Trustees' Annual Report to the Members for the year ended 5th April 2026

Charity Commission registration number: 1194691

20th June 2026

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:

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.*

"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 five 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;
- The Trust Board and its members;
- Our finances;
- Our aspirations 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

The trustees are pleased to say that this past year has been our most ambitious yet. Sadly, this has been against a background which may have been the most dangerous for many years.

Some recognition has been made of this. In September, we were told that we had been nominated for a 'Your Heroes' award as community group of the year. The Friary School in Lichfield has also nominated us as their charity of the year. Meanwhile, the Shropshire and Staffordshire Community Foundation has continued – and increased – its support for us by awards totalling nearly £33,000 to develop our 'Language to Live and Work' project.

Working towards the second element of our mission, in the face of increasing numbers of reports of hate incidents in Lichfield, we brought together members of the charity, people of colour living in the area, councillors, displaced people and local police officers to discuss what evidence there is for heightened tensions in the community. We published this, alongside the clear requests made at the meeting for councillors of the four local authorities, Staffordshire County Council, Lichfield District Council, Lichfield City Council and Burntwood Town Council to speak up for immigrants and for the diversity of culture we value highly. To our knowledge, no such statement has been made from any one of these councils. It seems that those with some, however small, political influence in our community prefer to remain silent. It reminds us of Martin Luther King's view: "In a dangerous moment, silence from those in power is not neutrality. It's complicity."

We work hard to include people with lived experience of displacement in the charity's leadership and in its delivery: seven people from Ukraine have been financially supported to help people now settled in Lichfield and Burntwood to improve their language abilities to enable them to seek employment using their skills and to become more engaged in the community. The project, led by Iryna Komazova, has been evaluated extremely positively (a copy is available to those who are interested) by an independent organisation, Glocal Integration. We hope to continue this work from this summer, finances allowing. Luba Rodionova has led the children's activities club on Saturday afternoons with help from Veronika Shchetynina, with a number of volunteers including Hennadii Kositskiy, Bushra Hindawi, Linda Fielder and Cathy Wood.

The choir of sanctuary, art workshops, martial arts (Han Guk Mu Sool) continue to flourish, thanks to Cathy Lamb of Lichfield Cathedral School, Marianna Karasel and Hennadii Driahuiev. Thanks, too, to their funders, the Community Foundation and Lichfield City Council.

The project is formally aimed at communities originating from Ukraine, Afghanistan and Hong Kong, while also engaging others from Turkey, Egypt, Syria, Bangladesh and elsewhere. Social events – bringing together displaced people together with local volunteers – continue to be central to our work. Our annual picnic at Middleton Hall (thanks to Pam Tomlinson, Sam Kirman and Lewis Stanley) in August attracts between 60 and 80 people. Trips to the Thinktank Museum in Birmingham and the World of Wedgwood were particularly well-received.

The trustees report that there have been significant changes in the leadership and management of the charity. Rosemary Bishop, having set up our financial structures and membership support, as well as our lively newsletters, moved on in December. Liudmyla Trots, a qualified accountant from Ukraine, has taken on book-keeping duties. Iryna Komazova will continue as community coordinator, with responsibilities for fund-raising and project leadership. Shabnam Turani is taking on the lead for information about the charity and our many connections and relationships around Lichfield and Burntwood, Staffordshire and beyond. Mike Burdes is managing our website. Luba Rodionova is coordinating our work with families and leading the Saturday Activities Club. Hanna Andriushchen, Neil Kemp and Julia Wright have worked on our English language teaching scheme.

Enormous thanks to all these, and to all at Lichfield Garrick Theatre, Wade Street Church, Curborough Community Association, the Sunflower Restaurant, Tesco Community Room, Lichfield Cathedral School and Lichfield District Council who have hosted these activities

3 Managing the charity

(i) 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 five occasions since the last AGM. Attendance has been as follows:

Trustee	14.7.25	15.9.25	17.11.25	26.1.26	13.4.26
Sophie Allen	✓	✓	✓	✓	x
Warren Bardsley	✓	✓	✓	✓	✓
Hennadii Driahuiev	✓	✓	x	x	x
Kirsty Jones	✓	✓	✓	✓	✓
Neil Kemp	**On Sabbatical**		**Indisposed**		
David Melhuish			**Appointed**	✓	✓
Ihor Shpykuliak	✓	✓	✓	✓	✓
Alp Tageen Turani	✓	✓	✓	✓	✓

(1) *At every subsequent annual general meeting of the members of the CIO, one-third of the charity trustees shall retire from office. If the number of charity trustees is not three or a multiple of three, then the number nearest to one-third shall retire from office, but if there is only one charity trustee, he or she shall retire;*

(2) *The members or the charity trustees may at any time decide to appoint a new charity trustee, whether in place of a charity trustee who has retired or been removed in accordance with clause 15 (Retirement and removal of charity trustees), or as an additional charity trustee, provided that the limit specified in clause 12 (3) on the number of charity trustees would not as a result be exceeded;*

Trusteeship has a vital role to play in our charity. Please contact our chair, secretary or administrative officer if you know of anyone who might wish to 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. Two trustees are required by our constitution to stand down each year, although they may ask to be nominated to serve again. Warren Bardsley, founder and originator of the charity, is standing down this year and does not wish to be renominated. Neil Kemp has been an outstanding ESOL teacher, a committed trustee and a loyal friend of the charity. Sadly, health issues prevent him from continuing on the board. These two resignations mean that no other trustee is required to stand down this year. Both have given the charity great service over the years.

Volunteer/paid staff officers:

Book-keeper/treasurer:	Luda Trots
Community Coordinator:	Ira Komazova
Information Officer:	Shabnam Turani
Board secretary:	Sarah Stanley

The trustees invite the members to join in thanking and celebrating Warren Bardsley and the devotion he has given to Lichfield District City of Sanctuary. Warren has unstintingly pursued the vision he proposed in 2019 – of Lichfield City and District as a place of unreserved welcome to all people displaced by war, famine, drought and hatred engendered by dysfunctional political thinking. Our charity is not the only organisation in Lichfield and beyond that has benefited from Warren's patronage and support over the years. The place would be a lot duller and less humane without his years of service.

(ii) 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 and ten 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!

(iii) Action Group

The Action Group is a team of some eighteen or so members who are involved in organising and delivering – with help when needed - the day-to-day operations of the charity. The chair has been 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, Michele (vice chair) and all active members.

(iv) Policies

We 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 2025-26 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 and Luda, we continue to be scrupulous in our financial controls and are able to announce a carry-forward for 2026-27. Our finances depend on our donations – grateful thanks to all those who do so, especially by Direct Debit or Standing Order – and on our ability to raise funds for specific projects or developments.

5. Our aspirations

At our AGM in 2025, members discussed and agreed the key aspirations they had for the charity. These were:

(i) To survive as a charity with a robust board, action group and membership
(ii) To give ever better support to newcomers into Lichfield and continue the development of Lichfield and district as a welcoming community
(iii) To become better-known throughout the area
(iv) To become more innovative and inventive in the ways we work within the community
(v) To resist the encroachment of hatred and suspicion of displaced people into our local and national politics

We invite you to our meeting on 20th June, 2026 at Wade Street Church (entrance from Frog Lane WS13 6HS).

We hope you will join in an exploration of:

a To what extent – or not - we have achieved each aspiration
b How we might adapt or renew these aspirations
c What we individually and collectively pledge to do in the coming year to enable the charity to achieve its aspirations.

Kirsty Jones (Chair)
Nigel Gann (Secretary)

Independent Examiner's Report to the Trustees of District City of Sanctuary

Charity Number 1194691

CH Accounting Solutions Ltd
Office 19,
Phoenix House
Hyssop Close
Heath Hayes
WS11 7GA

Chloe Hawkins ACMA, CGMA

Chartered Management Accountant

I report on the accounts of the charity for the year ended 5th April 2026.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under charity law and that an independent examination is needed.

It is my responsibility to:
- examine the accounts
- follow the applicable Directions given by the Charity Commission; and
- state whether particular matters have come to my attention.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my

attention in connection with the accounts.

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:



Chloe Hawkins ACMA, CGMA
For and on behalf of CH Accounting Solutions Ltd

Date: 11th June 2026

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2026

Receipts and Payments Account

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2026 £	Total Funds 2025 £
RECEIPTS							
Donations and Legacies	3a	7,026	-	37,571	-	44,597	34,115
Activities for Generating Funds	3b	-	-	-	-	-	-
Income from Investments	3c	87	-	-	-	87	-
Charity Activities	3d	-	-	-	-	-	-
Other	3e	-	-	13	-	13	-
Total Receipts		7,113	-	37,584	-	44,697	34,115
PAYMENTS							
Raising Funds	4a		-	-	-	-	84
Charity Activities	4b	2,066	-	43,540	-	45,606	15,202
Other	4c	2,414	-		-	2,414	11,006
Total Payments		4,480	-	43,540	-	48,020	26,292
Excess of Receipts over Payments		2,633	-	(5,956)	-	(3,323)	7,823
Transfer between Funds		-	-	-	-	-	-
Net Movement for the year		**2,633**	-	**(5,956)**	-	**(3,323)**	**7,823**
Cash at Bank and in Hand at 06th April 2025	5	6,564	-	7,077	-	13,642	5,819

Cash at Bank and In Hand at 05th April 2026	**5**	**9,197**	**-**	**1,122**	**-**	**10,319**	**13,642**

Statement of Assets and Liabilities

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2026 £	Total Funds 2025 £
Cash Funds	5	9,197	-	1,122	-	10,319	13,642
Other Monetary Assets *(due to LDCOS)*		-	-	-	-	-	-
Liabilities *(owed by the LDCOS)*		-	-	-	-	-	-

The notes on the following pages form part of these accounts

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 2026

RECEIPTS	3	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2026 £	Total Funds 2025 £
Donations and Legacies							
Voluntary Receipts	3a						
Regular giving (gift aided)		1,460	-	-	-	1,460	1,455
Regular giving (non gift aided)		525	-	-	-	525	485
All other giving and voluntary receipts including special appeals		559			-	559	231
Gift Aid Recovered		380	-		-	380	516
Other(internal tfs)		4,103	-		-	4,103	8,520
Grants (recurring and one-off)		-	-	37,571	-	37,571	22,908
		7,026	**-**	**37,571**	**-**	**44,597**	**34,115**
Activities for Generating Funds	3b						
Other Fundraising Activities		-	-	-	-	-	-
		-	-	-	-	-	-
Receipts from Investments	3c						
Bank Interest		87	-		-	87	
		87	**-**	**-**	**-**	**87**	
Charity Activities	3d						
Other trading activities (magazine, bookstall etc)		-	-	-	-	-	-
		-	-	-	-	-	-
Other Receipts	4e						
Other		-	-	13	-	13	-
		-	-	**13**	-	**13**	-
Total Receipts		**7,113**	**-**	**37,584**	**-**	**44,697**	**34,115**

Lichfield District City of Sanctuary

Financial Statements for the Year Ended 5th April 2026

PAYMENTS	4	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2026 £	Total Funds 2025 £
Raising Funds	4a						
Costs of Generating Funds							
Costs of Fund Raising			-	-	-	-	84
		-	-	-	-	-	**84**
Charitable Activities	4b						
Refugee Support							
Refugee Support - training			-	38,421	-	38,421	950
Refugee Support - chattels			-		-	-	
Refugee Support - utilities		-	-	-	-	-	-
Refugee Support - trips/events/groups		1,653	-	1,800	-	3,453	11,556
Charity Running Expenses						-	
Bank charges			-	-	-	-	
Administration/Salaries			-	3,319	-	3,319	2,255
Insurance		413	-	-	-	413	373
Volunteer travel exps			-	-	-	-	68
		2,066	-	**43,540**	-	**45,606**	**15,202**
						-	
Other Payments inc donations	4c	416				416	50
Room Hire/storage/refreshments		1,159	-		-	1,159	1,280
Marketing/advertising/printing		293				293	370
CAPEX						-	299
Other inc int tfs		547				547	9,007
		2,414	-	-	-	**2,414**	**11,006**
						-	
Total Payments		**4,480**	-	**43,540**	-	48,020	**26,292**

5 Cash at Bank and in hand

	Unrestricted £	Designated £	Restricted £	Endowment £	2026 Total £	Total 2025 £
Lloyds Current Account	9,197	-	1,122	-	10,319	
Petty Cash		-	-	-	-	
Total	**9,197**	**-**	**1,122**	**-**	**10,319**	**-**

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	**6,564**	**7,113**	**(4,480)**	**-**	**9,197**
Designated Funds	-	-	-	-	-
Restricted Funds	**7,078**	**37,584**	**(43,540)**	**-**	**1,122**
Endowment Funds	-	-	-	-	-
Total Funds	**13,642**	**44,697**	**(48,020)**	**-**	**10,319**