

LICHFIELD DISTRICT CITY OF SANCTUARY

England & Wales · Charity number 1194691

Details

Status Registered

Legal form CIO

Registered 2021-06-07

Register [View on the Charity Commission register](#)

Contact

Address 9 Longstaff Croft
Lichfield
Staffordshire
WS13 7DT

Phone 07814023298

Email admin@lichfield.cityofsanctuary.org

Website www.lichfield.cityofsanctuary.org

Activities

Objects: THE OBJECTS OF THE CIO ARE1. TO RELIEVE THE NEEDS OF REFUGEES AND ASYLUM SEEKERS RESIDENT IN LICHFIELD BY PROVIDING A NETWORK, SERVICES AND SUPPORT; AND2. THE PROMOTION OF EQUALITY AND DIVERSITY FOR THE PUBLIC BENEFIT BY: PROMOTING ACTIVITIES TO FOSTER UNDERSTANDING BETWEEN PEOPLE FROM DIVERSE BACKGROUNDS INCLUDING PROMOTING ACTIVITIES TO FOSTER UNDERSTANDING BETWEEN THE GENERAL PUBLIC, REFUGEES AND ASYLUM SEEKERS.NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005 AND SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008.

Activities: Relieving the needs of refugees and asylum seekers resident in the district of Lichfield by providing a network, services and support; and promoting equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds, including activities to foster understanding between the general public, refugees and asylum seekers.

Classification

- **How:** Makes Grants To Individuals, Provides Other Finance, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

Geography

- Staffordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-05	£34,115	£26,292	-	-
2024-04-05	£36,121	£34,823	-	-
2023-04-05	£6,899	£5,958	-	-
2022-09-09	£1,251	£327	-	-

Trustees

Name	Role	Appointed
Kirsty Jones	Chair	2025-06-14
Alp Tageen Turani		2023-02-03
David Melhuish		2025-11-17
Hennadii Driahuiev		2025-07-15
Ihor Shpykuliak		2024-06-22
Neil Kemp		2023-07-24
Rev Warren Bardsley		2021-06-07
Sophie Allen		2025-06-14

LICHFIELD DISTRICT CITY OF SANCTUARY

England & Wales - Charity number 1194691

Accounts

Annual Report and Financial Statements of Lichfield District City of Sanctuary

For the year ended 5th April 2025

Charity Commission registration number: 1194691

2025 Report and Accounts for Lichfield District City of Sanctuary

Trustees Annual Report

Trustees' Annual Report for the year ended 4th April 2025

Charity Commission registration number: 1194691

14th June 2025

1 Objectives

Lichfield District City of Sanctuary is a charitable incorporated organisation (CIO) affiliated to the national City of Sanctuary UK and registered with the Charity Commission. Our mission is:

*To relieve the needs of refugees and asylum seekers resident in Lichfield by providing a network, services and support; and
To promote equality and diversity in the public space, providing activities to foster understanding between people from diverse backgrounds and to deepen relationships between the host community, refugees and asylum seekers, and other marginalised people.*

"There must be an annual general meeting (AGM) of the members of the CIO AGMs must be held at intervals of not more than 15 months. The AGM must receive the annual statement of accounts (duly audited or examined where applicable) and the trustees' annual report and must elect trustees as required under clause 13."

The trustees of the charity are aware of the Charity Commission's guidance on public benefit and have had due regard to it in their administration of the charity.

The Charitable Incorporated Organisation was registered on the 6th July 2021 with the Registered Charity Number 1194691. The charity has now been operational for four years. This report will include:

Our work and achievements for the past year;

An explanation of the structure and decision-making of the organisation;

Our relationships with other bodies;

Streams of Sanctuary;

The Trust Board and its members;

Organisation membership;

Our finances;

Our vision for the future.

Reporting serious incidents: Serious incident is an adverse event, whether actual or alleged, which results in or risks significant harm to the charity's beneficiaries, employees, office holders, volunteers or to others who come into contact with the charity through its work, loss of the charity's money or assets, damage to the charity's property or harm to the charity's work or reputation. The trustees are not aware of any serious incidents in the last year.

2 Our work this year

Each year since the charity was established has been a year of growth. In the sixth year since forming Lichfield District City of Sanctuary, we have worked hard to achieve our two core objectives. Once again, the support of the Community Foundation for Staffordshire has been critical in funding our work with the refugee community of Lichfield District. We also gratefully acknowledge the support of Lichfield City Council and the Mayor of Lichfield, 2023-24.

Many of the Ukrainian community of over 150 individuals are now settling into their new homes. Our practical support and funding have enabled the placement of around one hundred books in Ukrainian, including many children's books, to be placed in Lichfield Library, with over £800 raised for books at the Lichfield Fuse Festival. New Communities Resettlement Scheme funding has also allowed us to revive the Ukrainian Choir. Welcome is extended to families on alternate Saturdays (first and third of the month) at the Garrick at 12.00pm, when the growing contents of the bookcase and family games are made available.

In anticipation of a significant bid for further funding, we held a consultation for the Ukrainian community to determine needs.

Language development leading to greater employability is a top priority, followed by learning about living in the UK, increasing support for mental health and access to legal advice on immigration and work visa matters.

We also continue to work on community development for all displaced people in Lichfield. Around seventy displaced adults and children joined us for a picnic and multicultural rounders courtesy of Middleton Hall. In October, a trip to Stratford-upon-Avon brought together people from Ukraine, Afghanistan, Syria, Hong Kong and elsewhere. As usual so far, the sun shone brightly on our excursions! A month later, displaced members from a variety of places met in Waterstones on a dark November evening for story-telling and book-choosing.

More of our community are finding work – some even commensurate with their skills. Language-learning and improved fluency and understanding continue to lie at the heart of our support. We are also working more closely with our partner charity, Lichfield Garrick Theatre. Free panto tickets bring both delight and total mystification to our guests and friends. "Look Who's Here!" was put together with hard work from a number of City of Sanctuary members and staff and volunteers of the Garrick. We estimate that 400 people at least were involved at the theatre as participants, performers, stallholders and visitors on Sunday the 13th April – another fine day!

An LDCoS members term of office as Sheriff of Lichfield enabled members to learn about the history and traditions of Lichfield and put our communities in touch with councillors, mayors and other city notables. Her speech launching the Sheriff's Ride in front of the Guildhall in September acknowledged the growing richness and diversity of the city.

Last Autumn also brought an opportunity to a Community Coordinator. Her tenure was brief but productive and the funds put aside for continuation of the post have since been devoted enabling our administration officer to not only continue to keep us on a sound financial footing but also to produce the quarterly newsletters. Our Sure Store facility, on charity rates thanks to the ownership, continues to grow – although we are not yet managing to make its contents regularly available. Volunteers -as always – needed! Finally, it is important to recognise that our work, while providing only a relatively amount of need, is a part of both national and international benevolence. We recognise the small distance from violent, potentially deadly, persecution to refuge. A number of our

international hospitality. We were only a small distance from violent, potentially deadly, riots aimed at refugees. Many of our members and other residents were terrified by the reports. The impact of such behaviour on all of us cannot be overestimated. A few months later, a gang of far-right messengers of hate marched through our city. Neither of these alarming events brought any public comments from our politicians. At City of Sanctuary, we do not believe that silence in the face of such aggression is a viable option. Indeed, our values were wonderfully represented in the memories of the late Jorge Bergoglio's term as Pope Francis. Although we are a secular organisation, we are happy to be aligned with the work of the man who commissioned the magnificent sculpture placed in St Peter's Square in the year of our own foundation, 2019. The inspiration for this representation of refugees from all ages crammed into a small craft comes from a line in the Bible we are happy to endorse through our little work:

"Be not forgetful to entertain strangers: for thereby some have entertained angels unawares"

3 Managing the charity

The Board of Trustees.

The charity has a constitution as its governing document, a Trust Deed dated 15th March 2021. The charity was created on that day and registered with the Charity Commission on 7th June 2021 as a Charitable Incorporated Organisation (CIO) and as such, the charity has [legal personality](#) (the ability to enter contracts, sue and be sued, and to hold property in its own name – rather than in the name of its trustees), and its members have [limited liability](#) (their liability in the event the charity becomes insolvent is limited or nil).

Remuneration paid to Trustees

None of the trustees has been paid any remuneration or received any other benefits from employment with the charity

Expenses paid to Trustees

The Board carries constitutional and legal responsibility for the conduct of the charity. No Trustee expenses have been incurred during the year. It has met on four occasions since the last AGM. Attendance has been as follows:

Trustee	23.4.24	22.6.24	15.7.24	30.9.24	17.3.25	19.5.25
Warren Bardsley	✓	✓	✓	✓	✓	
Rosemary Bishop	✓	x	x	✓	R	
Kate Bragger	✓	x	✓	✓	R	
Diane Harrison	✓	R				
Neil Kemp	x	✓	✓	✓	x	
Ihor Shpykuliak			✓	✓	✓	
Alp Tageen Turani	✓	✓	✓	x	✓	
Steve Wilkinson	✓	x	✓	x	R	

Owing to illness and other personal reasons, we have no more than four trustees at present. For the continuity of our work, it is essential that we have a well-populated and resilient board. It is a vital role if we wish to continue as a charity. Please contact our chair, secretary or administrative officer if you know of anyone who might join us. It is not particularly time-consuming but it is indispensable. Members will be informed of those trustees who will continue in their role after the AGM and of those wishing to be nominated as trustees (this is, of course, open to any member). The trustees of the charity are appointed by the members at the AGM. Trustees may be co-opted by the members or by the other trustees in the course of the year.

Membership

"Membership of the Charitable Incorporated Organisation is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members." At the time of writing we number around one hundred individual members and eight partnerships with other Lichfield organisations. We value members who join us because they support our core principles:

All asylum seekers, refugees and migrants should be treated with dignity and respect.

A fair and effective process to decide whether people need protection should be in place.

No one should be locked up indefinitely.

No one should be left sick or destitute in our society.

We should welcome the stranger and help them to integrate.

When you join us you are under no obligation to volunteer for tasks. But you will hear about our doings through our regular emails and newsletters, including a calendar of future events, and we hope you might join our meetings and attend the events we sponsor. We see ourselves mainly as an enabling organisation – making it possible for members to communicate our principles through action. If, however, you would like to volunteer to help us to manage the numerous activities we endorse, we would be delighted. If you want to help out with the occasional event or project – see below!

Action Group

The Action Group is a team of some fourteen or so members who are involved in organising and delivering – with help when needed – the day-to-day operations of the charity. The chair is Pam Tomlinson, who would be happy to talk to you about the group. You could drop in on a meeting to see whether or not you feel you would like to contribute in this way. Thanks to Pam and all active members.

Fund-Raising group

This is now a serious business. Our direct work supporting refugees has been done on a shoestring this year but it has been funded from members' donations (THANK YOU!) supplemented by generous donations. If we are now to continue to focus on developing the

members' donations (THANK YOU!!) supplemented by generous donations. If we are now to continue to focus on developing the employability of our beneficiaries, the need for bespoke and one-to-one work becomes more important. This kind of work is labour-intensive, so we will be needing coordinators of work and deliverers of language development. Some at least of this will be paid work, if our funding applications are successful. So this is an important but rewarding group. Do join us.

Policies

Thanks to the sterling work of our community coordinator and administrative officer, we now have a complete portfolio of policies which can be accessed via the website. It is the essential set of policies for any charity that works with vulnerable people, conducting events and projects and sending volunteers out into the community on its behalf.

4 Financial Statements

The Financial Statements for the year 2024-25 and the Receipts and Payments Accounts are attached. The accounts have been signed by the chair. They meet the demands of the Charity Commission for charities of our size. Thanks to Rosemary, we continue to be scrupulous in our financial controls and are able to announce a carry-forward from 2025-26. We are, indeed, more secure in our finances than in the capacity of our human resources to continue and develop our critical work.

5. The future: our aspirations

To survive as a charity with a robust board, action group and membership

To give ever better support to newcomers into Lichfield and continue the development of Lichfield and district as a welcoming community

To become better-known throughout the area

To become more innovative and inventive in the ways we work within the community

To resist the encroachment of hatred and suspicion of displaced people into our local and national politics

Warren Bardsley (Chair)

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2025

Receipts and Payments Account

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2025 £	Total Funds 2024 £
RECEIPTS							
Donations and Legacies	3a	12,863	-	21,252	-	34,115	36,113
Activities for Generating Funds	3b	-	-	-	-	-	-
Income from Investments	3c	0	-	-	-	0	8
Charity Activities	3d	-	-	-	-	-	-
Other	3e	-	-	-	-	-	-
Total Receipts		12,863	-	21,252	-	34,115	36,121
PAYMENTS							
Raising Funds	4a	84	-	-	-	84	-
Charity Activities	4b	887	-	14,315	-	15,202	21,332
Other	4c	8,210	-	2,796	-	11,006	13,491
Total Payments		9,181	-	17,111	-	26,292	34,823
Excess of Receipts over Payments		3,682	-	4,141	-	7,823	1,298
Transfer between Funds		-	-	-	-	-	-
Net Movement for the year		3,682	-	4,141	-	7,823	1,298
Cash at Bank and In Hand at 06th April 2024	5	3,279	-	2,540	-	5,819	4,520
Cash at Bank and In Hand at 05th April 2025	5	13,642	-	-	-	13,642	5,818

Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2025

Statement of Assets and Liabilities

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2025 £	Total Funds 2024 £
Cash Funds	5	13,642	-	-	-	13,642	5,818
Other Monetary Assets <i>(due to LDCOS)</i>		-	-	-	-	-	-
Liabilities <i>(owed by the LDCOS)</i>		-	-	-	-	-	-

The notes on the following pages form part of these accounts

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2025

1 Notes to the Accounts

The financial statements of Lichfield District City of Sanctuary PCC have been prepared using the Receipts and Payments basis.

There may be minor discrepancies in the totals as the pence are not being shown.

2 Description of Funds

Unrestricted funds are income funds of the charity that are available for spending on the general purposes of the charity, including amounts designated by the trustees for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

Restricted funds comprise of two elements :-

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- b) donations or grants received for a specific object or invited by the charity for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The charity does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2025

RECEIPTS		3	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2025 £	Total Funds 2024 £
Donations and Legacies								
Voluntary Receipts		3a						
Regular giving (gift aided)			1,455	-	-	-	1,455	1,601
Regular giving (non gift aided)			485	-	-	-	485	215
All other giving and voluntary receipts including special appeals			231			-	231	6,411
Gift Aid Recovered			516	-		-	516	674
Other(internal tfs)			2,220	-	6,300	-	8,520	10,562
Grants (recurring and one-off)			7,956	-	14,952	-	22,908	16,650
			12,863	-	21,252	-	34,115	36,113
Activities for Generating Funds		3b						
Other Fundraising Activities			-	-	-	-	-	-
			-	-	-	-	-	-
Receipts from Investments		3c						
Bank Interest			0	-		-	0	8
			0	-	-	-	0	8
Charity Activities		3d						
Other trading activities (magazine, bookstall etc)			-	-	-	-	-	-
			-	-	-	-	-	-
Other Receipts		4e						
Other			-	-	-	-	-	-
			-	-	-	-	-	-
Total Receipts			12,863	-	21,252	-	34,115	36,121

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2025

PAYMENTS	4	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2025 £	Total Funds 2024 £
Raising Funds	4a						
Costs of Generating Funds							
Costs of Fund Raising		84	-	-	-	84	-
		84	-	-	-	84	-
Charitable Activities	4b						
Refugee Support							
Refugee Support - training		350	-	600	-	950	13,650
Refugee Support - chattels			-		-	-	2,650
Refugee Support - utilities		-	-	-	-	-	-
Refugee Support - trips/events/groups		96	-	11,460	-	11,556	4,240
Charity Running Expenses						-	
Bank charges			-	-	-	-	
Administration/Salaries			-	2,255	-	2,255	-
Insurance		373	-	-	-	373	356
Volunteer travel exps		68	-	-	-	68	436
		887	-	14,315	-	15,202	21,332
						-	
Other Payments inc donations	4c	50				50	12,240-
Room Hire/storage/refreshments		983	-	297	-	1,280	1,251
Marketing/advertising/printing		370				370	
CAPEX		299				299	
Other inc int tfs		6,508		2,499		9,007	
		8,210	-	2,796	-	11,006	13,491
						-	
Total Payments		9,181	-	17,111	-	26,292	34,823

**Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2025**

5 Cash at Bank and in hand

	Unrestricted £	Designated £	Restricted £	Endowment £	2025 Total £	Total 2024 £
Lloyds Current Account	6,564	-	7,078	-	13,642	
Petty Cash		-	-	-	-	
Total	6,564	-	7,078	-	13,642	-

6 Loans

LDCoS does not have any loans.

7 Summary of Fund Movements

	Balance at 06th April £	Receipts £	Payments £	Transfers £	Balance at 05th April £
Unrestricted Fund	2,882	12,863	(9,181)	-	6,564
Designated Funds	-	-	-	-	-
Restricted Funds	2,937	21,252	(17,111)	-	7,078
Endowment Funds	-	-	-	-	-
Total Funds	5,819	34,115	(26,292)	-	13,642

Independent Examiner's Report on the Accounts – Report to the trustees of Lichfield District City of Sanctuary (registered charity number 1194691) on the accounts for the 12 month period ended 31 December 2024

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 December 2024.

As the charity trustees of **Lichfield District City of Sanctuary**, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- Accounting records were not kept in accordance with section 130 of the Act, or;
- The accounts do not accord with the accounting records.

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

Colin Booker, ACMA, BA (hons)
HMRC Senior Criminal Investigation Officer (Retired)
45, Stowe Street,
Lichfield
WS13 6AQ
19/05/2025

LICHFIELD DISTRICT CITY OF SANCTUARY

England & Wales - Charity number 1194691

Accounts

Annual Report and Financial Statements of Lichfield District City of Sanctuary

For the year ended 5th April 2024

Charity Commission registration number: 1194691

2024 Report and Accounts for Lichfield District City of Sanctuary

Trustees Annual Report

Trustees' Annual Report for the year ended 5th April 2024

Charity Commission registration number: 1194691

22nd June 2024

1 Objectives

Lichfield District City of Sanctuary is a charitable incorporated organisation (CIO) affiliated to the national City of Sanctuary and registered with the Charity Commission. Our mission is:

To relieve the needs of refugees and asylum seekers resident in Lichfield by providing a network, services and support; To promote equality and diversity in the public space, providing activities to foster understanding between people from diverse backgrounds and to deepen relationships between the host community, refugees and asylum seekers, and other marginalised people.

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The trustees of the charity are aware of the Charity Commission's guidance on public benefit and have had due regard to it in their administration of the charity.

The Charitable Incorporated Organisation was registered on the 6th July 2021 with the Registered Charity Number 1194691. The charity has now been operational for three years. This report will include:

Our work and achievements for the past year;

An explanation of the structure and decision-making of the organisation;

Our relationships with other bodies;

Streams of Sanctuary;

The Trust Board and its members;

Organisation membership;

Our finances;

Our vision for the future.

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2 Our history

Each year since the charity was established has been a year of growth. In the fifth year since forming Lichfield District City of Sanctuary, we have worked hard to achieve our two core objectives.

We were successful in our bid last year to the New Communities Resettlement Grant Scheme. Together with a grant from Lichfield City Council, we were able to continue our support of the Ukrainian community in providing English Language lessons at basic and intermediate level through our partnership with the English Class Private Language School based at Wade Street Church. We also provided a class in Community Engagement, Citizenship and Employment. This proved so popular and effective that the class rapidly made itself redundant by enabling up to fourteen students to secure employment or volunteering positions. We now have thirteen refugees from Syria settling in Lichfield, ten from Afghanistan and one hundred and forty-nine from Ukraine. The small numbers from the middle east have acclimatised well to life here and those adults able to work are doing so. Supporting the Ukrainian community is a different but equally rewarding challenge. Having a critical mass from one country allows them to form their own associations and organisations, despite the cultural differences evident in such a large country – the second largest in Europe. 'Ukrainians in Lichfield District' is an as yet unincorporated group we support with activities and classes – in particular, art therapy classes for young children. We intend to expand and develop this work in the coming year. There are also a Ukrainian choir and a basketball group. We have worked productively with Lichfield District Council on this – and finding a voice for the community in Lichfield.

For all refugees, including arrivals from Hong Kong and Albania, we have provided practical support in job-finding, business start-up and volunteer placement; Clothing, toys, household utensils through our new storage facility (thanks to Susan from Lichfield); bicycles (thanks to Lichfield Re:Cycle) and transport to hospital and other medical appointments; and support with housing issues. We also enable the refugees to come together to share activities and trips across the nations. A ver

successful and enjoyable trip to Sudbury Hall, enabled by the National Trust, saw around fifty refugees and members of the hall, viewing the children's museum, picnicking on the lawn in glorious sunshine – and playing a confusingly enjoyable game of rounders. There were only winners and no losers among the British, Ukrainian, Syrian, Afghan and others participating.

The Midlands group of Friends of Iona provide an annual barbecue/picnic and, again, about fifty refugees from Lichfield Birmingham enjoyed the hospitality of Beaudesert Activities Centre in May. Thanks to all the members who regularly help out on these joyful occasions.

In December, around forty members and supporters marched from the Samuel Johnson Birthplace Museum to Curzon in Stowe Street to meet under the plaque of Francis Barber, born a slave in Jamaica, who became a council official in Lichfield towards the end of the eighteenth century. The Mayor of Lichfield, Ann Hughes, an LDCOS member, launched a march against modern-day slavery, our chair, Warren Bardsley spoke outside the Methodist Church and Francis' de Cedric Barber, talked about the need for reparation for the harm done by largely European slavery to those nations that are still the poorest in the world. Shortly after, a wonderful occasion hosted by two of our members saw eight families of young children meet Father Christmas for Brunch at The Tudor at Lichfield and receive gifts of food and toys to see through the Christmas period.

To meet our second objective, we interact regularly and positively with a number of local organisations to help develop a culture of welcome in Lichfield. We work closely with our partner organisations and others, including: Curborough Community Association, Lichfield Foodbank, Lichfield Garrick Theatre, Lichfield Singers, Momo Drama Academy, the Lichfield Trust, Middleton Hall, Oxfam, Kendall & Wall transport, Burntwood Spark, Staffordshire MIND, the West Midlands Lichfield Family Group, Fusion Credit Union, OneLichfield, Lichfield Cathedral School (soon to be the first School of Sanctuary in the area), TravelWood of Burntwood, Lichfield Cathedral, Central England Co-op, Richer Sounds, Wickes (thanks for the generous contributions), SureStore and HCB Solicitors. Holy Cross Church, Lichfield Masjid, Lichfield Methodist Church, Lichfield Quaker Meeting, St Chad's Church and Wade Street Church have made history by being awarded Faith Plaques and Sanctuary status together. Burntwood Town Council, Lichfield City Council and Lichfield District Council work with Lichfield Staffordshire County Council, The Community Foundation for Staffordshire, Support Staffs and Staffordshire Council Voluntary Youth Services.

Apologies for these long lists, but it is important to show how many organisations have accepted our key principles and worked with us to help make the district of Lichfield, Burntwood and many villages a welcoming environment. And apologies to any we have inadvertently missed out! All of our members will now be receiving our newly-designed Membership Cards regularly – thanks to Rosemary Bishop for adding this to her growing list of responsibilities.

Over our years of existence, we have also watched the local and national media for any signs of, usually inadvertent disrespect for diversity in the community. Birmingham Mail took down an article which reported on local protests by residents, councillors and the police against a small Travelling family between Lichfield and Tamworth, but failed to talk to the travellers themselves; Lichfield District Council produced a tourism leaflet which recognised the rich variety of people living in the area after a set of materials seeming to reflect the opposite; and Staffordshire Police reacted immediately when one of its officers gave a statement to Lichfield Live blaming an attempted robbery by people of "European" appearance – a statement as meaningless as it was offensive.

3 Managing the charity

The Board of Trustees.

The charity has a constitution as its governing document, a Trust Deed dated 15th March 2021. The charity was created that day and registered with the Charity Commission on 7th June 2021 as a Charitable Incorporated Organisation (CIO). As such, the charity has [legal personality](#) (the ability to enter contracts, sue and be sued, and to hold property in its own name rather than in the name of its trustees), and its members have [limited liability](#) (their liability in the event the charity becomes insolvent is limited or nil).

Remuneration paid to Trustees

None of the trustees has been paid any remuneration or received any other benefits from employment with the charity.

Expenses paid to Trustees

The Board carries constitutional and legal responsibility for the conduct of the charity. No Trustee expenses have been incurred during the year. It has met on four occasions since the last AGM. Attendance has been as follows:

Trustee	24.6.23 (AGM)	24.7.23	2.10.23	19.2.24	23.4.24
Warren Bardsley (Acting vice chair)	✓	✓	✓	✓	✓
Rosemary Bishop	✓	x	x	x	✓

Kate Bragger	x	✓	✓	x	✓
Diane Harrison	✓	✓	✓	✓	✓
Neil Kemp	✓	✓	✓	✓	x
Alp Tageen Turani	✓	✓	✓	✓	✓
Steve Wilkinson	x	✓	✓	x	✓

The trustees have been a more stable support to the leadership of the charity this past year and have given helpful to its actions and its plans. Each year, the two longest-serving members are required to stand down. These are Wai Bardsley and Rosemary Bishop. However, they are both willing to continue their role on the board, if nominated. It will be informed of those trustees who will continue in their role after the AGM and of those wishing to be nominated trustees (this is, of course, open to any member). The trustees of the charity are appointed by the members at the AGM. Trustees may be co-opted by the members or by the other trustees in the course of the year.

Membership

“Membership of the Charitable Incorporated Organisation is open to anyone who is interested in furthering its purposes, who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the terms of membership.” At the time of writing we number over seventy individual members and eight partnerships with other local organisations. We value members who join us because they support our core principles:

All asylum seekers, refugees and migrants should be treated with dignity and respect.

A fair and effective process to decide whether people need protection should be in place.

No one should be locked up indefinitely.

No one should be left sick or destitute in our society.

We should welcome the stranger and help them to integrate.

When you join us you are under no obligation to volunteer for tasks. But you will hear about our doings through our emails and newsletters, including a calendar of future events, and we hope you might join our meetings and attend events we sponsor. We see ourselves mainly as an enabling organisation – making it possible for members to contribute to our principles through action. If, however, you would like to volunteer to help us to manage the numerous activities we endorse, we would be delighted. If you want to help out with the occasional event or project – see below!

Volunteering

As we said last year, none of our projects or plans, nor the administration of our charity, could take place without the commitment of volunteers. This might include welcoming visitors, laying out chairs and tables, helping to provide refreshments at events, planning events and visiting local groups to talk about our work. It can also include the management of the charity – helping with social media, taking on administrative tasks, becoming a member of our trust board or Action Group. We know that volunteering has been in sharp decline in England since the pandemic. It is now at a historic low.

The main threat now to our continued work as a charity is the shortage of volunteers willing to take small but vital roles in its leadership and management. Circumstances in our early days led to an over-reliance on four or five key volunteers. We now plan to approach members (and non-members) to ask for specific roles to be taken on. Dividing and distributing leadership tasks will be critical to our survival. The meeting will include a plea from our chair to come forward, and a number already have, to take on discrete tasks. Two trustees, for example, have now taken on the job of organising donations of clothing, household goods and toys at our storage unit. A list of roles is attached to this report. Please contact one of the trustees or Action group members if you think you might be able to contribute. Every little helps!

Action Group

The Action Group is a team of some fourteen or so members who are involved in organising and delivering – with help if needed – the day-to-day operations of the charity. The chair is Pam Tomlinson, who would be happy to talk to you about the group. You could drop in on a meeting to see whether or not you feel you would like to contribute in this way. There are other members – Rehana Firth, Sam Kirman, Shabnam

Policies

As we reported last year, we have a complete portfolio of policies which can be accessed via the website. These cover: Data Protection. Equality. Health and Safety. Safeguarding. Media Channels and Volunteering. We also have Public Liability

Protection, Equality, Health and safety, safeguarding, media channels and volunteering. We also have Public Liability Insurance. This is the essential set of policies for any charity that works with vulnerable people, conducting events, projects and sending volunteers out into the community on its behalf.

4 Financial Statements

The Financial Statements for the year 2023-24 and the Receipts and Payments Accounts are attached. The accounts have been signed by the chair. They meet the demands of the Charity Commission for charities of our size. Thanks to Rosemary we are scrupulous in our financial controls and are able to announce a reasonable carry-forward from 2023-24. We are indeed, more secure in our finances than in the capacity of our human resources to continue and develop our critical

5 The future

We were disappointed not to be awarded a grant by Lichfield District Council which would have offered, we believe an exciting model of community development in Lichfield, meeting all four of the elements in their district plan to 2050: enabling confident, prosperous, active and green communities. However, we hope to be more successful in an application to the Community Foundation for the remainder of this calendar year. This will enable further support to refugee communities in enabling them to construct their own futures.

Warren Bardsley (Chair)

Nigel Gann (Secretary)

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Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2024

Receipts and Payments Account

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2024 £	Total Funds 2023 £
RECEIPTS							
Donations and Legacies	3a	14,575	-	21,538	-	36,113	12,240
Activities for Generating Funds	3b	-	-	-	-	-	-
Income from Investments	3c	0	-	8	-	8	0
Charity Activities	3d	-	-	-	-	-	-
Other	3e	-	-	-	-	-	-
Total Receipts		14,575	-	21,546	-	36,121	12,240
PAYMENTS							
Raising Funds	4a	-	-	-	-	-	-
Charity Activities	4b	1,478	-	19,854	-	21,332	3,195
Other	4c	13,118	-	373	-	13,491	5,388
Total Payments		14,596	-	20,227	-	34,823	8,583
Excess of Receipts over Payments		(21)	-	1,319	-	1,298	3,657
Transfer between Funds		-	-	-	-	-	-
Net Movement for the year		(21)	-	1,319	-	1,298	3,657
Cash at Bank and In Hand at 06th April 2023	5	2,903	-	1,617	-	4,520	924
Cash at Bank and In Hand at 05th April 2024	5	2,882	-	2,936	-	5,818	4,581

Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2024

Statement of Assets and Liabilities

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2024 £	Total Funds 2023 £
Cash Funds	5	2,882	-	2,936	-	5,818	4,581

Other Monetary Assets *(due to LDCOS)*

-	-	-	-	-	-	-
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Liabilities *(owed by the LDCOS)*

-	-	-	-	-	-	-
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The notes on the following pages form part of these accounts

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2024

1 Notes to the Accounts

The financial statements of Lichfield District City of Sanctuary PCC have been prepared using the Receipts and Payments basis.

There may be minor discrepancies in the totals as the pence are not being shown.

2 Description of Funds

Unrestricted funds are income funds of the charity that are available for spending on the general purposes of the charity, including amounts designated by the trustees for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

Restricted funds comprise of two elements :-

- a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- b) donations or grants received for a specific object or invited by the charity for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The charity does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2024

RECEIPTS		3	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2024 £	Total Funds 2023 £
Donations and Legacies								
Voluntary Receipts		3a						
Regular giving (gift aided)			1,601	-	-	-	1,601	1,165
Regular giving (non gift aided)			215	-	-	-	215	580
All other giving and voluntary receipts including special appeals			1,721		4,690	-	6,411	8,222
Gift Aid Recovered			636	-	38	-	674	-
Other(internal tfs)			10,402	-	160	-	10,562	1,573
Grants (recurring and one-off)				-	16,650	-	16,650	700
			14,575	-	21,538	-	36,113	12,240
Activities for Generating Funds		3b						
Other Fundraising Activities			-	-	-	-	-	-
			-	-	-	-	-	-
Receipts from Investments		3c						
Bank Interest			0	-	8	-	8	0
			0	-	8	-	8	0
Charity Activities		3d						
Other trading activities (magazine, bookstall etc)			-	-	-	-	-	-
			-	-	-	-	-	-
Other Receipts		4e						
Other			-	-	-	-	-	-
			-	-	-	-	-	-
Total Receipts			14,575	-	21,546	-	36,121	12,240

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2024

PAYMENTS	4	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2024 £	Total Funds 2023 £
Raising Funds	4a						
Costs of Generating Funds							
Costs of Fund Raising		-	-	-	-	-	-
		-	-	-	-	-	-
Charitable Activities	4b						
Refugee Support							
Refugee Support - training			-	13,650	-	13,650	2,500
Refugee Support - chattels		400	-	2,250	-	2,650	
Refugee Support - utilities		-	-	-	-	-	-
Refugee Support - food/travel		286	-	3,954	-	4,240	365
Charity Running Expenses						-	
Bank charges			-	-	-	-	
Administration		-	-	-	-	-	-
Insurance		356	-	-	-	356	204
Cost of Trading (Magazine, bookstall etc)		436	-	-	-	436	126
		1,478	-	19,854	-	21,332	3,195
						-	
Other Payments	4c	12,070-		170-		12,240	4,172-
Room Hire/storage/refreshments		1,048	-	203	-	1,251	1,216
						-	
		13,118	-	373	-	13,491	5,388
						-	
Total Payments		14,596	-	20,227	-	34,823	8,583

**Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2024**

5 Cash at Bank and in hand

	Unrestricted £	Designated £	Restricted £	Endowment £	2023 Total £	Total 2022 £
Fusion/Lloyds Current Account		-	-	-	-	4,520
Petty Cash		-	-	-	-	61
Total	-	-	-	-	-	4,581

6 Loans

LDCoS does not have any loans.

7 Summary of Fund Movements

	Balance at 06th April £	Receipts £	Payments £	Transfers £	Balance at 05th April £
Unrestricted Fund	4,520	14,575	(14,596)	-	4,499
Designated Funds	-	-	-	-	-
Restricted Funds	-	21,546	(20,227)	-	1,319
Endowment Funds	-	-	-	-	-
Total Funds	4,520	36,121	(34,823)	-	5,818

**Independent Examiner's Report on the Accounts – Report to the trustees of
Lichfield District City of Sanctuary (registered charity number 1194691) on the
accounts for the 12 month period ended 31 December 2024**

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 December 2024.

As the charity trustees of **Lichfield District City of Sanctuary**, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- Accounting records were not kept in accordance with section 130 of the Act, or;
- The accounts do not accord with the accounting records.

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



Colin Booker, ACMA, BA (hons)
HMRC Senior Criminal Investigation Officer (Retired)
45, Stowe Street,
Lichfield
WS13 6AQ
19/05/2024

LICHFIELD DISTRICT CITY OF SANCTUARY

England & Wales - Charity number 1194691

Accounts

Annual Report and Financial Statements of Lichfield District City of Sanctuary

For the year ended 5th April 2023

Charity Commission registration number: 1194691

2023 Report and Accounts for Lichfield District City of Sanctuary

Trustees Annual Report

See separate Word document

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

Receipts and Payments Account

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
RECEIPTS							
Donations and Legacies	3a	6,899	-	5,341	-	12,240	1,190
Activities for Generating Funds	3b	-	-	-	-	-	-
Income from Investments	3c	0	-	-	-	0	0
Charity Activities	3d	-	-	-	-	-	-
Other	3e	-	-	-	-	-	-
Total Receipts		6,899	-	5,341	-	12,240	1,190
PAYMENTS							
Raising Funds	4a	-	-	-	-	-	-
Charity Activities	4b	1,830	-	1,365	-	3,195	327
Other	4c	4,128	-	1,260	-	5,388	-
Total Payments		5,958	-	2,625	-	8,583	327
Excess of Receipts over Payments		941	-	2,716	-	3,657	863
Transfer between Funds		-	-	-	-	-	-
Net Movement for the year		941	-	2,716	-	3,657	863
Cash at Bank and In Hand at 06th April 2022	5	863	-	-	-		
Cash at Bank and In Hand at 05th April 2023	5	2,903	-	1,617	-	3,657	863

Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2023

Statement of Assets and Liabilities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
Cash Funds	5 2,700	-	1,665	-	4,365	863
Other Monetary Assets <i>(due to LDCOS)</i>	-	-	-	-	-	-
Liabilities <i>(owed by the LDCOS)</i>	-	-	-	-	-	-

The notes on the following pages form part of these accounts

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

1 Notes to the Accounts

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2 Description of Funds

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Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

RECEIPTS	3	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
Donations and Legacies							
Voluntary Receipts	3a						
Regular giving (gift aided)		1,215	-	-	-	1,215	615
Regular giving (non gift aided)		580	-	-	-	580	575
All other giving and voluntary receipts including special appeals		3,604		4,568	-	8,172	
Gift Aid Recovered		-	-	-	-	-	-
Other(internal ffs)		800	-	773	-	1,573	-
Grants (recurring and one-off)		700	-		-	700	-
		6,899	-	5,341	-	12,240	1,190
Activities for Generating Funds	3b						
Other Fundraising Activities		-	-	-	-	-	-
		-	-	-	-	-	-
Receipts from Investments	3c						
Bank Interest		0	-	-	-	0	0
		0	-	-	-	0	0
Charity Activities	3d						
Other trading activities (magazine, bookstall etc)		-	-	-	-	-	-
		-	-	-	-	-	-
Other Receipts	4e						
Other		-	-	-	-	-	-
		-	-	-	-	-	-
Total Receipts		6,899	-	5,341	-	12,240	1,190

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

	4	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
PAYMENTS							
Raising Funds	4a						
Costs of Generating Funds							
Costs of Fund Raising		-	-	-	-	-	-
		-	-	-	-	-	-
Charitable Activities	4b						
Refugee Support							
Refugee Support - training		1,200	-	1,300	-	2,500	100
Refugee Support - chattels			-	-	-	-	225
Refugee Support - utilities		-	-	-	-	-	-
Refugee Support - food/travel		300	-	65	-	365	-
Charity Running Expenses						-	
Bank charges			-	-	-	-	2
Administration		-	-	-	-	-	-
Insurance		204	-	-	-	204	-
Cost of Trading (Magazine, bookstall etc)		126	-	-	-	126	-
		1,830	-	1,365	-	3,195	327
						-	
Other Payments	4c	2,912		1,260		4,172	
Room Hire/refreshments		1,216	-	-	-	1,216	-
						-	
		4,128	-	1,260	-	5,388	-
						-	
Total Payments		5,958	-	2,625	-	8,583	327

**Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2023**

5 Cash at Bank and in hand

	Unrestricted £	Designated £	Restricted £	Endowment £	2023 Total £	Total 2022 £
Fusion Current Account		-	-	-	-	863
Petty Cash		-	-	-	-	61
Total	-	-	-	-	-	924

6 Loans

LDCoS does not have any loans.

7 Summary of Fund Movements

	Balance at 06th April £	Receipts £	Payments £	Transfers £	Balance at 05th April £
Unrestricted Fund	924	6,899	(5,958)	-	1,865
Designated Funds	-	-	-	-	-
Restricted Funds	-	-	-	-	-
Endowment Funds	-	-	-	-	-
Total Funds	924	6,899	(5,958)	-	1,865

Annual Report and Financial Statements of Lichfield District City of Sanctuary

For the year ended 5th April 2023

Charity Commission registration number: 1194691

2023 Report and Accounts for Lichfield District City of Sanctuary

Trustees Annual Report

See separate Word document

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

Receipts and Payments Account

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
RECEIPTS							
Donations and Legacies	3a	6,899	-	5,341	-	12,240	1,190
Activities for Generating Funds	3b	-	-	-	-	-	-
Income from Investments	3c	0	-	-	-	0	0
Charity Activities	3d	-	-	-	-	-	-
Other	3e	-	-	-	-	-	-
Total Receipts		6,899	-	5,341	-	12,240	1,190
PAYMENTS							
Raising Funds	4a	-	-	-	-	-	-
Charity Activities	4b	1,830	-	1,365	-	3,195	327
Other	4c	4,128	-	1,260	-	5,388	-
Total Payments		5,958	-	2,625	-	8,583	327
Excess of Receipts over Payments		941	-	2,716	-	3,657	863
Transfer between Funds		-	-	-	-	-	-
Net Movement for the year		941	-	2,716	-	3,657	863
Cash at Bank and In Hand at 06th April 2022	5	924	-	-	-	924	61
Cash at Bank and In Hand at 05th April 2023	5	2,964	-	1,617	-	4,581	924

Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2023

Statement of Assets and Liabilities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
Cash Funds	5 2,700	-	1,665	-	4,365	863
Other Monetary Assets <i>(due to LDCOS)</i>	-	-	-	-	-	-
Liabilities <i>(owed by the LDCOS)</i>	-	-	-	-	-	-

The notes on the following pages form part of these accounts

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

1 Notes to the Accounts

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Restricted funds comprise of two elements :-

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the charity for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The charity does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

RECEIPTS	3	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
Donations and Legacies							
Voluntary Receipts	3a						
Regular giving (gift aided)		1,165	-	-	-	1,165	615
Regular giving (non gift aided)		580	-	-	-	580	575
All other giving and voluntary receipts including special appeals		3,654		4,568	-	8,222	
Gift Aid Recovered		-	-	-	-	-	-
Other(internal tfs)		800	-	773	-	1,573	-
Grants (recurring and one-off)		700	-		-	700	-
		6,899	-	5,341	-	12,240	1,190
Activities for Generating Funds	3b						
Other Fundraising Activities		-	-	-	-	-	-
		-	-	-	-	-	-
Receipts from Investments	3c						
Bank Interest		0	-	-	-	0	0
		0	-	-	-	0	0
Charity Activities	3d						
Other trading activities (magazine, bookstall etc)		-	-	-	-	-	-
		-	-	-	-	-	-
Other Receipts	4e						
Other		-	-	-	-	-	-
		-	-	-	-	-	-
Total Receipts		6,899	-	5,341	-	12,240	1,190

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2023

	4	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2023 £	Total Funds 2022 £
PAYMENTS							
Raising Funds	4a						
<i>Costs of Generating Funds</i>							
Costs of Fund Raising		-	-	-	-	-	-
		-	-	-	-	-	-
Charitable Activities	4b						
<i>Refugee Support</i>							
Refugee Support - training		1,200	-	1,300	-	2,500	100
Refugee Support - chattels			-	-	-	-	225
Refugee Support - utilities		-	-	-	-	-	-
Refugee Support - food/travel		300	-	65	-	365	-
<i>Charity Running Expenses</i>						-	
Bank charges			-	-	-	-	2
Administration		-	-	-	-	-	-
Insurance		204	-	-	-	204	-
Cost of Trading (Magazine, bookstall etc)		126	-	-	-	126	-
		1,830	-	1,365	-	3,195	327
						-	
Other Payments	4c	2,912		1,260		4,172	
Room Hire/refreshments		1,216	-	-	-	1,216	-
						-	
		4,128	-	1,260	-	5,388	-
						-	
Total Payments		5,958	-	2,625	-	8,583	327

**Lichfield District City of Sanctuary
Financial Statements for the Year Ended 5th April 2023**

5 Cash at Bank and in hand

	Unrestricted £	Designated £	Restricted £	Endowment £	2023 Total £	Total 2022 £
Fusion/Lloyds Current Account		-	-	-	-	4,520
Petty Cash		-	-	-	-	61
Total	-	-	-	-	-	4,581

6 Loans

LDCoS does not have any loans.

7 Summary of Fund Movements

	Balance at 06th April £	Receipts £	Payments £	Transfers £	Balance at 05th April £
Unrestricted Fund	924	6,899	(5,958)	-	1,865
Designated Funds	-	-	-	-	-
Restricted Funds	-	5,341	(2,625)	-	2,716
Endowment Funds	-	-	-	-	-
Total Funds	924	12,240	(8,583)	-	4,581

LICHFIELD DISTRICT CITY OF SANCTUARY

England & Wales - Charity number 1194691

Accounts

LICHFIELD DISTRICT CITY OF SANCTUARY

TRUSTEES' FIRST REPORT TO THE MEMBERSHIP

25th June 2022

Our mission

In 2021, we achieved the status of Charitable Incorporated Organisation (CIO). So Lichfield District City of Sanctuary is a charity affiliated to the national City of Sanctuary UK and registered with the Charity Commission. Our mission can be summarised as being:

- 1. To relieve the needs of refugees and asylum seekers resident in Lichfield by providing a network, services and support; and*
- 2. To promote equality and diversity in the public space, providing activities to foster understanding between people from diverse backgrounds and to deepen relationships between the host community, refugees and asylum seekers, and other marginalised people.*

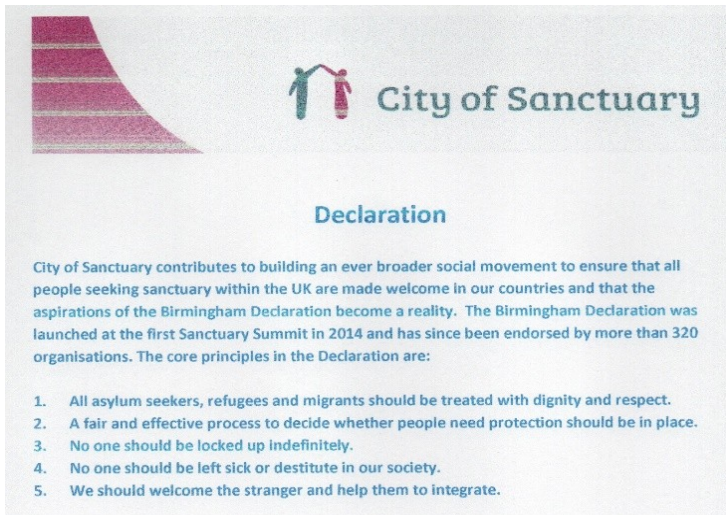
We were registered on the 6th July 2021 with the Registered Charity Number 1194691

Our history

On the 2nd March, 2019, a meeting organised by Lichfield Inter-Faith Forum attracted a wide range of people to Boley Park Community Hall interested in establishing Lichfield and district as a city of sanctuary. Founder of the City of Sanctuary movement, the Reverend Dr Inderjit Bhogal explained the background to its growth since 2005. At the end of the meeting, chaired by the Reverend Warren Bardsley, it was agreed to pursue the setting-up of a local group to be affiliated to the national network.

A further gathering on the 20th May brought regional organiser of City of Sanctuary UK Ben Margolis to Lichfield. At this meeting, guests were invited to commit to contribute to the initiative.

On the 9th September, Warren Bardsley and Cathy Wood led a workshop during which participants signed up to a declaration of principle.



Work on raising awareness of the new organisation throughout the district began, including a well-attended social occasion in January with catering provided by one of our Syrian families. Direct support was offered in the form of bedding for children, placement in a Garrick Theatre workshop, providing transport to hospitals and health clinics, and in partnership with Lichfield Re:Cycle, bicycles for adults and children.

However, plans for events and projects to be followed up in 2020 had to be postponed or abandoned in March and significantly slowed down development through into 2021.

The Board agreed to use the 'downtime' forced on us to prepare the organisation for an application for charitable status.

Forming the charity

Work began in January 2021 in gathering together the information and structures we would need to apply to the Charities Commission. A Board of 6 trustees was formed in June and we were registered on the 6th July 2021 with the Registered Charity Number 1194691. The first official Trust Board meeting took place, with all participants suitably PPE'd and socially distanced, on the 18th June, with Inderjit Bhogal Zooming an inspiring message to the trustees.

Our achievements

Under our first object, we have continued to provide support to the Syrian families that have been in Lichfield since 2018. At the request of Lichfield Refugee Aid, we have merged with them and jointly deliver practical help in general settlement issues, supplementing the statutory provisions of Refugee Action and Spring Housing Association. The statutory provision provided through Staffordshire County Council is planned to be withdrawn gradually until next year, when the families will be assumed to be self-sufficient.

In October, Lichfield became the first community in Staffordshire to receive Afghan families escaping the human disaster of the withdrawal of western troops from Afghanistan. The horrific scenes in Kabul and at Bagram Airport in the summer cannot have escaped anyone's notice. The UK agreed to take just 15,000 families, a tiny minority of those who had been working with the occupying armies and the government. Staffordshire has accepted 25 families. The Citizens' Resettlement scheme, announced in August, was not activated until many months later.

We already had in place a Response Team of experienced volunteers – Jude Killip & Janet Crews from Refugee Aid, Cathy Wood, and new recruits Neil Kemp and Ulla Stede, both of whom are hugely experienced ESOL teachers providing free face-to-face English teaching

tailored to the needs of the families. These 5, now joined by Pam Tomlinson and supported by other members, have been working extraordinarily hard to supplement the provision of the organisations contracted by Staffordshire CC. We are very grateful to many others who have stepped in to provide clothing, furnishings and other essentials. We also note the support of local groups – voluntary organisations such as Lichfield Life Church and Wade Street Church, Curborough Community Association, Lichfield Food Bank and OneLichfield – and local businesses such as ABD Carpets in Dam Street, M & I Domestic Appliances and Richer Sounds. Greenhill Health Centre, Lichfield Library and the local DWP staff have all stepped up to help the families to settle here in their new homes. The Afghan refugees are often at risk here, as well as their families remaining in the country, many in hiding, and the trauma of their departure will stay with them for a long time. Welcome to them all – and thank you to those of you who have been contributing in money or in personal support to them.

Our second object of presenting the culture of Lichfield and its surrounding villages as a diverse and welcoming community has been, necessarily, much affected by the pandemic. But we have developed excellent partnerships and understandings with The Hub at St Mary's, the Garrick Theatre, Curborough Community Centre, Wade Street Church, Lichfield Life Church, Lichfield Food Festival, Lichfield Library, One Lichfield, Lichfield Foodbank, and members of the three councils: Lichfield District Council, Lichfield City Council and Burntwood Town Council. With their support and others, we hope soon to gain official 'City of Sanctuary' status. But also we hope to begin a programme of events and campaigns that we have been keen to get to grips with since our foundation in late 2019.

We take our second objective seriously. This involves developing relationships with other organisations around the district and sharing our message with them. We have met groups and organisations throughout the last three years, such as Lichfield Garrick Theatre, South Staffordshire College, Rocklands School and Willows Primary School, Lichfield Churches Together, Pathway Project, Lichfield Cathedral, Places of Welcome, Lichfield Mosque, Burntwood Lions, Lichfield Soroptimists, Lichfield Chamber of Commerce, Lichfield Cathedral School.

We see our role here as crucial to the cultural atmosphere of Lichfield and district. We have challenged the inadvertent exclusion of minorities of different kinds from publications, and the sadly frequent emergence of racist language and attitudes towards the travelling families that regularly traverse the district. As the pandemic restrictions ease, we can begin to plan events, exhibitions and shows that bring our work to the attention of more and more people.

Growing the organisation and taking the community with us

Since our formal registration with the Charities Commission, we have

- Become an associate member of Staffordshire Council of Voluntary Youth Services and a member of the National Council for Voluntary Organisations
- Recruited more than 40 local people and organisations as members who work diligently to provide support, welcome and sanctuary in the area
- Ensured that all members of the Response Group have Enhanced DBS certification status
- Organised events to welcome members and raise funds for small business 'start-ups' (Syrian Food in Lichfield) and additional ESOL provision
- Welcomed two Syrian refugees on to the charity's management group
- Welcomed Afghan families to Lichfield District

Lichfield District does not have many 'officially recognised' refugees - currently, 2 Syrian and 2 Afghan families - although we would like to welcome more. This does, however, mean that in the absence of a settled refugee community to receive newcomers, the need for significant and consistent support from members of the host community, especially during the early days, is crucial. We work hard to get the balance right between direct support, working alongside and promoting independence. With the fourth anniversary of the arrival of our Syrian families just past, LDCoS volunteers continue to support by, as required:

- Assisting with on-line forms - UC/Job Applications
- Assisting with food shopping - there is no Halal provider in Lichfield
- Providing transport to difficult-to-access medical appointments
- Providing practical support - testing, delivering food, throughout Covid infection
- Arranging leisure opportunities for children
- Supporting with ESOL tuition
- Fundraising to support business opportunities & enhanced ESOL provision

We are now working closely with both Afghan families - one since October, the other since January - and are supporting by:

- Sourcing additional essential clothing, furniture and household items
- Raising funds for TV licences
- Supporting families with school and pre-school enrolment
- Introducing families to local services - playgroups/library/community groups/food bank/leisure venues
- Arranging ESOL classes with volunteer ESOL tutors
- Assisting with on-line forms
- Attending meetings with families
- Supporting adults to access Covid booster vaccinations and essential hospital appointments

Many local people - members and otherwise - have contributed to the resettlement of our Afghan families with gifts of time, goods, expertise and friendship. No-one that we have asked for help has ever refused. They are touching many lives - as our Syrian families continue to do.

We also found ourselves doing outreach into the Tamworth area where a family member of one of our Afghan adults was unceremoniously lodged by Solihull Borough Council one night, along with his wife, elderly mother-in-law and four children in a budget hotel with no meal provision and no recourse to funds. We succeeded in persuading the council to find suitable accommodation for them within two weeks, ensuring that they were fed and clothed in the meantime.

Thank you to all the wonderful Response Team: Jude, Janet, Cathy, Pam, Neil & Uille.

Offering a home to Ukrainian refugees

We are all grateful to local people who have already managed to - or are about to - register their interest. Thank you so much for doing that. We have received a number of offers that we

have passed on where appropriate. This is nationally a problematic area, but we have been following the efforts of a dedicated group of local residents to work together to support hosts and refugees. We have set up a ring-fenced fund to provide ESOL and other fundamental needs for Ukrainian arrivals – mainly at the moment women and children. The Lichfield Garrick Theatre made a generous offer by putting on a variety show in May that dedicated all proceeds after expenses to the Ukrainian cause, shared between the UNHCR Emergency Fund and ourselves. At the time of writing, we have a dedicated fund of around £4,000 for this work.

Council recognition

The advent of new refugees, and possibly more people from Ukraine, makes it all the more imperative that we work closely with the local authorities – the three councils that cover our district. We have now instituted regular meetings with Cllr Richard Cox, Cabinet Member for Community Issues, of Lichfield District Council.

Lichfield City Council has passed a resolution declaring “its support for the vision and principles of Lichfield District City of Sanctuary” and has appointed a cross-party group of representatives on the group. They are Cllrs Hugh Ashton, Deb Baker and Colin Ball. If you meet them, let them know you are a member!

We have already had talks with members of Burntwood Town Council and hope soon to set up a similar formal relationship with them.

Projects and events: Francis Barber

Many of you will know that Francis Barber was a valued servant and friend to our own Dr Johnson. After the good doctor’s death, Barber came to Lichfield with his wife and children. He is, therefore, as far as we know the first named black man to seek refuge in Lichfield. Both the Birthplace Museum and the Johnson Society have worked for a number of years to set up a suitable memorial to him. Thanks to two of our members, Professor Ann Hughes and Pam Tomlinson, we have been able to put a proposal to other partners, including LCC, LDC, The Johnson Society, OneLichfield and Cedric Barber, many times great-grandson to Francis. We hope this will be supported and we can get this done reasonably soon. Barber set up a (sadly, not very successful school) in Burntwood and we hope to get the Town Council’s agreement to put a plaque somewhere there too.

Membership

A membership scheme was introduced by the Board in October 2021 and we have now more than forty signed-up members. Organisations are invited to join with us as partners and OneLichfield, Wade Street Church, Lichfield ReCycle and Curborough Community Association have done so to date.

No subscription is necessary but commitment to our aims is required and donations are invited.

Finance

From the summer of 2021, when local people were invited to support one of our Syrian families in a venture to rent a stall at Lichfield Food Festival, we have set up arrangements to maintain a financially viable organisation. Currently, every duty is conducted by volunteers, but our growth has been very rapid – growing in harmony with our ambitions to provide a worthwhile service – and there has now come a time when we need to engage some paid worker/s. This would depend on a guaranteed regular income through grants and standing order donations. The new Board will be addressing this as a priority.

The first set of accounts prepared by our invaluable new administrative worker, Rosemary Bishop, is attached. The format meets Charities Commission requirements for small charities. With the experience of six months of donations and expenditure, the finance team is working on the preparation of an outline budget for 2022-23.

Legal status

The Board has approved the following policies for the organisation:

- Data Protection
- Disclosure and Barring Service certification for volunteers
- Equality
- Health and Safety (including Risk Assessment)
- Safeguarding
- Trustees Code of Conduct

These are available on request from the secretary. Some further policies are needed – see below. The Board has taken out Public and Employee Liability with an experienced specialist insurance company with local offices.

To ensure common and safe practices, the Board will need to prepare, in consultation with the Response Team, a Volunteer Policy and Code of Conduct for volunteers.

The future

We thank the original trustees who took up their places in June 2021, Warren Bardsley, Helen Barton, Laura Evans, Shalim Kharim and Anthony Wilson. Margaret Barratt was co-opted in March 2020. Regulations require that all the first trustees stand down at the first Annual General Meeting.

The following have, at the time of writing, agreed to be nominated or renominated:

Warren Bardsley, Margaret Barratt, Rosemary Bishop, Laura Evans, Shalim Kharim, Paula Knight, Sue Smith. Others are being approached.

The Board will seek to ensure that refugees, asylum-seekers and other incomers to the district play key roles in the trusteeship, leadership and management of the charity. It will encourage all members to become actively involved in its work.

The Board will continue to develop the membership of the charity and encourage local organisations to enter into partnership with them. They will ensure that awareness of the charity's role continues to grow throughout the district and beyond.

The Board will develop clear decision-making structures including a Leadership Group with decision-making capacity and will empower the elected Action Group to manage the day-to-day running of the organisation.

The Board will hope to engage a paid part-time advocacy worker/lead manager, and a paid part-time administrator/book-keeper to ensure the smooth and efficient management and development of the charity.

The Board will, when appropriate, apply for full membership of City of Sanctuary UK.

The Board will encourage and work with the three local councils of Lichfield District, Lichfield City and Burntwood Town to be recognised as local authorities of sanctuary.

The Board will seek to develop local organisations into membership of local and national streams of sanctuary, including faith centres, schools, health centres, theatres, libraries and museums, colleges and universities, arts, shops.

Conclusion

Lichfield District City of Sanctuary believes in nurturing a culture of welcome and a vision of the richness of diversity. We believe that social cohesiveness can be enhanced by cultural fluidity. We believe in a safe environment where all have rights and responsibilities. There are now more than 100 million people in the world who have been forcibly displaced from their homes – whose homes have become, in the words of refugee poet Warsan Shire, “the mouth of a shark”. We believe such people are entitled to risk-free passage to a safe environment where a welcome awaits that accords dignity and respect to all. We look forward to continuing our work locally and nationally to achieve this vision.

Trustees

The following trustees were appointed on the 18th June 2021:

Warren Bardsley
Helen Barton (resigned 6.3.2022)
Laura Evans
Shalim Kharim
Anthony Wilson
Margaret Barratt (appointed 24.3.2022)

The trustees stand down at this first Annual General Meeting, as required by the Constitution (Para 13 [1])



CHARITY COMMISSION
FOR ENGLAND AND WALES

Richfield District City of Sanctuary 1194891

Receipts and payments accounts

CC16a

For the period from	Period start date 06/04/2021	To	Period end date 05/04/2022
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	1,251	-	-	1,251	-
Grants	-	-	-	-	-
Fundraising Events	-	-	-	-	-
Bank interest/dividend(s)	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,251	-	-	1,251	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,251	-	-	1,251	-
A3 Payments					
Refugee Support	325	-	-	325	-
Bank Charges	2	-	-	2	-
Cost of Fundraising Events	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	327	-	-	327	-
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	327	-	-	327	-
Net of receipts/(payments)	924	-	-	924	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	924	-	-	924	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Fusion Credit Union	863	-	-
	Petty Cash	61	-	-
		-	-	-
	Total cash funds	924	-	-

(agree balances with receipts and payments account(s))

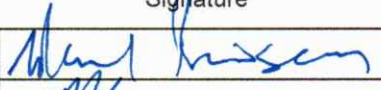

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	WARREN R BARDSEY	23/5/22
	LAURA M EVANS	23/5/22