

**LAY COMMUNITY OF ST BENEDICT**

**Company limited by guarantee**

**TRUSTEES' REPORT AND UNAUDITED ACCOUNTS**

for the year ended 30 April 2025

Charity registration 1100638

Company registration 4838564

## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees who held office during  
the period ended April 2025

Aidan Hughes (elected Dec 2021)  
Anne Heslop (elected Nov 2022)

Hugh Comerford (elected Nov 2022)  
Laurence Pearce (resigned secretary & treasurer Nov 2024)  
Stephen Serpell (resigned chair Nov 2024)  
Adam Simon (co-opted Nov 2020 and annually thereafter)  
Fr Chris Dobson (elected Dec 2021)  
David O'Leary (elected Nov 2023)  
Patrick Cleary (elected chair Nov 2024)  
Charles Wookey (elected Nov 2024)

Secretary & Treasurer

Charles Wookey, appointed Nov 2024, taking over from  
Laurence Pearce

Administrator

Sharon Power taking over from Peter Agius

Charity number

1100638

Company number

4838564

Principal address

17 Edburton Avenue, Brighton, BN1 6EJ

Registered office

17 Edburton Avenue, Brighton, BN1 6EJ

Independent examiner

Adrian Radford  
7 Curbey Close West Chiltington RH20 2HU

Bankers

CAF Bank  
PO Box 289  
West Malling Kent ME19 4TA

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## TRUSTEES' REPORT

### FOR THE YEAR ENDED 30 APRIL 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006 present their report and accounts for the year ended 30 April 2025.

The accounts have been prepared in accordance with the accounting policies set out in Note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, applicable law and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland(FRS102)(effective 1 January 2015), the Charities SORP(FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland(FRS102), the Companies Act 2006 and the Charities Act 2011.

#### LCSB's objects

LCSB is a company limited by guarantee and was incorporated on 19 July 2003. It then applied for and was granted charitable status. Its charity registration number is 1100638. The principal activity of LCSB is the promotion of Benedictine spirituality and its values of prayer, service, and hospitality in stable community.

#### Governance

The community is led, in partnership with a Council, by a member, called the Leader of the community. This role is to collaborate with the council and the community in discerning the strategic direction of the LCSB, to work for the spiritual wellbeing of all members and the community, to inspire members of the community to deeper spiritual commitment and to represent the community to both its members and the outside world. The current leader, Adam Simon, has declined an honorarium, and has been co-opted as a Trustee.

#### The Trustees

The Trustees are the trustees of the LCSB as a charitable body, reporting as appropriate to the Charities Commission, and also the directors of LCSB Limited, reporting to the Registrar of Companies. They are primarily concerned with legal and regulatory compliance and the submission of the statutory annual report and accounts. Together with the Leader and Council Trustees deal with employment and contractual issues, data protection, ensuring adequate safeguarding, and taking major financial decisions.

Trustees generally serve for three years but may be re-elected for a further three years. The Council puts forward nominees for consideration for vacancies but election is by the Trustees.

At the Trustees AGM in November 2024. Laurence Pearce resigned as a trustee and as secretary and treasurer and Stephen Serpell resigned as chair of trustees. They were replaced by Charles Wookey as secretary and treasurer and Patrick Cleary as chair of trustees.

During the period under review the progress of the Development Plan continued to be monitored. In addition, there was a rolling review of policies and an annual update to the Risk Register of possible threats to the organisation.

Training in the duties and responsibilities of Trustees and company directors is an on-going process.

The Trustees are satisfied that the financial reserves held by the organisation are at an appropriate level to maintain continuity even in the event of a major interruption to income streams, and are in line with our reserves policy. They do not seek to increase them further.

No Trustee is paid for their services as a trustee.

As in previous years the Safeguarding Officer, Emily Willetts, has reviewed the Safeguarding policy and training requirements. As a result, all officeholders and leaders have received formal safeguarding training. In January 2025, the deputy Safeguarding Officer Katharine McDevitt took over the role of Safeguarding Officer.

#### Achievements and performance



## LAY COMMUNITY OF ST BENEDICT

### Finance

The LCSB is funded essentially by donations from members.

**Review of financial position:** for the year covered by these accounts the LCSB has run a deficit of £21,540 (as against a deficit of £7,153 in the preceding period), as shown in the Statement of Financial Activities below.

Expenditure on Youth Development increased to £24,985 (as against £19,065 in 2024).

During the period under review, there have been a number of changes in the administrative roles: LCSB continued to employ an Administrator on a part-time basis for 14 hours a week, and created a new role of Website Administrator who does 7.5 hours per week. The Administrator and Website Administrator have permanent signed contracts, and report to Adam Simon.

In addition, there is a role of Discipleship and Digital Coordinator, reporting to Adam Simon. This role is undertaken by Jerome Beards who is being employed on a second twelve-month contract until the summer of 2025.

### New Members

New members result from enquiries from friends of members, from the website and from the reaching of age 16 of family members. There is a period of formation supported by a companion that may proceed after about a year to full membership, marked by making a promise at a ceremony.

Largely as a result of the Development Plan, the number of members during the year under review has increased from 214 to 222.

Enquiries received by the Outreach Team have maintained consistent levels, mainly from the website and the personal contact of members.

**Council and Organisational Framework:** there is a cycle of four Council Meetings, linked with twice a year Trustee meetings and Team Leaders' meetings, devised to maximise the use of peoples' time and minimise travel expenses. All meetings in the period under review were conducted either by Zoom or were hybrid meetings, partly by Zoom and partly in person.

Members are encouraged to be in at least one of a large number of teams: Chaplaincy, Enquirers, Formation and Spirituality, Guest Master, Summer Gathering, Easter, Communications and Web, Liturgy and Music, Community Outreach, Listen, Projects, Fund-raising and Youth.

Currently, 93 members are actively involved in the work of teams, or on council or as trustees.

The Leader is elected by members of the Community every three years and the current leader's three-year term was renewed at the Tractatus at the 2023 Summer Gathering and AGM for a second period of three years and will run until summer 2026.

Our mission is to:

- Nurture the spiritual life of members, rooted in prayer, work, the Gospel and the Rule of St Benedict
- Act joyfully as missionary disciples, going out as individuals and community to those in need
- Be a beacon of inclusion
- Encourage young people into the knowledge and love of Christ.

A brief overview of the year's activities:

- The core activity of the Community is a daily routine of online prayer, now five times a day and supplemented by regular formation meetings during the week, and an ecumenical service on Sunday evenings.
- LCSB roles: The LCSB Administrator had a period off sick from June 2024 and on his return to activity in March 2025, took on a new role as Website Administrator. Emily Westlake left her job this year, and was replaced by Sharon Power, who is now in the Administrator role.
- A new role was created in April 2025 – Head of Communications and the jobholder is Lucy Jardine (as of June 2025).

## LAY COMMUNITY OF ST BENEDICT

- In Summer 2023 a new updated Development Plan for the next three years was presented to Council, Trustees and the AGM. This was adopted and is currently being implemented. The Community continues to invest in the Discipleship and Digital Coordinator role, a Families and Teens programme, and subsidies to young people to allow them to attend our events, as well as Formation for members. In autumn 2024, the Council and Trustees decided to launch a fundraising plan in order to make the funding for this Development Plan sustainable beyond 2026. The original plan was expected to reduce our financial reserves to circa £60,000 by 2026, but beyond that the Community would have continued to deplete reserves. The Fundraising was launched on 8 February at an EGM, and was closed on 5 March. In that time members pledged an extra £17,000 donations per year, which means that we are on track to achieve £60,000 per year in donations (including Gift Aid).
- As a result of the 2020 and 2025 Appeals for increased income to fund the Development Plan, donations of £14,258 (as against £10,854 in 2024) before Income Tax Reclaimable were received in the year under review.
- The LCSB participates as a member of Worth Pilgrims which was set up in January 2022 by Abbot Mark Barrett.
- Members meet regularly in person, at two major community events, Easter and the Summer Gathering, and at many regional and local groups.
- The post of Discipleship and Digital Coordinator, which was originally partly funded by the Porticus grant, is now wholly funded from LCSB funds.
- The current post-holder, Jerome Beards, is completing his second year in post and is making a significant contribution to the life of the community, supporting our young adults group and producing podcasts and other digital outputs. He is continuing the practice of Lectio Divina in the community by running two weekly sessions, one of them for our young people.
- In July 2024 the Community launched its second, 'St Benedict's Week'. This is a medley of talks, podcasts, prayer and community gatherings to raise awareness about St Benedict's life and teaching. Keynote speakers included Dr Rowan Williams, and activity on our website tripled in the month of July, as a consequence.
- At the 2024 Summer Gathering there were 187 attendees.
- The Easter Triduum 2025 took place as usual at Cefn Lea in North Wales with a record number of attendees - 130 members and their families attended in person. The speaker was Fr Peter Andrews, a retired priest from the Diocese of Arundel & Brighton.
- LCSB Policies: Council and Trustees reviewed the LCSB's policies during the year: some were updated and others added to ensure suitable coverage of all necessary areas.

### Basis of preparation of this report

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. The Trustees' Report was approved by the Board of Trustees on 22 November 2025.

Trustee and Director Patrick Cleary (Signed)

Patrick Cleary (Print Name)

Trustee and Director Charles Wookey (Signed)

Charles Wookey (Print Name)



## LAY COMMUNITY OF ST BENEDICT

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the Lay Community of St Benedict (LCSB) for the year ended 30 April 2025, which are set out below.

#### Responsibilities and basis of report

As the Trustees of the LCSB (and also its directors for the purposes of Company Law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the LCSB are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act.

#### Independent examiner's statement

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

1. Accounting records were not kept in respect of the LCSB as required by section 386 of the 2006 Act, or
2. The accounts do not accord with those records, or
3. The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination, or
4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the U.K and republic of Ireland (FRS 102).

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:



Dated: 22 November 2025

A Radford, Chartered Accountant

7 Curbey Close West Chiltington RH20 2HU

# LAY COMMUNITY OF ST BENEDICT

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 APRIL 2025

	Not es	General funds £	Restricted funds £	Total 2025 £	Total 2024 £
<b>INCOME FROM:</b>					
Donations (all) General Fund	2	18,893		18,893	20,551
Donations (all) Development Appeal	2	14,258		14,258	10,854
Donations (Youth Development fund)	2		2,244	2,244	1,994
Donations (Good Works fund)	2		180	180	180
Fundraising Activities		44		44	185
Gift Aid refund (General/Development)		6,782		6,782	5,731
Gift Aid refund (Youth Dev fund)			481	481	436
Gift Aid refund (Good Works fund)			45	45	45
Gross income from all events	4	43,360		43,360	40,151
Investment income	3	2,373		2,373	2,559
<b>Total</b>		<b>85,710</b>	<b>2,950</b>	<b>88,660</b>	<b>82,686</b>
<b>EXPENDITURE ON:</b>					
<b>Charitable activities</b>					
Direct Charitable activities	5	85,215	24,985	110,200	89,839
<b>TOTAL:</b>		<b>85,215</b>	<b>24,985</b>	<b>110,200</b>	<b>(7,153)</b>
<b>NET INCOME</b>		495	(22,035)	(21,540)	<b>(7,153)</b>
Transfer between funds		(22,260)	22,260	0	0
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		(21,765)	225	(21,540)	<b>(7,153)</b>
<b>RECONCILIATION OF FUNDS:</b>		87,139	3,553	90,692	97,845
Opening fund balances					
<b>CLOSING BALANCES</b>		<b>65,374</b>	<b>3,778</b>	<b>69,152</b>	<b>90,692</b>



# LAY COMMUNITY OF ST BENEDICT

## BALANCE SHEET

AS AT 30 APRIL 2025

	Notes	30.04.25	30.04.24
		£	£
<b>Current assets</b>			
Debtors	11	12,744	7,464
Cash at bank and in hand		85,726	92,439
		<u>98,470</u>	<u>99,903</u>
<b>Creditors: amounts due within one year</b>	12	(29,318)	(9,211)
		<u>69,152</u>	<u>90,692</u>
<b>Current Net assets</b>			
		<u>69,152</u>	<u>90,692</u>
<b>Total assets less current liabilities</b>			
		<u>69,152</u>	<u>90,692</u>

  

		30.04.25	30.04.24
		£	£
<b>Funds</b>	13		
<b>Unrestricted funds</b>			
General fund		65,374	87,139
<b>Restricted funds</b>			
Youth Development fund		3,778	3,553
Good Works fund		<u>69,152</u>	<u>90,692</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 April 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The accounts were approved by the Board of Trustees on 22 November 2025

Trustee and Director Patrick Cleary (Signed)

Patrick Cleary

Trustee and Director Charles Wookey (Signed)

Charles Wookey

## LAY COMMUNITY OF ST BENEDICT

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2025 (comparatives are for the 12 months ended 30 April 2024)

### 1 Accounting policies

#### 1.1 Basis of preparation

The accounts have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1<sup>st</sup> January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

- 1.2 At the time of approving the accounts the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Therefore the trustees continue to adopt the 'going concern' basis of accounting in preparing these accounts.

#### 1.3 Income

Donations and similar incoming resources are included in the period in which they are received.

#### 1.4 Expenditure

Expenditure is included when incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities.

Support costs include office running costs as well as staff costs. They also include the governance costs associated with meeting the constitutional and statutory requirements of the charity.

#### 1.5 Tangible fixed assets

Only assets costing more than £250 are capitalised.

#### 1.6 Taxation

The charity is exempt from Corporation Tax on its charitable activities.

#### 1.7 Fund accounting

Unrestricted Funds can be used for any charitable objectives at the discretion of the Trustees.

Restricted Funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular purposes.

# LAY COMMUNITY OF ST BENEDICT

2	Donations summary	2025	2024
		£	£
		18,893	20,551
	General Fund		
		14,258	10,854
	Development Fund		
		2,244	1,994
	Youth Development Fund		
		180	180
	Good Works Project Fund		
		35,575	33,579
	Total		

2a **Youth Development Fund**  
Fund set up in 2005/6 to support work for young people.

2b **Good Works fund**  
Fund set up in 2005/6 to support specific 'Good Works' in accordance with the objects of LCSB (with special focus on support for the sick, and for works of education and training).

3 **Investment income**  
Investment income consists of Bank interest amounting to £2,373 (as against £2,559 in 2023/4).  
As a result of the increased deficit for the year, the sum of £50,000 which was on deposit at the end of 2023/2024, is now, at the end of 2024/2025, the sum of £35,000.

4 **Incoming resources from charitable activities**  
During the year under review the Easter celebrations were again conducted physically at Cefn Lea.  
Income from the event was £21,122 (as against £17,430 for Easter 2024).  
During the year under review the income from all other events was £22,238 (as against £22,721 in the period ended 30 April 2024).



## LAY COMMUNITY OF ST BENEDICT

### 5 Charitable Activities Costs and Support costs

	Note	Direct costs	Support costs	Totals
		£	£	£
Payments for services from employees	8		29,738	29,738
Office, Website, Governance Costs			7,685	7,685
Gross costs of all events	9	47,792		47,792
Youth work	10	24,985		24,985
		<u>72,777</u>	<u>37,423</u>	<u>110,200</u>

### 6 Net income

Net income is stated after charging

	2025	2024
	£	£
Independent examiners fees	57	57

### 7 Trustees Remuneration and benefits

None of the Trustees / Directors of LCSB (and no person connected with any of them) received any remuneration from LCSB during the year.

Travel and meeting expenses are included in Governance Costs, some of which have been reimbursed by LCSB to Trustees and Council members.

### 8 Payments for services and honoraria and youth development project work

Payments for services represent salary payments under permanent contracts for the part-time services of an Administrator, Bookings/Finance Administrator and a Communications Officer, plus one sixth of the personnel costs of a Discipleship and Digital Coordinator.

No honorarium payments to the Leader were made during the period.

LAY COMMUNITY OF ST BENEDICT

9 **Easter and formation weekends and related expenses**

During the year under review the planned celebration of Easter 2025 again took place 'physically' at Cefn Lea. Total costs were £23,022 (£21,233 in 2024) before income and subsidies.  
The deficit for the event was £1,900 (£3,833 in 2024).

During the year under review the costs of other events and related expenses paid from the General Fund were £24,770 (and in the period ended 30 April 2024 were £22,423).

10 **Youth work from LCSB funds**

A total of £24,985 was spent during the year (£19,065 in 2024).

The main heading of expenditure was as follows:

Discipleship and Digital Coordinator - five sixths of salary costs	£14,141	£13,801 in 2023/24
Youth & Families Co-ordinator	£ 8,104	

11 **Debtors**

The Debtors as at the Balance Sheet date are made up as follows:

		2025	2024
		£	£
Gift Aid Tax Relief	General Funds	6,782	5,731
	Youth Development Fund	481	436
	Good Works Fund	45	45
		<u>7,308</u>	<u>6,212</u>
Other		5,436	1,252
Total		12,744	7,464

## LAY COMMUNITY OF ST BENEDICT

### 12 Creditors

The creditors as at the Balance Sheet date are made up as follows:

	2025	2024
	£	£
Easter 2024 costs	22,228	808
Other	7,090	8,403
<b>Total</b>	<b>29,318</b>	<b>9,211</b>

### 13. Movements of Funds

	Opening Balance 01.05.24 £	Income £	Expenditure £	Transfers £	Closing Balance 30.04.25 £
<b>General Fund</b>	87,139	85,710	(85,215)	(22,260)	65,374
<b>Restricted Funds</b>					
Youth Development Fund - LCSB	0	2,725	(24,985)	22,260	0
Good Works Fund	3,553	225			3,778
	3,553	2,950	(24,985)	22,260	3,778
<b>Total Funds</b>	90,692	88,660	(110,200)	0	69,152

#### Youth Development Fund- Other

Fund set up in 2005/6 to support work for young people.

#### Good Works fund

Fund set up in 2005/6 to support specific 'Good Works' in accordance with the objects of LCSB (with special focus on support for the sick, and for works of education and training).



# LAY COMMUNITY OF ST BENEDICT

## 14. Analysis of Net Assets between Funds

	Debtors	Cash at Bank	Creditors	Total
	£	£	£	£
<b>General Fund</b>	12,699	81,993	(29,318)	65,374
	12,699	81,993	(29,318)	65,374
<b>Restricted Funds</b>				
Youth Development Fund - LCSB	0	0	0	0
Good Works Fund	45	3,733		3,778
	45	3,733	0	3,778
<b>Total</b>	<b>12,744</b>	<b>85,726</b>	<b>(29,318)</b>	<b>69,152</b>