

**Report of the Trustees and  
Financial Statements  
for the Year Ended 31 March 2022 for  
The Association for Pastoral Supervision and Education CIO**

**Charity Number: 1181559**

**The Association for Pastoral Supervision and Education CIO**

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Year Ended 31 March 2022**

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## **The Association for Pastoral Supervision and Education CIO**

### **Report of the Trustees for the Year ended 31 March 2022**

The Trustees hereby present their report with the financial statements of the Charitable Incorporated Organisation for the year ended 31 March 2022.

#### **Trust Information, Structure, Governance and Management:**

**Constitution:** The Association was conceived in October 2008 and launched as an unincorporated association on 19 June 2009. The Association was granted registered charitable status as a charitable incorporated organisation on 14 January 2019 and is governed by its constitution.

**Registered Charity Number:** 1181559

**Trustees:** Trustees are proposed by, and generally from among, the membership of the Association. Appointment of trustees is by simple majority of the members of the Association voting in general meeting for a term of three years, one third of the board retiring by rotation each year. Trustees may be co-opted by the trustees from time to time but must stand for election at the next subsequent general meeting in order to continue in service. Trustees may stand for re-election providing they have not served three consecutive terms. The trustees during the period under review are:

Brenda Mosedale (Chair)  
André Groenewald (Secretary)  
Graham Thompson (Treasurer) (appointed 8 June 2021)  
Dawn Allison (appointed 8 June 2021)  
Sally Bubbers (appointed 8 June 2021)  
Sue Clements-Jewery (resigned 8 June 2021)  
Deanne Gardner  
Peter Gubi  
Sue Jeppesen (resigned 8 June 2021)  
Alison Mackay (appointed 8 June 2021; resigned 31 August 2021)  
Dave Martin (resigned 11 October 2021)  
Bill Mullally  
David Ryder  
David Sinclair (resigned 8 June 2021)  
Peter Wells (appointed 8 June 2021; resigned 13 January 2022)

**Correspondent:** Graham Thompson

**Address:** Cornerstone Cottage  
The Street  
Knapton  
North Walsham  
NR28 0AD

**Independent Examiner:** Sue Wintle  
27 Bascott Road  
Bournemouth  
Dorset BH11 8RJ

**Bankers:** Co-operative Bank plc PO  
Box 101  
1 Balloon Street  
Manchester M60 4EP

## **The Association for Pastoral Supervision and Education CIO**

### **Report of the Trustees for the Year ended 31 March 2022 Continued**

#### **Governance**

The Charitable Incorporated Organisation is run by the Trustees on a voluntary basis.

#### **Risk Management**

The Trustees are aware of their responsibility for managing risk and seek professional advice and, where appropriate, put insurance cover in place.

#### **Reserves**

The charity does not maintain reserves.

#### **Oversight**

The Trustees normally meet four times a year, to consider strategy and keep up to date through statistics and accounts. Subgroups meet on an ad hoc basis overseeing the following areas as trustees:

**Accreditation:** Brenda Mosedale, Dawn Allison

**Conference:** David Ryder, Sally Bubbers, Brenda Mosedale

**Finance and Governance:** André Groenewald, Brenda Mosedale, Graham Thompson, Dawn Allison

**Membership** (including regional and international groups): Dave Martin (resigned) Bill Mullally, Peter Wells (resigned)

**Training, Research and Publications:** Deanne Gardner, Peter Gubi, Sally Bubbers, Bill Mullally

#### **Objectives and Activities**

The object and principal activity of the Charitable Incorporated Organisation is for the advancement of education and the preservation and protection of good mental health by:

- Providing a system of accreditation for pastoral supervisors and educators in pastoral supervision;
- Supporting initiatives in the training of pastoral supervisors;
- Fostering groups for the support, accountability and continuing development of pastoral supervisors;
- Encouraging conversation amongst the various traditions and contexts of pastoral supervision and pastoral supervision education

#### **Achievements and Performance**

Membership increased to 280 members. The Conference in 2021 was held online with over 100 members attending and a theme of 'Identity – who do we think we are'. This has informed much of the trustees thinking over the past year. The Association continues to accredit members who demonstrate an understanding of and commitment to high standards of practice. During the year we accredited twelve further members, 10 at senior level bringing the total accredited membership to 60, 45 of which are at Senior level and 6 at educator level.

The Association continues to keep members informed through its website and online journal 'Apsical' which is usually circulated each quarter.

Networking and training opportunities are offered through regional groups meeting 3 to 4 times a year. These are in Scotland, East Anglia, North East, North West, Midlands, South-East, South West, All Ireland and an International group.

## **The Association for Pastoral Supervision and Education CIO**

### **Report of the Trustees for the Year ended 31 March 2022 Continued**

#### **Financial Review**

The financial statements have been subjected to an Independent Examination as they are exempt from the audit requirements of Section 144(2) Charities Act 2011.

In the year under review the charity received subscriptions from members of £10,035 (2021: £6,647), accreditation fees of £1,780 (2021: £1,350) with corresponding costs of £860 (2021: £610) and cash inflows from conference fees of £13,650 (2021: £3,145) and corresponding cash out flows of £2,438 (2020: £9,500). The charity also received donations of £948 (2021: £905) mainly gift aid related income tax recoverable.

We aim to cover conference costs on a year-by-year basis. The 2021 Conference was held online and made a healthy surplus of £5,794. This will be used to underwrite the costs of the 2022 Conference held in Glasgow in June 2022.

#### **Public Benefit**

We confirm that the trustees have paid due regard to the Charities Commission guidance on public benefit in planning the activities the charity should undertake.

#### **Trustees responsibilities in relation to financial statements**

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The trustees are required to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed: and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the applicable law, regulations and the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm that the relevant UK Accounting Standards have been followed


#### **Independent Examiner**

Sue Wintle, Independent Examiner, has expressed her willingness to continue as the Independent Examiner of the charitable incorporated organisation.

**The Association for Pastoral Supervision and Education CIO**

**Report of the Trustees  
for the Year ended 31 March 2022  
Continued**

**Approved by the trustees and signed on their behalf by:**



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**Rev Dr André Groenewald**  
Secretary

14 June 2022

**The Association for Pastoral Supervision and Education CIO**

**Report of the Trustees  
for the Year ended 31 March 2022  
Continued**

**Receipts and Payments Account**

		<b><u>For the year ended 31st March</u></b>	
		<b><u>2022</u></b>	<b><u>2021</u></b>
<b>Receipts</b>			
Membership Subscriptions		10035	6647
Accreditation Fees		1780	1350
Conference Fees	2022	9580	-
	2021	4070	2795
	2020	-	350
Donations		-	245
Gift Aid		948	660
		<hr/>	<hr/>
		26413	12047
<b>Payments</b>			
Administration		1740	1666
Website		155	686
Accreditation Costs		860	610
Conference Expenditure	2020	-	9500
	2021	1071	-
	2022	1367	-
Zoom Room Hire		144	144
PayPal Charges		421	-
Trustees' Expenses		126	25
Independent Examination		250	250
Accountancy Costs - Corporation Tax Return		180	-
Insurance		252	-
Information Commissioner's Office		35	35
Gifts to Retiring Trustees		128	-
		<hr/>	<hr/>
		6729	12916
<b>Surplus Receipts over Payments</b>		<hr/>	<hr/>
		<b>19684</b>	<b>(869)</b>
		=====	=====
<b>Reconciliation</b>			
Co-op Bank: Closing Balance:		45568	25884
Less: Opening Balance:		25884	26753
		<hr/>	<hr/>
<b>Surplus Receipts over Payments</b>		<b>19684</b>	<b>(869)</b>
		=====	=====

13<sup>th</sup> September 2022

**The Association for Pastoral Supervision and Education CIO**

Independent Examiner's Report for the Year to 31<sup>st</sup> March 2022

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2022.

Respective responsibilities of Trustees and examiner

As the charity Trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 41 of the Act; and

to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act;

have not been met or; or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Date. 13-9-22



Sue Wintle FMAAT

27 Bascott Road  
Wallisdown  
Bournemouth  
Dorset  
BH11 8RJ