



Trustees' Annual Report for the period

	Period start date			Period end date		
From	1	April	2021	To	31	March 2022

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

Sandfields Pumping Station

Chesterfield Road

Lichfield, Staffordshire

Postcode

WS14 0AA

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	Kate Shore-Kapsis	Chairman		
2				
3	Philip Bowers	Health and Safety Officer		
4	David Cross			
5	Gill Bellenie			
6	Robin Taylor			
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17				
18				
19				
20				

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.

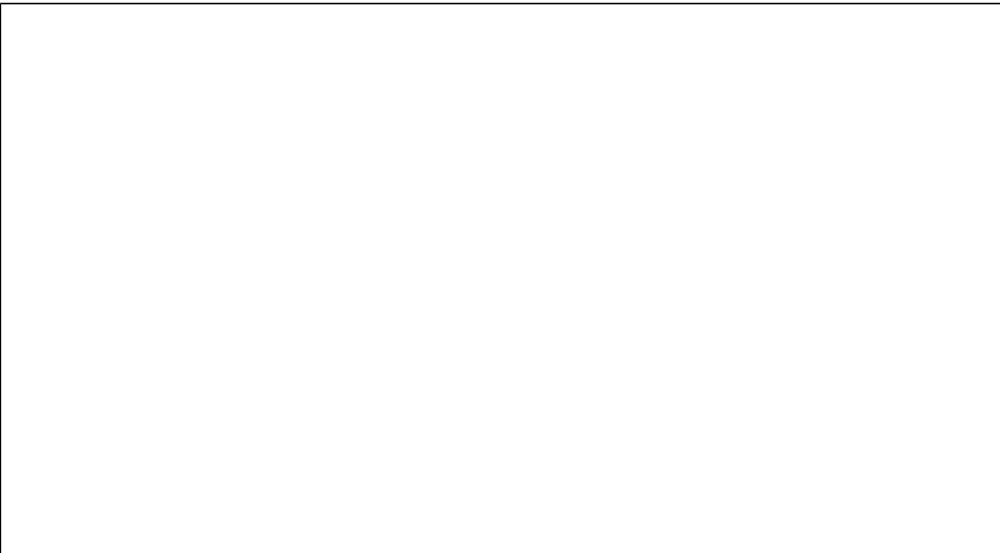
Additional governance issues (Optional information)

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 major risks and the system and procedures to manage

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them.



Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document	<p>To promote and preserve for the benefit of the public the 19th 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>
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)	<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>

Additional details of objectives and activities (Optional information)

3201 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

Summary of the main achievements of the charity during the year

Raising funds from donations and other events

Friday and Tuesday morning working parties cleaning, tidying, maintenance and business planning .

Beam Engine refurbishment continuing.

Researching and recording the lives of some of the people who worked at Sandfields and South Staffordshire Waterworks Co.

Monthly evening meetings to update members and supporters on progress and a speaker

Regular newsletter to update members on progress

Regular social media postings to keep interested supporters informed of work being carried out.

Updated website to provide more information to general public

Raising awareness of the historic importance of the Sandfields site by talks, tours and interviews.

Enabling use of building for community use including theatrical performances and small group meetings

Membership of sister organisations: Association for Industrial Archaeology and European Route of Industrial Heritage.

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

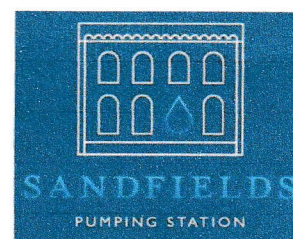
Signature(s)  

Full name(s) KATY SHORE-KAPSIIS PHILIP BOWERS

Position (eg Secretary, Chair, etc) CHAIRMAN TRUSTEE

Date 14/11/22

LICHFIELD WATERWORKS TRUST
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD 1ST APRIL 2021 TO 31ST MARCH 2022



Bank Balance B/F	£9,373.20		
Cash in Hand B/F	£5.05		
Donations -		Miscellaneous	
Private	£410.00	Site Expenditure	£12,565.56
At Outside Talks	£50.00	Social / Entertainment Events	£60.00
Virgin Money Giving	£423.31	Room Hire	£36.29
Other Events	£1,338.88		
		Insurance	
Fundraising -		Annual Premium	£1,368.32
Raffles at Meetings	£81.50	Subscriptions	
Honey Sales	£21.00	European Route to Industrial Archaeology	£21.49
Plant and Machinery Sales	£2,937.83	Association of Industrial Archaeology	£45.00
Amazon Smile	£30.64		
Lichfield Lottery	£440.00	Training	
Room Hire	£3,200.00	First Aid	£155.00
		Legal	
Grants -		Conveyancing Searches	£409.80
Lichfield City Council	£1,250.00		
Swinfen Broun	£829.76	Publicity	
		Domain Name Renewal	£97.46
Membership		Website	£95.98
Subscriptions	£223.10		
		Financial	
		Bank Charges	£16.60
		Accountancy	£669.60
		Bank Balance C/F - Unrestricted Funds	£3,204.34
		Restricted Funds	£1,462.55
		Cash in Hand C/F	£406.28
	<u>£20,614.27</u>		<u>£20,614.27</u>

Chris Pattison
Treasurer
9th April 2022

Signed -

Date -

Chairman

[Signature]
14/11/22