

Leicester City of Sanctuary
(Registered charity, number 1172819)
Financial statements
for the year ended 31 March 2024

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**Leicester City of Sanctuary
Trustees' annual report
for the year ended 31 March 2024**

Full name Leicester City of Sanctuary

Organisation type Charitable Incorporated Organisation

Registered charity number 1172819

Principal address

c/o The Bridge Offices, 43 Melton Street, Leicester, LE1 3NB

Trustees

Rev Peter Hobson, Chair

Anne Senior

Anabel Mwagalanyi

Peter Williamson, from 26/04/23

Jessamyn Helen Witthaus, from 26/04/23

Sherri Sau-Yee Wong Hearing, from 26/04/23

Noel Singh, Secretary

Sarah Jones

Danny Myers

Hagar Al-Katheri, until 28/10/23

Independent examiner

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

Governance and management

The charity is operated under the rules of its constitution adopted 02/05/2017.

New trustees can be co-opted during the year but names must be put to the AGM.

Objectives and activities

1. To advance the education of the public, especially in Leicester, Leicestershire and Rutland, about issues relating to refugees and to people seeking asylum or sanctuary.
2. To advance education and relieve poverty and financial hardship amongst refugees, people seeking sanctuary and people refused asylum in the UK, and their dependants, residing in Leicester, Leicestershire, or Rutland.
3. To provide facilities for training, recreation or other leisure time occupation with the object of improving the conditions of life of those persons who have need of such facilities.
4. The promotion of equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Leicester City of Sanctuary

Summary of the main activities undertaken for the public benefit

Our mission is to welcome asylum seekers and refugees in and around Leicester, and support them to rebuild their lives, develop their skills and feel part of the community.

We operate a weekly drop-in for Asylum Seekers, offer English and exercise classes, as well as providing easy access to other agencies which help our service users integrate to life in the UK successfully.

Supporting Asylum Seekers is a benefit to them, and they are members of the public, but beyond that we help people understand the journey Asylum Seekers have taken to the UK, and allow them to benefit from the cultural exchange that enriches everyone's lives.

Summary of the main achievements during the period

Leicester City of Sanctuary has run 1007 sessions for Asylum seekers over the 23/24 financial year, with almost 9000 attendances with over 700 individual asylum seekers interacting without service. We have continued to improve the lives and assist people seeking sanctuary through difficult financial and legislative conditions.

Financial review

Leicester City of Sanctuary ends the financial year in the positive, but has a net operating income of £-13,050. This outcome was forecast by the trustees in our budget - we understood that the last year would be more difficult!

Reserves policy

Leicester City of Sanctuary will aim to maintain sufficient reserves to:

- Cover approximately 3 months' costs for running the weekly drop in centre and other regular activities;
- Cover approximately 3 months' costs for the employment of two part time members of staff;
- Meet employment liabilities arising out of any voluntary or disciplinary termination of employment contracts.
- Maintain a small contingency fund to cover any unexpected drop in income from grants or contributions.

The trustees monitor the level of reserves in each category for the purposes of strategic planning.

Financial risk

As a small charity, we rely on a regular supply of grants and funding to continue to operate. These streams can be fragile, and their loss may result in a reduction in service.

Signed on behalf of the charity's trustees:

Signed _____ Date _____
Rev Peter Hobson, Trustee

**Independent examiner's report to the trustees of
Leicester City of Sanctuary
for the year ended 31 March 2024**

I report to the trustees on my examination of the accounts of Leicester City of Sanctuary (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed _____ Date _____

John O'Brien MSc, FAIA, FCCA, FCIE
Employee of Community Accounting Plus

**Leicester City of Sanctuary
Receipts & payments account
for the year ended 31 March 2024**

2023				2024
Total		Unrestricted	Restricted	Total
Funds		Funds	Funds	Funds
£	Note	£	£	£
	Receipts			
28253	Donations	26157	-	26157
735	Gift aid	899	-	899
61733	Grants	2 900	59550	60450
-	Sundry receipts	83	-	83
<u>90721</u>	Total receipts	<u>28039</u>	<u>59550</u>	<u>87589</u>
	Payments			
67523	Salaries	32442	29435	61877
8563	Other staff costs	10962	2323	13285
374	Accounting	1013	-	1013
4285	Emergency Fund	87	-	87
575	Consultants	299	300	599
1396	Equipment	626	407	1033
3723	Food	1095	2226	3321
975	Insurance	1032	66	1098
483	IT/Software	336	187	523
12220	Venue Hire	3229	8261	11490
1584	Stationery & Materials	960	3163	4123
310	Telephone	150	50	200
610	Training	-	813	813
5082	Travel	113	1864	1977
800	Staff loan	(800)	-	(800)
<u>108503</u>	Total payments	<u>51544</u>	<u>49095</u>	<u>100639</u>
(17782)	Net receipts/(payments)	(23505)	10455	(13050)
68405	Cash funds at start of this period	38992	11631	50623
-	Transfers between funds	35	(35)	-
<u>50623</u>	Cash funds at end of this period	<u>15522</u>	<u>22051</u>	<u>37573</u>

**Leicester City of Sanctuary
Statement of assets and liabilities
at 31 March 2024**

<i>2023</i>		<i>2024</i>
£		£
	Cash assets	
50285	Bank accounts	37227
338	Cash in hand	346
<u>50623</u>		<u>37573</u>
	Other monetary assets	
800	Debtors - staff loan - repaid throughout year	-
406	Prepayment - insurance	549
<u>1206</u>		<u>549</u>
	Assets retained for the charity's own use	
	General equipment.	
	Liabilities	
<u>(660)</u>	Creditors - professional fees	<u>(930)</u>
<u>(660)</u>		<u>(930)</u>

These financial statements are accepted on behalf of the charity by:

Signed _____ Dated _____
Peter Williamson, Trustee

Leicester City of Sanctuary
Notes to the accounts
for the year ended 31 March 2024

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Grants

	Unrestricted	Restricted	Total
	£	£	£
National Lottery Fund	-	25000	25000
Henry Smith	-	10000	10000
Garfield Weston Foundation	-	7500	7500
National Grid	-	5400	5400
Allen Lane	-	4000	4000
Co-op	-	3000	3000
Leicestershire and Rutland Community Foundatic	-	3000	3000
Leicester University	-	1000	1000
Leicester Community Fund	-	650	650
Magic Little Grants	500	-	500
ASDA	400	-	400
	900	59550	60450

Leicester City of Sanctuary

3. Funds analysis

	Opening balance	Receipts (Payments)		Transfers	Closing balance
	£	£	£	£	£
Restricted funds					
Lottery fund	3615	25000	(22397)	-	6218
Henry Smith	5838	10000	(7260)	-	8578
University of Leicester	1677	1000	(2667)	(10)	-
LLRCF Nest	137	-	(137)	-	-
Near Neighbours	364	-	(339)	(25)	-
Allen Lane	-	4000	(3200)	-	800
Co-op	-	3000	(2445)	-	555
Garfield Weston Foundation	-	7500	(4095)	-	3405
Leicester Community Project	-	650	(650)	-	-
LRCF sewing	-	3000	(505)	-	2495
National Grid	-	5400	(5400)	-	-
	11631	59550	(49095)	(35)	22051
Unrestricted funds					
General funds	38992	28039	(51544)	35	15522
	38992	28039	(51544)	35	15522

The transfers from the University of Leicester and Near Neighbours to the General fund is to clear the remaining amounts.

4. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

5. Glossary of terms

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.