



# Trustees' Annual Report for the period

		Period start date		Period end date	
		1	April	2020	
<b>From</b>				<b>To</b>	
		31	March	2021	

## Section A Reference and administration details

**Charity name**

Lichfield Waterworks Trust

**Other names charity is known by**

**Registered charity number (if any)** 1160873

**Charity's principal address**

22 Walsall Road

Lichfield

Staffs

**Postcode**

**WS13 8AB**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Moore	Chairman		
2	Kate Shore-Kapsis	Secretary		
3	Philip Bowers	Health and Safety Officer		
4	Philip Mantom	Funding Officer		
5	Kate Gomez	Community Engagement Officer		
6	David Cross			
7	Gill Bellenie			
8	Robin Taylor			
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**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution of a Charitable Incorporated Organisation
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation with voting members other than its charity trustees
Trustee selection methods (eg. appointed by, elected by)	Election by the members at the AGM, appointment by serving trustees.

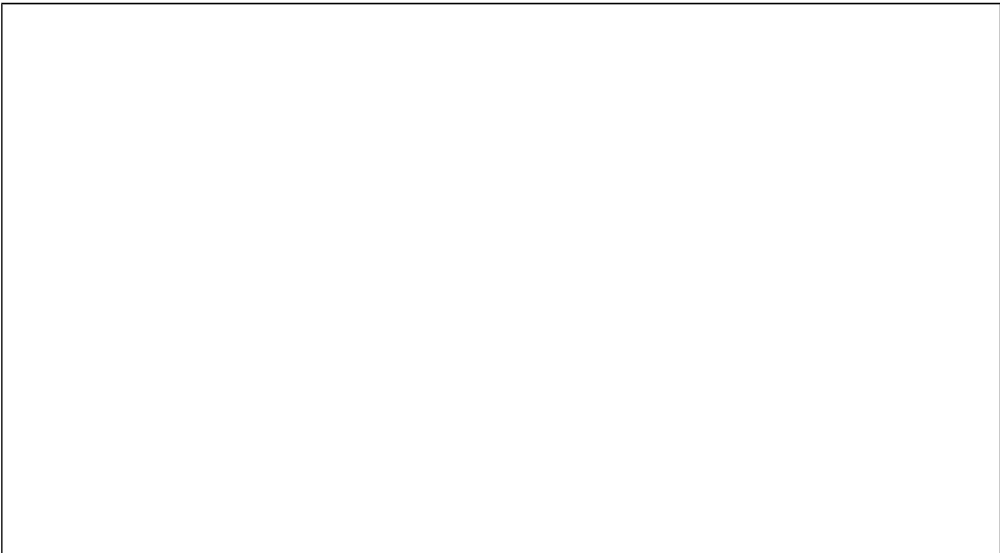
### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- ☐ policies and procedures adopted for the induction and training of trustees;
- ☐ the charity's organisational structure and any wider network with which the charity works;
- ☐ relationship with any related parties;
- ☐ trustees' consideration of

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major risks and the system and procedures to manage them.



Section C
Objectives and activities

<p><b>Summary of the objects of the charity set out in its governing document</b></p>	<p>To promote and preserve for the benefit of the public the 19<sup>th</sup> century Sandfields Pumping Station complex, Chesterfield Road, Lichfield, Staffs including its unique 1873 Cornish Beam Engine and associated infrastructure and to facilitate its safety, conservation, security and accessibility.</p>
<p><b>Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)</b></p>	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit.</p> <p>The main activities undertaken for the public benefit include: Cleaning, tidying and business planning for the site under licence from the owners</p> <p>Programme of refurbishment and maintenance of engine and building</p> <p>Providing tours of Sandfields Pumping Station for groups and individuals</p> <p>Providing written information about Sandfields Pumping Station for interested individuals in the form of a booklet.</p> <p>Point of contact and enquiries role for South Staffs Water Archives.</p> <p>Providing a venue for meetings for small community groups including U3A</p> <p>Negotiations with owners to acquire the site.</p> <p>Immediate closure of site in April 2020 due to Covid 19 pandemic restrictions.</p>

## Additional details of objectives and activities (Optional information)

Approximate 1200 Volunteer hours – this includes maintenance, refurbishment, planning meetings and community education.

You **may choose** to include further statements, where relevant, about:

- ☐ policy on grant making;
- ☐ policy programme related investment;
- ☐ contribution made by volunteers.

## Section D

## Achievements and performance

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### Summary of the main achievements of the charity during the year

Raising funds from donations and fundraising events  
Negotiations on the purchase of the site, from the current owners.  
Friday and Tuesday morning working parties cleaning, tidying, maintenance and business planning .  
Thursday morning archive cleaning and boxing up.  
Beam Engine refurbishment continuing.  
Raising awareness of the historic importance of the Sandfields site by talks, tours and interviews.  
Enabling use of building for theatrical performances and small group meetings  
Link to Dudley College continued.  
Membership of sister organisations: Association for Industrial Archaeology and European Route of Industrial Heritage.  
Risk assessments and procedures written to enable eventual safe access to site following Covid 19 restrictions.  
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Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F**

**Other optional information**

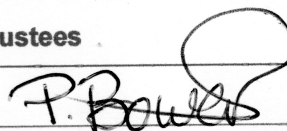
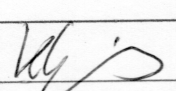
**Section G**

**Declaration**

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

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

PHILIP BOWERS KATY STORE-KAPRIS

Position (eg Secretary, Chair, etc)

HEALTH & SAFETY OFFICER SECRETARY

Date

13/12/2021

**LICHFIELD WATERWORKS TRUST**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE PERIOD 1ST APRIL 2020 TO 31ST MARCH 2021**



Bank Balance B/F	£2,351.23		
Cash in Hand B/F	£134.05		
Donations -		Miscellaneous	
Private	£1,887.74	Site Expenditure	£3,713.12
Virgin Money Giving	£1,447.81	Office Equipment	£350.00
Amazon Smile	£8.38	Insurance	
Other Events	£12.50	Annual Premium	£1,261.00
Fundraising -		Subscriptions	
Raffles at Meetings	£42.00	ERIH	£45.84
Honey Sales	£28.50	AIA	£45.00
Plant and Machinery Sales	£1,635.00	HTN	£50.00
Grants -		Assn of Ind Museums	£62.00
Lichfield City Council	£1,500.00	Donations	
Millenium Point Fund	£2,000.00	Talk	£30.00
The Community Foundation	£2,000.00	Training	
The Community Foundation	£500.00	On Line Events	£25.80
SCC County Fund	£1,000.00		
Other			
Persimmon Homes	£413.80		
		Bank Balance C/F - Unrestricted Funds	<b>£5,321.15</b>
		Restricted Funds	<b>£4,052.05</b>
		Cash in Hand C/F	<b>£5.05</b>
	<u>£14,961.01</u>		<u>£14,961.01</u>

Chris Pattison  
Treasurer  
9th April 2021

Chairman