contact Address, including full postcode:

Postcode:

Contact Telephone Number:

Email address:

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: (✓) Charity Registration Number: 1171092
Voluntary Organisation: ()
Company Limited by Guarantee: () Company Number
Other – Please specify:

Q3 When was your organisation established?

2016

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide.
If you are a new organisation, describe the services/activities you plan to provide.

Our organisation

Shrewsbury Food Hub is an environmental charity that rescues good surplus food redistributes it to 80 local charities and community groups. We operate seven days a week, collecting from 40 regular local suppliers.

Our vision is a community where no food is wasted. Our mission is to redistribute surplus food and to promote food waste reduction in Shropshire for environmental and social good.

How many members/users do we have

We have 170 volunteers, a small team of staff (6.5 full time equivalent), and we reach 3,300+ people a week. There is no subscription fee but we do ask people coming to our Foodshares to make a minimum donation of £2 for a bag of food and £1 for a frozen item to help cover some of our costs.

Our community partners include charities that support the homeless, mental health charities, day centres/clubs for the elderly, hospices, schools, youth clubs and food banks.

What are the usual activities/services we provide

We collect good surplus food leftover from supermarkets, manufacturers, and farms and redistribute it to 80 local charities and community groups. We operate seven days a week, collecting from 40 regular local suppliers.

We support 13 weekly community Foodshares where everyone is welcome to collect some surplus food to help stop food waste and stretch people's budgets in return for a modest donation of £2 per bag.

We also operate a Community Kitchen project that aims to equip communities around Shrewsbury with cooking skills to bring people together while preventing unnecessary food waste. The project uses surplus food collected by the Hub for group cooking classes and creates frozen meals that are redistributed to community groups.

Q5 If you are a subsidiary of a larger organisation, please state which one.

Shrewsbury Food Hub is standalone charity and not part of a larger organisation.

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy: Constitution

Q7 What is your primary source of funding?

Shrewsbury Food Hub raises income to fund a rolling 12-month budget with revenue raised from:

- statutory bodies such as The National Lottery, United Kingdom Shared Prosperity Fund (UKSPF), and local authorities (40%)
- grants from charitable trusts and foundations (29%)
- individual donations (major gifts, monthly direct debits, Big Give appeal, Gift Aid, crowd funding, and ad-hoc donations) (16%)
- community fundraising (volunteer led activities such as sponsored events, local corporate, community groups, and support from churches) (13%)
- other sources (2%)

This represents a healthy spread of income sources that can be built on with a priority on recurring income.

Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

- i. Try to be specific about what you will do and how you will do it.

What we will do

This grant will contribute to our Food Purchase Project. Shrewsbury Food Hub subscribes to FareShare Midlands which is a national group connecting large scale surplus food waste to smaller local distributors. We use the food from FareShare to provide a more nutritious and balanced offering to the most vulnerable in Shrewsbury.

How we will do it

We purchase surplus food collected by FareShare Midlands to increase the amount of food we have available to our local community, while still reducing food waste. Amazon Local collects 680 kg of food from Birmingham and delivers it to our depot free of charge. Our volunteers then sort and redistribute the food amongst our partner charities and community groups.

The additional fruit and vegetables purchased from FareShare Midlands is redistributed to:

- Severn Hospice
 - School breakfast clubs (for example: Senco breakfast club at Belvidere secondary school, Wilfred Owen School, Greenacres Primary School, Grange Primary School)
 - Youth clubs (for example: Shrewsbury First Scout Group, Shropshire Youth Association, Grange Youth Club, Loppington Youth Club)
 - Coffee mornings/lunch clubs for the elderly (for example: Harlescott Community Hub/Church Warm Space, St Peters Warm Space)
 - The Shrewsbury Ark
 - Mental health charities (for example: Headway, Mencap Shrewsbury Social Club, Shropshire Mental Health Support)
 - Shropshire Supports Refugees
 - Shropshire Domestic Abuse Service
 - Shropshire Reset Team
 - Shrewsbury Food Bank Plus, Barnabas
 - Local community Foodshares
- ii. Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

How we have identified the need

Feedback from our local community partners and Foodshares confirms the pressure that the continuing cost-of-living crisis is putting on families. Our partner groups are struggling for resources and numbers attending Foodshares are increasing. Food price inflation over the past three years has been over 28% (Source: The Food Foundation).

One Foodshare facilitator stated: *“There is a huge need in our community. Long queues every Saturday, many regulars who rely on this food to survive. A hugely valuable resource appreciated by many.”*

Our membership of FareShare Midlands for another twelve months will allow us to purchase additional surplus items to increase the quantity and nutritional value of the mix we provide to our partner organisations. This helps to balance supply with demand.

Continuation funding

This grant request is continuation funding following successful grants awarded in 2019, 2023, and 2024.

iii. How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

4950

iv. Please indicate which of the key pillars of the Council's Vision are met and how:

Pillars	Met	How
Building Resilient Communities For Shrewsbury	✓	Reducing surplus food and its associated environmental impact. Community Kitchen project. Volunteer engagement with over 170 volunteers. Education and awareness
Supporting Shrewsbury Residents To Live Active And Healthy Lives Through The Provision Of Quality Services	✓	Our Community Kitchen project aims to equip communities around Shrewsbury with cooking skills to bring people together while preventing unnecessary food waste.
Preserving Shrewsbury's Heritage		
Creating A Greener And Better-connected Shrewsbury		
Maintaining A Sustainable, Resilient And Efficient Organisation	✓	Sustainability: Food waste reduction, circular economy model by redistributing food to community partner groups, and environmental education. Resilience: Volunteer-powered organisation with diverse partnerships, and flexibility in the way we operate. Efficiency: We use digital tools such as FareShare Go and Neighbourly to coordinate food pickups. We have close local relationships with supermarket suppliers. And all of our volunteers are trained in food safety ensuring the highest of standards.
Taking Positive Action To Tackle Climate Change	✓	Reducing Shrewsbury's carbon footprint created by food waste by saving 655 tonnes of CO2 equivalent.

Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

We measure success through the impact our activities have on both environmental and social values.

Performance metrics of environmental impact and value include:

- tonnes of food redistributed—in 2024/25, we rescued 250 tonnes of food that would have gone to waste
- tonnes of damaging carbon and greenhouse gases we save the planet—in 2024/25, we mitigated 665 tonnes of damaging greenhouse gases, the equivalent amount of carbon sequestered annually by 82,000 broadleaf trees!
- number of supermarkets and other suppliers we support with waste minimisation—in 2024/25, we increased our supply base to 73 suppliers, up from 60 the previous year

Performance metrics of social impact and value include:

- number of organisations we help who are supporting our community—in 2024/25 we supported 67 community groups and 13 Foodshares
- percentage saving of the food budgets of the community groups we distribute to—we save our community partners more than 40% of their food budgets
- number of meals the redistributed food provides the community—last year we shared enough food for 597,000 meals!
- number of volunteers involved—their commitment has a meaningful contribution to a better community—we have more than 170 volunteers who provided 17,000 hours of service last year
- positive feedback from the groups and community we support including our 8000+ followers on Facebook, 2200+ followers on X and 1,200+ followers on Instagram

Using data from our community partners, we estimate that our food reaches at least 3300 people a week. We do not expect the number of unique beneficiaries to increase overall, but that around 50% of beneficiaries will leave and be replaced by new ones during a year. Taking 3300 as the starting point, we calculate there will be 1650 new beneficiaries each year and therefore we estimate that we will reach 4950 in a year.

Health & Safety

Q10 What, if any, special safety issues are related to your project/activity?

Please provide the following information:

- i. What kind of insurance does your organisation have?

Public Liability £5m

Employers Liability £10m

Professional Liability £250,000

Management Liability £250,000

Entity Defence £25,000
Property Damage
Damage to Portable Property
Money and Personal Assault

ii. Do the leaders have the relevant qualifications and/or experience?

We are a volunteer-powered charity. Our Board of 9 trustees has diverse experience in senior roles in food industry/safety, environment/waste management/carbon reduction, technology, systems, accountancy, and organisational development across public, private, and voluntary sectors.

Many of them are also hands-on in supporting our day-to-day food redistribution work. Our small, hardworking paid team of 6.5 FTE train and support our 170+ volunteers, manage our relationships with food suppliers, provide support to our local community partners, and raise funds. Our whole team has a voice in helping to shape our charity priorities and strategic development.

iii. What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies.*

Shrewsbury Food Hub carries out appropriate DBS checks for all staff and volunteers liable to work with children and/or vulnerable adults.

Bribery and Corruption Policy
Bullying and Harassment Policy
Complaints Policy
Conflict of Interest Policy
Crisis Communications Policy
Data Retention Policy
Donor Privacy Policy
Environmental Policy
Equal Opportunities Policy
Equality, Diversity, and Inclusion Statement
Expenses Policy
Health and Safety Policy
Information Security Policy
Lone Working Policy
Privacy Policy
Reserves and Investment Policy
Risk Management Policy
Safeguarding Policy
Whistleblowing Policy

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
2019	Nutritious frozen food for Shrewsbury's community groups	£1116.40
2023	Nourishing our community as the cost of living continues to impact families	£1200
2024	Purchasing additional surplus fruit and vegetables to enable Shrewsbury Food Hub to provide a greater quantity of nutritious food to our community.	£1500
2025	Rosemary Dartnall local councillor grant	£305.08

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested £..... and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
FareShare Midlands Annual Membership Fee for 680 kg weekly collection (52 weeks of 680 kg produce)	£16,020
	£
	£
	£
	£
Total	£16,020
Project Income Please list how the project shall be funded	
UKSPF funding contribution towards food purchase	£4,250
The Lockwood Foundation	£5,000
Community Fundraising (Foodshares, donation tins, local events fundraising)	£3,770
	£

	£
What is the difference? This should be the same as the amount of Grant you are applying for	£3,000

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

We would reassess which of our community partners we will continue to work with and we will do all we can to source the additional funding needed to maintain the support we provide our community.

We are building on our success in community fundraising, deepening our connections with local businesses, and striving to increase the amount of income we raise from national trusts and foundations who share our social and environmental objectives.

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council?

Through our fundraising, we aim to ensure the financial resilience and sustainability of Shrewsbury Food Hub. All our fundraising activity is done by our own staff and volunteers with income raised through local fundraising activities, donations, corporate support, and charitable trusts and foundations.

We have identified a key objective of increasing the predictability of our income so that at least 50% is considered low risk by 2027 (current figure is 32%). To do this, we will be placing more emphasis on building a larger regular individual donor base and stewardship of existing funders.

Our Corporate packages enable us to build longer term partnerships with local businesses to provide more certainty on future income and support.

We are steadily increasing the amount of income we raise from trusts and foundations and last year appointed a dedicated Grants Fundraiser. We have a strong presence in our community and are also building relationships with more local businesses who share our environmental and social values.

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£237,056
Less Total Expenditure	£252,398
Loss	£15,342

Savings (Reserves)

£65,000

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please provide your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. **These people should not be related.**

Account name: [REDACTED]

Sort Code: [REDACTED] Account Number: [REDACTED]

Bank/building society name: [REDACTED]

Bank/building society address

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Who are the signatories and what position do they hold in your organisation?

1	Name	[REDACTED]	Position	Chair of Trustees
2	Name	[REDACTED]	Position	Treasurer
3	Name	[REDACTED]	Position	Secretary

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

We are a charity from a small town making a big impact. What we do helps our local community and the planet.

We need to build our fundraising efforts and develop a sustainable fundraising strategy to keep our wheels turning so that we can continue to support our community.

We do not underestimate the challenges that we face as the cost-of-living crisis continues, but we have a good track record for responding to a crisis. In just 8 years, we have created a network of welcoming local community Foodshares, fridges, and freezers that are accessible to all. We have won the trust of our community as well as the support of local organisations and businesses and regional and national funders.

We have also won many prestigious awards including multiple awards from the Mayors of Shrewsbury for the valuable contribution we make in supporting life in Shrewsbury, and the Queen's Award for Voluntary Service. Last year, our co-founders were awarded honorary Master's Degrees from the University of Chester for their part in setting up Shrewsbury Food Hub. Last month, our Food Hub Manager was presented with an award from Brian Welti, the High Sheriff of Shropshire.

We know that we can continue to rescue more surplus food for local social and environmental good.

Declarations

Q18 Declaration

Please give details of a senior member of your organisation.

For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Shrewsbury Food Hub:

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: Food Hub Manager

Title: [REDACTED]

First Name: [REDACTED]

Surname: [REDACTED]

Organisation address:

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Telephone: [REDACTED]

Signed



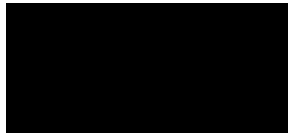
Date: 15 July 2025

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed:



Date: 15 July 2025

Checklist

1. Have you answered every question? ☒
2. Have all signatures been completed? ☒
3. Have you included a copy of your constitution? ☒
4. Have you included a copy of your most recent audited accounts? ☒
5. Please state any supporting documents you are submitting: ☒

Please return your completed application form to:

**Town Clerk
Shrewsbury Town Council
Livesey House
7 St John's Hill
Shrewsbury
SY1 1JD**

Telephone: 01743 281010
Email: Helen.ball@shrewsburytowncouncil.gov.uk