



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01.01.2022 To 31.12.2022

Charity name: St Peter's Foundation

Charity registration number: 1169636

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	St. Peter's Foundation offers and supports intentional communities within parish settings in the Diocese of Exeter which promote Christian vocation. Currently, we provide Intern opportunities in the Seaside Parish of Malborough, Salcombe and South Huish for young adults, where they can live in a Benedictine style community, act as pastoral assistants, study theology and work in the service industry.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Two Interns were resident in the Community house during the year and were fully involved in the work of the Seaside Parish, which covers Galmpton, Hope Cove, Malborough and Salcombe in South Devon. They attended and participated in Services and increasingly led Worship in Services of the Word and Matins. They assisted the Clergy by serving and were vergers for weddings and funerals. They worked pastorally in the Parish, with Malborough Primary School and with some housebound and ill Parishioners. One of the Interns worked at the Kingsbridge Food Bank. Twice during the year, Ordinands in training at Theological Colleges, were also resident at the Community House as part of their Ministry Experience.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have regard to the guidance issued by the Charity Commission on Public Benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	The Charity does not make any grants
Contribution made by volunteers	Para 1.38	Some house and garden maintenance is undertaken by volunteers
Other		The cost of the Annual Lunch is donated to the Charity.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The work of the Charity has enabled two young people to experience Community and Parish Life each for a period of a year. The Parish has been enriched by their youthful presence and interest and enquiring minds. One Intern has since started a three year Theological Training and the other returned home to complete his Ordinand Training and has now been ordained Deacon.</p> <p>The Interns' work within the Parish has been appreciated by both the Parishioners and the wider community.</p> <p>The visiting Ordinands/Clergy in Training, who have stayed for short periods, have brought fresh ideas and added perspective and challenge to our usual understandings.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	The Scheme has achieved its object with regard to involvement in Parish Life but during the last year did not fully achieve its object with regard to Common Life within the house where both Interns were living.
Performance of fundraising activities against objectives		Funds were raised from the public and grants were made by the Diocese of Exeter under The Church of England Ministry Experience Scheme. The funds raised and

set	Para 1.41	donated did not fully cover the cost of the scheme.
Investment performance against objectives	Para 1.41	The Foundation does not make any investments.
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has adequate funds to maintain its property at Swallows Nest, Lower Town Malborough but does not at present have sufficient funds to support Interns.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves of the Charity are its Bank Balance. The Charity will hold sufficient reserve to match its commitment to maintain the house and support Interns and Visitors.
Amount of reserves held	Para 1.22	The Balance at the Bank at the year end was £11,472.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Providing sufficient reserves are held before commitments are made then there are no concerns about the Charity as a going concern.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Charity holds a fundraising lunch annually to which the public is invited and presentations about the work of the Foundation are made by the Chaplain and serving Interns. This gathering encourages those attending to make donations. Parishioners and contacts of parishioners also make donations. The Church of England provides funds to support the scheme when Interns are in residence, under the Ministry Experience Scheme. The Charity receives funds, under the Feed in Tariff Scheme, from Solar Panels on the roof of the house. Funds from Verger duties performed by the Interns are paid into the Charity. Repayments from HMRC by Gift Aid supports the work of the Charity. At present the house has been let, under a tenancy agreement, for a period of 19 months in order to raise funds to maintain the house and build up reserves so that Interns can return in September 2024.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	The Interns do not personally contribute to the funding of the scheme and so the accommodation and board costs are borne by the Charity. A possible withdrawal of financial support from the Church of England Ministry

		Experience Scheme. Maintenance costs of the house. Rising Utility Bills.
Reports		<p><u>Chair of the Foundation Report</u></p> <p>Since our last AGM, one Intern has returned to America to continue theological training and the other has started theological training at Westcott House, Cambridge. You will see Judy Bayley, our St Peter's Foundation Mentor and Church Warden, has written a full report on all the Interns progress whilst with the foundation, and with their ongoing journeys to become Ordained. My fellow trustees and I have had many meetings deliberating the future of the foundation. Firstly, we are having to scrutinise the budget and how we offer the St Peters Foundation internship to future applicants. It is a work in progress to which we are all dedicated.</p> <p>On a positive note, we made the decision to rent Swallows Nest which has given us the opportunity to take a year out and replenish the funds for the future of St Peter's Foundation. We will also use this time to put a financial formula together to offer to the new interns. The need to investigate all avenues as to where we should reach out to attract Interns to the Foundation is our priority. Our Chaplain Father Daniel is re designing the Foundation's Web Site and any advertising material which is needed. Judy Bayley, Mentor and Church Warden, is focusing on putting a complete schedule together which will detail the role of the internship.</p> <p>After the last Intern left at the end of September, whilst the house was vacant and before we took tenants, we decided it would be a good time to deep clean and thoroughly sort out all the contents of the house. When we took ownership of the house, it was fully furnished and equipped fully with utensils, laundry, ornaments, tools etc. We had had good intentions of doing this before, but with the pandemic and always having Interns there was never a good time. I would like to thank Tim, Judy & Gill who helped enormously with this task. We are now in possession of a full inventory. We have updated some of the furniture, so it meets the required fire safety regulations, and we took the opportunity to fix any snags that were pending. I am sure my fellow trustees feel the same as</p>

I, "that it was a job well done".

David Stevens retired last year as Treasurer we thank him for his past commitment to the Foundation and wish him well in his retirement.

I am so pleased to announce that Tim Bayley has now taken over the position of Treasurer. Tim, may I thank you personally for your generous input and your attention to detail you have been a great support to The Foundation. Tim has produced the year-end financial statement which I will allow him to explain in full. St Peters Foundation has had another memorable year. We have enjoyed seeing our Interns interact with the community and grow within the church.

Our mission now is to drive the foundation forward to inspire young adults to experience the work of the Church whilst living amongst the community.

Jane Tyler [Chair]

10th May 2023

Church Warden's Report

Two Interns completed their year at the Foundation and remained at Swallow's Nest until the summer of 2022. They continued to participate in services, and increasingly led worship, in both Services of the Word and Matins. They also helped the clergy by serving and were vergers for weddings and funerals. They both worked pastorally in the Parish, with Malborough School and with some housebound and ill Parishioners. One continued to work at the Kingsbridge Food Bank. One returned to the USA in early July, to start a final year's Ordinand training in a Seminary in Wisconsin.

The other Intern worked hard during her year's ministry experience at St Peter's Foundation towards her BAP (Bishop's Advisory Panel) which she needed to pass to be able to train for the Ministry in the UK. She had to take an exam in English (which she had taught herself) prior to her selection. She was successful with her BAP application and was offered a place at Westcott House, Cambridge, to study for 3 years. She had further hoops to jump to get her Visa, which arrived at the last moment, on the day she left Swallow's Nest to go to Cambridge. She has settled well and is enjoying Cambridge, the academic work, and especially being able to hold different views to other people, and that difference being respected.

At Easter 2022 an Ordinand and his wife and

	<p>three children stayed in Swallow's Nest for two weeks, as part of his Ministry experience. In the summer, for the same reason, two more visitors also came to stay, both being in theological training at Ridley College, Cambridge. Getting to know visiting clergy in training and hearing their fresh ideas, can add a new perspective and challenge to our usual understandings.</p> <p>One Intern returned to Salcombe for 2 weeks over Easter 2023, and, during Holy Week, took 2 services of Compline, one at Malborough and one at Salcombe, and served at the Maundy service at Galmpton. She also helped at the Dawn Service at North Sands on Easter Day, and served at the Easter morning service at Salcombe. She managed to see many of the friends she had made during her time here, and is coming back to Salcombe over the summer. We have been very blessed with our Interns so far, and we are using the next 18 months to replenish our funds. Based on the feedback from the Interns, we are looking at new ways of attracting young people interested in discerning their vocations, and structuring the Intern programme. We are looking forward to being able to take new Interns in the Autumn of 2024.</p> <p>Judy Bayley [Church Warden]16th May 2023</p> <p><u>Chaplain's Report</u></p> <p>As 2023 speeds up I am minded that the Autumn will soon be upon us and this will be the opportune time to look at what internship recruitment and the Swallow's Nest Community will be like as a whole? What lessons have we learnt and what do we aspire for the community? I know that our conversations as Trustees have been very productive so far and each of us has a good idea of how the programme can be improved.</p> <p>It strikes me that the future community will need more guidelines to avoid a tendency for individuals to "do their own thing". Expectations need to be managed on both sides and a rule of life coded from the start. Indeed, all of this needs to be fashioned <i>before</i> the recruitment process, so that participants are absolutely clear what is expected. Here below are some of my initial thoughts which focus on the common life:</p> <p>Common Worship</p> <p>The community should do daily morning and evening prayer in a manner which is accessible and where leadership is</p>
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		<p>shared out.</p> <p>Common Table</p> <p>The new community must work together for set mealtimes and not do their own thing. This should include budgeting, purchasing, cooking and cleaning up. Mealtimes should be more than just refuelling but a time for conversation.</p> <p>Common Mind</p> <p>Interns need to work together to engage with a common vision for the Community and the Parish Church. This includes sitting down and discerning together how their time and energies can best be used.</p> <p>Accountability</p> <p>I would also say that set work, especially written and pastoral tasks, needs to be done on time and not just conveniently forgotten or rushed.</p> <p>These four examples above, to me demonstrate that we are looking for devout young adults who have above average qualities and realise that the year before them is something that they have to proactively work at, and by implication, do not expect the Vicar and the Trustees to offer an exhaustive micromanagement.</p> <p>Safeguarding and Christian Ethos</p> <p>I am minded that the Seaside Parish needs to create a Christian Ethos policy for every Christian body that works with it. St Peter's Foundation should sign up to this and make agreeing to this ethos mandatory to successful applicants. Basically, we need to have people agreeing that any ministry conducted in the name of the Church and the Vicar must be done to a certain standard and be sympathetic to the Anglican context. Likewise, Safeguarding training should be initiated within the first week of coming into Swallow's Nest and not midway. Participants need to understand the dangers of spiritual abuse, which, in particular, are heightened in a small house community where individuals can easily become "little gods".</p> <p>Future Implications</p> <p>Clearly financially we will need to carefully think how this is done. There are a number of options which the Trustees can explore. My personal frustration with the Ministry Experience Scheme remains. My first issue is that most of the applicants that came via MES were problematic and not suitable. The</p>
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second issue is that the MES does not allow us to take money or charge the applicants for the year and therefore we are constrained in what we can do.

There is work to be done to develop St Peter's and although there are niggles I am also impressed by the wonderful fruit of our labours. Since 2016 we have been truly blessed and enriched. There is much to be celebrated.

Rev Daniel A. French 20th May 2023

Financial Notes for the Trustees of St Peter's Foundation 2022

The accounts show that the income for 2022 was £6,829 but expenditure, with 2 Interns for the first 6 months and then 1 Intern for a further 3 months, was £14,728. Although Swallows Nest [SN] was unoccupied for the last 3 months of 2022, some expenditure such as Insurance for the Trustees and SN and maintenance of the house has continued.

Donations

Donations in 2022 appear down but £3,520 from the Diocesan Ministry Experience Scheme [DMEF] for the 2021/2022 Interns was donated in 2021.

Gift Aid Repayments

Gift Aid Repayments in 2021 from HMRC refer to personal donations made in 2020.

Income from Solar Panels

The income from the Solar Panels included back payments from the time SN was first taken over by the Foundation. In a normal year the income is likely to be £1,200. This is retained by the Foundation, but occupants can use electricity whilst it is being generated [ie before it goes off to the National Grid] at no cost.

Utilities

The outstanding Water bill on 27.10.2022 was £1,015, this was to be paid in arrears by direct debit, the first payment of £90 was taken in December 2022.

Council Tax

The Council Tax was much lower for 2022, because in 2021, there was tax owing from 2020, and then SHDC did not charge the Foundation when the house was unoccupied from Oct - Dec 2022.

Food

Expenditure on food was lower in 2022, because there were two Interns, one for 6 and one for 9 months, whereas there were Interns in the house for the whole of 2021.

Interns Allowances

A payment of £3,520 was paid to the

		<p>Foundation from the DMES for the year for the two 2021/2022 Interns. The sum paid as a personal allowance to the two Interns was £6,250 during their Internship.</p> <p>Sundries This was high in 2021 because of payment for a new mattresses, mattress covers and a headboard.</p> <p>Future Expenditure The Fire Alarms at Swallow's Nest need updating [est. £500] and the exterior of the house needs painting to maintain its good condition.</p> <p>The Accounts have not been Independently Examined or Audited as the Charity's Income was below £25,000.</p> <p>R. Timothy L Bayley [Treasurer] 17th May 2023</p>

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The Charity is a Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	New Trustees are appointed for a term of 3 years after a resolution passed at a properly convened meeting of the charity Trustees. In selecting individuals for appointment the charity Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. All Trustees can become a Trustee only after approval of the Bishop of Exeter. There should be a minimum of three and a maximum of seven Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Trustees are given a copy of the Constitution and a copy of the latest Trustee's Annual report and Statement of accounts.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity is free standing but is recognised by the Church of England under its Ministry Experience Scheme. The Charity is recognised by the HM Government Visa and Immigration Service as a sponsor for Religious Worker Visa [Temporary Worker]
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	St Peter's Foundation
Other name the charity uses	
Registered charity number	1169636
Charity's principal address	Holy Trinity Church, Church Street, Salcombe, Devon TQ8 8DH

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Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Jane Tyler	Chair		
2	Daniel French	Chaplain		
3	Gill Barnard	Secretary		
4	Judy Bayley	Church Warden		
5	Elizabeth Anderson	Representative of Diocese of Exeter		
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19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Treasurer	R T L Bayley	Tumblehome, 1 Coronation Road, Salcombe, Devon TQ8 8EA

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Jane Tyler</i>	<i>Judith M Bayley</i>
Full name(s)	Jane Tyler	Judith Mary Bayley
Position (eg Secretary, Chair, etc)	Chair, St Peter's Foundation	Churchwarden
Date	18/07/2023	



CHARITY COMMISSION
FOR ENGLAND AND WALES

St Peters Foundation

No (if any)
1169636

Receipts and payments accounts

CC16a

For the period
from

Period start date
01.01.2022

To

Period end date
31.12.2022

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	3,500	-	-	3,500	-
Gift Aid Repayments	251	-	-	251	-
Fund Raising	640	-	-	640	-
Verger Fees	225	-	-	225	-
SSE Solar Panel Income	2,117	-	-	2,117	-
Petty Cash Returned	97	-	-	97	-
Sub total (Gross income for AR)	6,830	-	-	6,830	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	6,830	-	-	6,830	-
A3 Payments					
Water and Sewerage	90	-	-	90	-
Lighting & Heating	2,418	-	-	2,418	-
Insurances	1,065	-	-	1,065	-
TV Licence	159	-	-	159	-
Council Tax	1,959	-	-	1,959	-
Broadband & Phone Line Rental	421	-	-	421	-
Food	2,461	-	-	2,461	-
Interns Allowances	4,000	-	-	4,000	-
Repairs and Maintenance	667	-	-	667	-
Motoring Expenses	1,047	-	-	1,047	-
Airbnb [Accommodation]	271	-	-	271	-
Sundries	171	-	-	171	-
Sub total	14,729	-	-	14,729	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	14,729	-	-	-	-
Net of receipts/(payments)	- 7,899	-	-	-	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 7,899	-	-	-	-

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	Lloyds Bank Balance	11,472	-	-
		-	-	-
		-	-	-
	Total cash funds	11,472	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets			Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Property - Swallows Nest, Lower Town, Marlborough, TQ7 3SE	625000	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		Jane Tyler	JANE TYLER	03/07/2023
		Daniel French	DANIEL FRENCH	05/07/2023