

**Leicester City of Sanctuary**  
(Registered charity, number 1172819)  
**Financial statements**  
**for the year ended 31 March 2025**

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**Leicester City of Sanctuary  
Trustees' annual report  
for the year ended 31 March 2025**

**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

Peter Williamson

Anabel Mwagalanyi, until 08/10/24

Noel Singh, until 08/10/24

Sherri Sau-Yee Wong Hearing

Sarah Jones

Jessamyn Witthaus

Danny Myers, until 08/10/24

**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 the 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'.

**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.

## Leicester City of Sanctuary

We operate a weekly drop-in for asylum seekers, offering a range of enrichment activities including English classes, creative activities, and physical exercise. We also provide a shared meal and a safe social space as well as trips that support orientation around the city. We provide a range of information sessions about health, housing, education and fire safety. We raise awareness of and support access to other agencies which help our service users to prepare for life in the UK.

### Summary of the main achievements during the period

Leicester City of Sanctuary has run 900 sessions for Asylum seekers over the 24/25 financial year, with just over 8000 attendances with almost 600 individual asylum seekers interacting with our 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, and has a net operating income of £9,424. We have also secured funding through the National Lottery for the next 5 years, and as a result, have appointed a full-time Chief Officer to manage and lead the charity. This places the organisation in a more stable position.

### 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   
Rev Peter Hobson, Trustee

Date 16 September 2025

**Independent examiner's report to the trustees of  
Leicester City of Sanctuary  
for the year ended 31 March 2025**

I report to the trustees on my examination of the accounts of Leicester City of Sanctuary (the charity) for the year ended 31 March 2025.

**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').

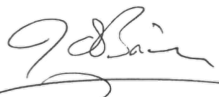
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 23/09/25  
John O'Brien MSc, FAIA, FCIE  
Employee of Community Accounting Plus


**Leicester City of Sanctuary  
Receipts & payments account  
for the year ended 31 March 2025**

2024				2025
Total		Unrestricted	Restricted	Total
Funds		Funds	Funds	Funds
£	Note	£	£	£
	<b>Receipts</b>			
-	Activity income	850	-	850
26157	Donations	40979	-	40979
899	Gift aid	1036	-	1036
60450	Grants	2	44424	44424
83	Sundry receipts	11	-	11
<u>87589</u>	<b>Total receipts</b>	<u>42876</u>	<u>44424</u>	<u>87300</u>
	<b>Payments</b>			
61877	Salaries	10429	45483	55912
13285	Other staff costs	67	64	131
1013	Accounting	930	-	930
-	Activity costs	100	-	100
3321	Catering	1725	1852	3577
599	Consultants	665	-	665
87	Emergency support	20	-	20
1033	Equipment & materials	1697	2299	3996
1098	Insurance	-	1248	1248
523	IT/Software	240	204	444
-	Recruitment	-	329	329
(800)	Staff loan	-	-	-
4123	Stationery & office supplies	-	111	111
-	Subscriptions	288	-	288
200	Telephone	44	106	150
813	Training	100	378	478
1977	Travel	278	1637	1915
11490	Venue hire	2042	5018	7060
-	Sundry payments	150	372	522
<u>100639</u>	<b>Total payments</b>	<u>18775</u>	<u>59101</u>	<u>77876</u>
(13050)	<b>Net receipts/(payments)</b>	24101	(14677)	9424
50623	Cash funds at start of this period	15522	22051	37573
<u>37573</u>	<b>Cash funds at end of this period</b>	<u>39623</u>	<u>7374</u>	<u>46997</u>

**Leicester City of Sanctuary  
Statement of assets and liabilities  
at 31 March 2025**

2024		2025
£		£
37227	<b>Cash assets</b>	
	Bank accounts	46866
346	Cash in hand	131
<u>37573</u>		<u>46997</u>
	<b>Other monetary assets</b>	
549	Prepayment - insurance	624
<u>549</u>		<u>624</u>
	<b>Assets retained for the charity's own use</b>	
	General equipment.	
	Two laptops, purchased 13/01/25, £500 each.	
	<b>Liabilities</b>	
(930)	Creditors - professional fees	(966)
<u>(930)</u>		<u>(966)</u>

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

Signed  Dated 16/9/25  
Peter Williamson, Trustee

**Leicester City of Sanctuary**  
**Notes to the accounts**  
**for the year ended 31 March 2025**

**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	-	23344	23344
Garfield Weston Foundation	-	7500	7500
Hilden Charitable Trust	-	7000	7000
Allen Lane Foundation	-	4000	4000
Public Health	-	1980	1980
Leicester Community Fund	-	600	600
	<u>-</u>	<u>44424</u>	<u>44424</u>

**3. Funds analysis**

	Opening balance £	Receipts (Payments) £		Closing balance £
<b>Restricted funds</b>				
Allen Lane	800	4000	(4500)	300
Co-op	555	-	(555)	-
Garfield Weston Foundation	3405	7500	(8601)	2304
Henry Smith	8578	-	(8578)	-
Hilden Charitable Fund	-	7000	(4201)	2799
LCCF Apex	-	600	(200)	400
Lottery fund	6218	23344	(27991)	1571
LRCF Sewing	2495	-	(2495)	-
Public Health	-	1980	(1980)	-
	<u>22051</u>	<u>44424</u>	<u>(59101)</u>	<u>7374</u>
<b>Unrestricted funds</b>				
General funds	<u>15522</u>	<u>42876</u>	<u>(18775)</u>	<u>39623</u>
	<u>15522</u>	<u>42876</u>	<u>(18775)</u>	<u>39623</u>

**Leicester City of Sanctuary**  
**Notes to the accounts (continued)**  
**for the year ended 31 March 2025**

**4. Trustees' remuneration**

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

**5. Related party transactions**

There were no related party transactions during the period.

**6. 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.