

ASSOCIATION FOR PROMOTING RETREATS

England & Wales · Charity number 222458

Details

Other names A P R

Status Registered

Legal form Other

Registered 1963-10-28

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

Contact

Address 2 Brookfield Cottages
The Strand
Lympstone
Exmouth
EX8 5ES

Phone 01395272243

Email promoting.retreats@gmail.com

Website <http://www.promotingretreats.org/>

Activities

Objects: THE ADVANCEMENT OF RELIGION BY PROMOTING THE DEVELOPMENT OF THE CHRISTIAN LIFE THROUGH RETREATS, IN PARTICULAR THROUGH THE PROMOTION OF RETREATS WITHIN THE ANGLICAN CHURCHES IN THE UNITED KINGDOM.

Activities: The Association promotes retreats by providing resources for people seeking a retreat, a retreat leader or venue. It supports retreat centres and those in retreat ministry and facilitates an occasional consultation for those identified as spirituality advisors in the Anglican Dioceses. It is a member organisation offering support to people of all denominations and none.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** THE UNITED KINGDOM
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£25,159	£50,166	-	-
2024-03-31	£31,794	£37,624	-	-
2023-03-31	£18,427	£47,261	-	-
2022-03-31	£34,273	£46,366	-	-
2021-03-31	£24,458	£27,104	-	-

Trustees

Name	Role	Appointed
REV ALISON CHRISTIAN		2018-01-09
Rev Cameron Butland		2021-04-21
Rev Dawn Harrison		2023-11-02
Rev Ian Spencer		2023-11-02
Rosemary Feuell		2026-01-21
Stewart McCredie		2017-09-04
Susan Parker		2014-02-13
Urs Mattmann		2023-11-02

Linked charities

- LUCY COX TRUST (222458-1)

ASSOCIATION FOR PROMOTING RETREATS

England & Wales - Charity number 222458

Accounts

THE ASSOCIATION FOR PROMOTING RETREATS
TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2025

Reference and administrative details of the charity, its trustees and advisers

The Association for Promoting Retreats will throughout this report and accounts be referred to as **(the) APR**. The charity registration number is **222458**.

Principal address: c/o 5 Glebe Park
Balderton
Newark
NG24 3GN

Telephone number: 01636 555085

Email and internet addresses: Email: promoting.retreats@gmail.com
Website: www.promotingretreats.org

The Trustees at the date of this report are:

Revd Alison Christian (elected Jan 2018)	Mr Stewart McCredie (elected Sept 2017)
Ms Susan Parker (co-opted annually)	Revd Cameron Butland (elected Apr 2021)
Revd Ian Spencer (elected Nov 2023)	Revd Dawn Harrison (elected Nov 2023)
Urs Mattmann (elected Nov 2023)	

No Trustee receives any remuneration from the charity.

The Officers who served during the year are:

President	Rt Reverend John Stroyan
Chair	Revd Cameron Butland
Vice Chair	Revd Alison Christian
Treasurer	Ms Susan Parker
Secretary and Administrator	Ms Demelza Henderson

Advisers:	Bankers	Lloyds Bank PLC 98 Victoria Street London SW1E 5JL
	Independent Examiner	Rachel Rudkin FCCA Duncan & Toplis 14 London Road Newark Nottinghamshire NG24 1TW

Structure, governance and management:

The Association for Promoting Retreats (APR) is a charity registered with the Charity Commission for England and Wales, number 222458. The charity is not required to be registered with the Office of the Scottish Charity Regulator or the Charity Commission for Northern Ireland. The APR is an unincorporated association established under a trust deed in 1913. After various prior amendments a replacement Constitution was adopted in November 2012, followed by amendment by resolution of one minor administrative detail in October 2013.

The policy and general management of the affairs of the APR is directed by a committee of Trustees, which meets four times a year. Trustees are elected by members and serve up to three years, being eligible for re-election for two further three-year terms. The Trustees delegate the day to day running of the charity to the Administrator. During the absence of an Administrator roles were delegated to the Trustees.

The APR is a Founder Member of the Retreat Association, a company limited by guarantee and not having a share capital and registered with the Charity Commission for England and Wales with the number 1150792. The Retreat Association also retains its previous registration as an unincorporated association under the Charity Commission registration number 328746, which continues for the purpose only of receiving future legacies.

The Retreat Association brings together the APR with other member groups working with a joint purpose to promote and encourage retreats and Christian spirituality across the denominations.

In compliance with their legal obligation, the Trustees confirm that there have been no serious incidents in connection with APR which required a report to be made to the Charity Commission.

Objectives and activities:

The APR was established and still operates for the advancement of religion by promoting the development of the Christian life through retreats, through the promoting of retreats within the Anglican Churches in the United Kingdom.

The Trustees have taken into consideration the guidance on public benefit issued by the Charity Commission, and particularly the specific guidance on charities for the advancement of religion. The Trustees consider that the work carried out by the APR, both through the Retreat Association and as an independent charity, continues to be of great public benefit in terms of religion and education. To this end, the APR works to maintain and strengthen its promotion and support for going on retreat, throughout the Church and wider society. In addition to its support of the Retreat Association, the main activities of the APR have included:

- Promoting the use of Anglican retreat houses within the Anglican Church.
- Organising conferences and meetings for Leaders and Spirituality Advisers to the Anglican Church.
- Informing members through distribution of a twice-yearly newsletter, and the annual handbook *Retreats* published by the Retreat Association.
- Supporting individuals to go on retreat who might otherwise not be able to afford it through a designated bursary fund.
- Organising retreats and other events for members and other events, using subscribers' retreat premises wherever possible.
- Providing complimentary membership of APR to those recently ordained to the diaconate and priesthood.

Further information about the APR can be found at its website, www.promotingretreats.org

Chairman Annual Report:

During the last year the APR Board of Trustees having been planning for the future in seeking to address the realities for retreats post Covid. The financial difficulties facing many individuals and organisations has put pressures upon our retreat houses and leaders at a time when many people are needing more space and silence in their lives. In particular we have offered a special bursary to teachers and all leaders in education recognising the current challenges to those in these roles.

At the Trustees residential meeting in July at Holy Rood House, Thirsk we conducted our annual review, recognising the need to plan for growth in our individual membership and to develop a business plan to ensure the best use of the resources available to us. Everyone is aware of the difficulties facing us due to sharply increasing costs, none more so than our retreat houses. APR needs to be in good shape going forward to target the areas of greatest need. The Trustees have agreed to conduct an audit and consultation asking our membership what would be most helpful in prompting retreats. This will enable us to plan carefully for our future development.

The promotion of retreats, retreat houses and the support of retreat leaders is of central importance to APR. Two retreats one in the Spring and Autumn were offered by APR. At a new APR retreat in March 2025 Demelza Henderson and Helen Evans led a poetry and prayer retreat at the Sheldon Retreat Centre in Devon, entitled 'Dark earth, bright field'. The theme explored metaphors of light and darkness as expressed in Biblical and secular poetry. In October 2024 we held our usual retreat associated with our AGM at St Katharine's Parmoor led by Andrew Mayes based on his book, 'Beyond the Edge'. Andrew used the geography of the Holy Land, transitional journeys and encounters that Jesus made in the Gospels as metaphors for our own spiritual encounters in different phases of life.

At the AGM we thanked Carol Smith for her time over six years as a trustee and for her time as Chair, we said farewell also to Nicholas Buxton. Nicholas was instrumental in designing and building the new APR website. We are grateful to them both for their contributions. During the last year our Patron Bishop John Stroyan took on the presidency again in November due to an unforeseen vacancy, he will be leading our October retreat at St Columba's Woking and staying in this role for our conference next April at Launde Abbey. We are grateful to him for his ongoing support. Over the coming year the APR trustees are looking to invite a new President.

During the year we have begun to plan for our next conference. The Conference is entitled, 'Come, all you who are thirsty: Resourcing Spiritual Wellbeing', and will incorporate a mixture of talks and workshops, held together in a framework of prayer, and with plenty of time for delegates to network, meet together, and to share ideas. Our keynote speakers will be Professor Chris Cook (from the University of Durham) and the Revd Ben Cahill-Nicholls (Director of the Clergy Support Trust). It will be held at Launde Abbey 27-29 April 2026 and we hope to have all the Church of England dioceses represented.

Thank you to all my fellow trustees for their continuing commitment to the important work of supporting retreats, especially to Susan Parker for her stewarding our own precious financial resources. The Trustees remain very grateful to Demelza Henderson for her diligent and faithful work as the APR administrator. Thank you also to all our members and for your ongoing support.

Cameron Butland, Chair of APR Trustees

Financial Review:

The accounts, which have been prepared in accordance with 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 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) are set out on pages 6-11.

Total income of £25,159 has decreased this year compared with last year of £31,794. Total expenditure has increased to £50,166 compared with last year of £37,624. This decrease in income has occurred due to the biannual spiritual adviser conferences (SAC) not taking place this year, which incurs the majority of income and expenditure.

The investments show an unrealised loss of £ -4,799 for the year compared with PY profit of £11,369. This has resulted in an overall net loss for the year of £-29,806 (2024: £5,539 deficit). See notes 3 & 6 for further details.

Approved by the Committee of Trustees and signed on its behalf by:

The Reverend Cameron Butland, Chair of the Committee of Trustees

Dated:

Independent Examiner's Report to the Trustees

I report on the accounts of the APR for the year ended 31 March 2025 which are set out on pages 6 to 11.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes the review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act have been met.
- (2) to which, in my opinion, attention should be drawn in order to enable the proper understanding of the accounts to be reached.

Signed:

Rachel Rudkin FCCA
Duncan & Toplis Limited
Chartered Accountants
14 London Road
Newark
Nottinghamshire
NG24 1TW

Dated:

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2025**

<u>Income and Expenditure</u>	Note	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
<u>Income from:</u>					
<i>Charitable activities</i>					
-Membership subscriptions		12,246		12,246	10,890
-Spirituality Advisers' conference		-		-	7,383
-Events/Sundries		7,721		7,721	4,989
-Donations and legacies		1,776		1,776	2,636
-Investment income		3,401		3,401	3,740
-NHS bursary fund		-		-	123
-Spiritual Directors		15		15	75
-Gift Aid		-		-	1,941
-Ordinands		-		-	16
 Total income		25,159		25,159	31,794
<u>Expenditure on:</u>					
<i>Expenditure on charitable activities</i>					
Direct charitable expenditure	2	43,118		43,118	27,808
Bursary expenditure		7,048		7,048	9,816
Total expenditure		50,166		50,166	37,624
 Net outgoing resources for the year		(25,007)		(25,007)	(5,830)
(Losses)/profits on investments:					
Unrealised	3	(4,799)		(4,799)	11,369
Realised		-		-	-
Net movement in funds		(29,806)		(29,806)	5,539
 Total fund balance brought forward at 1 April 2024		143,024		143,024	137,485
 Total fund balance carried forward at 31 March 2025		113,218		113,218	143,024

The attached notes on pages 7-11 form part of these accounts

**BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2025**

	Note	2025		2024	
		£		£	
Fixed Assets			375		-
Investments	3		110,732		135,531
Debtors	4	-	-		
Current Assets					
General fund			1,149	8,642	
Bursary fund			2,862	1,210	
Cash at bank			4,011	9,852	
Total Current Assets			4,011	9,852	
Creditors: amounts falling due within one year	5		1,900	2,360	
Net current assets			2,111		7,492
Creditors: amounts falling due after more than one year	5	-	-		
Net Assets			113,218		143,023
<u>Funds</u>					
General fund			112,069		134,381
Bursary fund (designated)	6		1,149		8,642
			112,218		143,023

Approved by the Committee of Trustees on
and signed on its behalf by:

The Reverend Cameron Butland, Chair of the Committee of Trustees

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

1. Accounting policies

The accounts have been prepared in accordance with 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 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

a) Subscriptions, donations, etc.

Subscriptions, donations, and tax recoverable on payments under gift aid are accounted for when received by the APR. During the year to 31st March 2025 there were 306 full members and 122 concessionary members.

b) Investment income

Investment income is included in the accounts when received.

c) Investments

Investments are included in the accounts at market value.

d) VAT

The APR is not registered for VAT and the irrecoverable VAT is written off in the accounts.

e) Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer Equipment – 25% on cost.

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2025**

<u>2. Direct charitable expenditure</u>	2025	2024
<u>Charitable expenditure</u>	£	£
Contributions paid to the Retreat Association	3,460	3,750
APR administrator	9,870	9,705
Publicity & website	1,856	341
Newsletters/postage	1,515	1,698
RA journal and cost of events	14,126	7,797
NHS bursary	-	-
IT software and consumables	-	-
Travelling and meetings	761	778
Independent examination fee	1,983	2,804
SAC Expenses	8,645	-
SAC refunds	-	-
Stationery and office expenses	877	935
Depreciation	25	-
Total direct charitable expenditure	<u>43,118</u>	<u>27,808</u>

<u>3. Investments</u>	2025	2024
Assets are held with The Central Board of Finance of the Church of England as follows:	£	£
Investment fund shares		
Market value at 1 April 2024	135,531	134,162
Value of shares sold in year	(20,000)	(10,000)
Unrealised investment profit/(loss)	(4,799)	11,369
Market Value at 31 March 2025	<u>110,732</u>	<u>135,531</u>

<u>4. Debtors</u>	2025	2024
	£	£
Prepayments	-	-
	<u>-</u>	<u>-</u>

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2025**

<u>5. Creditors</u>	2025	2024
	£	£
Amounts falling due within one year:		
Accruals	1,900	2,360
Donations payable	-	-
	1,900	2,360

6. Reserves

Assets from balance Sheet

	£	£
General fund at 1 April 2025		112,068
Bursary fund at 1 April 2025		1,149
		113,217

Planned expenditure

Yearly cost of administration	15,000
Running costs	50,000
Project allocation	10,000

Surplus

At present the Trustees consider that a surplus of around £60,000 should be maintained, and is justified because:

- It is important to maintain a year's expenditure.
- Membership income is expected to increase in future years.
- The Trustees need to underwrite the costs of major events such as the biennial diocesan Spirituality Advisers' Conference, next taking place in April 2026.

The Association of Promoting Retreats (APR) remains committed to maintaining robust cashflow management to ensure long-term operational sustainability. While investment income has provided a necessary buffer, the charity is actively reviewing both income sources and expenses to optimize financial performance.

This includes broadening our fundraising efforts through individual donations and partnerships, aiming to reduce dependency on investment withdrawals over time. We regularly assess expenses to identify opportunities for cost efficiency without compromising the quality of our services. Our investments are closely monitored to balance short-term liquidity needs with long-term growth potential, ensuring sustainable returns while supporting the charity's objectives.

The Trustees have also implemented a plan to conduct a comprehensive review when the investment fund reaches £100K. At that point, APR will evaluate its achievements and determine the best course of action for continuing its mission with reduced funds.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2025**

7. Trustee expenses

Trustee travel expenses totalled £761 (2024: £778) during the year. All trustee expenses are reimbursed when incurred.

8. Exceptional items

During the year, an unrealised loss was made on investments of £ -4,799 (2024: 11,369).

ASSOCIATION FOR PROMOTING RETREATS

England & Wales - Charity number 222458

Accounts

THE ASSOCIATION FOR PROMOTING RETREATS
TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2024

Reference and administrative details of the charity, its trustees and advisers

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Urs Mattmann (elected Nov 2023)	

No Trustee receives any remuneration from the charity.

The Officers who served during the year are:

President	Rt Reverend John Stroyan
Chair	Revd Carol Smith
Vice Chair	Revd Alison Christian
Treasurer	Ms Susan Parker
Secretary and Administrator	Ms Demelza Henderson

Advisers: Bankers Lloyds Bank PLC
98 Victoria Street
London SW1E 5JL

Independent Examiner Rachel Rudkin FCCA
Duncan & Toplis
14 London Road
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Nottinghamshire
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Structure, governance and management:

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- Providing complimentary membership of APR to those recently ordained to the diaconate and priesthood.

Further information about the APR can be found at its website, www.promotingretreats.org

Chairman Annual Report:

Reflecting on the year under report, let us rejoice that the APR’s ministry has continued to grow and to thrive. Apart from acknowledging God’s blessings, no small thanks for this are due to the work of committed trustees and the steadfast support of all our members. Particular noteworthy items now follow.

As members will be aware, APR subscription rates which had remained unchanged for nearly a decade were reviewed in 2023 and the following modest increases which were communicated and reported on in our Spring 2024 newsletter came into effect from 1st April:

Membership Category	Current subscription	Subscription from 1 April 2024
Individual	25	30
Concession	20	25
Newly-qualified Spiritual Director	15	20
Group	35	35
Friend	50	50
Small House (<6 beds, or non-res)	30	40
Medium House (7-19 beds)	50	60
Large House (>20 beds)	100	100
Retreat giver (in-person or online)	-	50

(I will leave any other financial reporting in the capable hands of our wonderful Treasurer, Susan Parker.)

We held our Diocesan Spirituality Advisers’ Conference : ‘Renewal and Re-Creation’ in April at Launde Abbey when feedback received from the 34 people representing 26 different dioceses who attended was overwhelmingly positive. Led by Ruth Harvey (Leader of the Iona Community), with an introduction by Bishop John Stroyan and talks by Susanne Carlsson (Spirituality Advisor to Rochester and Canterbury Dioceses); Alison MacTier (Executive Director of the RA) and Cameron Butland (APR Trustee and RA Chair), participants received a rich variety of resources for their work in spiritual direction or accompaniment. Safeguarding and Supervision needs and processes in this context were also shared. The programme also allowed for plenty of time for networking, which was valued.

At a residential meeting at the Royal Foundation of St Katharine (RFSK) in July your board of trustees conducted their usual annual review, celebrated the past year, considered the present and sought counsel together as to what the next 12 months might hold. RFSK’s delightful chapel, beautifully kept gardens and superb hospitality lent themselves extraordinarily well to this exercise as we immersed our work and ourselves in prayer. God’s good gifts certainly blessed us with energy and creativity! For example, here is a taste of what is to come:

In order to extend APR's desire to 'care for the carers' whilst simultaneously promoting retreats we agreed to introduce **New Bursary Scheme provision** for:

- **Church of England School teachers and headteachers** (*for up to 50% of the cost of a retreat, to a maximum of £150, which must be taken at an APR member retreat house. Applications to be made through Retreat House wardens using a bespoke form (as with the NHS Bursary Scheme).*)
- **Retreat House Wardens** (*usual bursary conditions to apply*).
- **APR Administrator** (*bursary assistance to go on a retreat every other year*).

Other new initiatives to look forward to in the future are:

- a **Wellbeing Event** for **Retreat House Wardens** (*details to follow when available*) and
- an **APR Annual Weekend Retreat**, which in 2025 will be held from 7th to 9th March at Sheldon House (*full booking details to follow in due course*).

And finally – as I write – we are looking forward to our 2024 Annual Retreat to be held at St Katharine's Parmoor from 22nd to 24th October, to be led by Revd Canon Dr Andrew D Mayes, author of 'Beyond the Edge' – Spiritual Transitions for adventurous souls. This retreat will help us reflect on the changes and transformations to which Christ beckons us, and will include opportunities for prayer, silence and corporate worship.

Financial Review:

The accounts, which have been prepared in accordance with 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 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) are set out on pages 6-11.

Total income of £31,794 has increased this year compared with last year of £18,427. Total expenditure has decreased to £37,624 compared with last year of £47,261. This increase in income has occurred due to the Spiritual Advisors Conference which is biannual and the Bursary contribution being higher this year, which incurs most of the income and Expenditure.

The investments show an unrealised profit of £11,369 for the year compared with PY loss of £6,094. This has resulted in an overall net surplus for the year of £5,539 (2023: £34,928 deficit). See notes 3 & 6 for further details.

Approved by the Committee of Trustees and signed on its behalf by:

The Reverend Carol Smith, Chair of the Committee of Trustees

Dated:

Independent Examiner's Report to the Trustees

I report on the accounts of the APR for the year ended 31 March 2024 which are set out on pages 6 to 11.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 of the Act);
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In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act have been met.
- (2) to which, in my opinion, attention should be drawn in order to enable the proper understanding of the accounts to be reached.

Signed:

Rachel Rudkin FCCA
Duncan & Toplis Limited
Chartered Accountants
14 London Road
Newark
Nottinghamshire
NG24 1TW

Dated:

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2024**

<u>Income and Expenditure</u>	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
<u>Income from:</u>					
<i>Charitable activities</i>					
-Membership subscriptions		10,890	-	10,890	10,775
-Spirituality Advisers' conference		7,383	-	7,383	440
-Sundries/events		4,989	-	4,989	471
-Donations and legacies		2,636	-	2,636	1,507
-Investment income		3,740	-	3,740	4,178
-NHS bursary fund		123	-	123	1,056
-Spiritual Directors		75	-	75	-
-Gift Aid		1,941	-	1,941	-
-Ordinands		16	-	16	-
 Total income		31,794	-	31,794	18,427
<u>Expenditure on:</u>					
<i>Expenditure on charitable activities</i>					
Direct charitable expenditure	2	27,808	-	27,808	39,204
Bursary expenditure		9,816	-	9,816	8,057
Total expenditure		37,624	-	37,624	47,261
 Net outgoing resources for the year (Losses)/profits on investments:		(5,830)	-	(5,830)	(28,834)
Unrealised	3	11,369	-	11,369	(6,094)
Realised		-	-	-	-
Net movement in funds		5,539	-	5,539	(34,928)
 Total fund balance brought forward at 1 April 2023		137,485	-	137,484	172,412
 Total fund balance carried forward at 31 March 2024		143,024	-	143,023	137,484
<i>The attached notes on pages 7-11 form part of these accounts</i>					

**BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2024**

	Note	2024	2023
		£	£
Fixed Assets			
Investments	3	135,531	134,162
Debtors	4	-	-
Current Assets			
General fund		8,642	2,516
Bursary fund		1,210	3,026
Cash at bank		9,852	5,542
Total Current Assets		9,852	5,542
Creditors: amounts falling due within one year	5	2,360	2,220
Net current assets		7,492	3,322
Creditors: amounts falling due after more than one year	5	-	-
Net Assets		143,023	137,484
<u>Funds</u>			
General fund		134,381	134,969
Bursary fund (designated)	6	8,642	2,516
		143,023	137,484

Approved by the Committee of Trustees on
and signed on its behalf by:

The Reverend Carol Smith, Chair of the Committee of Trustees

1. Accounting policies

The accounts have been prepared in accordance with 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 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

a) Subscriptions, donations, etc.

Subscriptions, donations, and tax recoverable on payments under gift aid are accounted for when received by the APR. During the year to 31st March 2024 there were 295 full members and 164 concessionary members.

b) Investment income

Investment income is included in the accounts when received.

c) Investments

Investments are included in the accounts at market value.

d) VAT

The APR is not registered for VAT and the irrecoverable VAT is written off in the accounts.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024**

<u>2. Direct charitable expenditure</u>	2024	2023
<u>Charitable expenditure</u>	£	£
Contributions paid to the Retreat Association	3,750	5,400
APR administrator	9,705	8,490
Publicity & website	341	1,276
Newsletters/postage	1,698	1,385
RA journal and cost of events	7,797	5,970
NHS bursary	-	1,649
IT software and consumables	-	447
Travelling and meetings	778	889
Independent examination fee	2,804	2,901
SAC Expenses	-	9,664
SAC refunds	-	160
Stationery and office expenses	935	973
Total direct charitable expenditure	<u>27,808</u>	<u>39,204</u>

<u>3. Investments</u>	2024	2023
Assets are held with The Central Board of Finance of the Church of England as follows:	£	£
Investment fund shares		
Market value at 1 April 2023	134,162	160,256
Value of shares sold in year	(10,000)	(20,000)
Unrealised investment profit/(loss)	11,369	(6,094)
Market Value at 31 March 2024	<u>135,531</u>	<u>134,162</u>

<u>4. Debtors</u>	2024	2023
	£	£
Prepayments	-	-
	<u>-</u>	<u>-</u>

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024**

<u>5. Creditors</u>	2024	2023
	£	£
Amounts falling due within one year:		
Accruals	2,360	2,220
Donations payable	-	-
	2,360	2,220

6. Reserves

Assets from balance Sheet	£	£
General fund at 1 April 2024		134,381
Bursary fund at 1 April 2024		8,642
		143,023
Planned expenditure		
Yearly cost of administration	15,000	
Running costs	50,000	
Project allocation	25,000	
		(90,000)
Surplus		53,023

At present the Trustees consider that a surplus of around £60,000 should be maintained, and is justified because:

- It is important to maintain a year's expenditure.
- Membership income is expected to increase in future years.
- The Trustees need to underwrite the costs of major events such as the biennial diocesan Spirituality Advisers' Conference, next taking place in April 2026.

The Association of Promoting Retreats (APR) remains committed to maintaining robust cashflow management to ensure long-term operational sustainability. While investment income has provided a necessary buffer, the charity is actively reviewing both income sources and expenses to optimize financial performance.

This includes broadening our fundraising efforts through individual donations and partnerships, aiming to reduce dependency on investment withdrawals over time. We regularly assess expenses to identify opportunities for cost efficiency without compromising the quality of our services. Our investments are closely monitored to balance short-term liquidity needs with long-term growth potential, ensuring sustainable returns while supporting the charity's objectives.

The Trustees have also implemented a plan to conduct a comprehensive review when the investment fund reaches £100K. At that point, APR will evaluate its achievements and determine the best course of action for continuing its mission with reduced funds.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2024**

7. Trustee expenses

Trustee travel expenses totalled £778 (2023: £889) during the year. All trustee expenses are reimbursed when incurred.

8. Exceptional items

During the year, an unrealised profit was made on investments of £11,369 (2023: loss £6,094).

ASSOCIATION FOR PROMOTING RETREATS

England & Wales - Charity number 222458

Accounts

THE ASSOCIATION FOR PROMOTING RETREATS
TRUSTEES' REPORT
FOR THE YEAR ENDED 31ST MARCH 2022

Reference and administrative details of the charity, its trustees and advisers

The Association for Promoting Retreats will throughout this report and accounts be referred to as **(the) APR**. The charity registration number is **222458**.

Principal address: c/o 5 Glebe Park
Balderton
Newark
NG24 3GN

Telephone number: 01636 555085

Email and internet addresses: Email: promoting.retreats@gmail.com
Website: www.promotingretreats.org

The Trustees at the date of this report are:

Revd Carol Smith (elected Jan 2018)	Mr Stewart McCredie (elected Sept 2017)
Revd Alison Christian (elected Jan 2018)	Dawn Pointing (elected Jan 2020)
Ms Susan Parker (co-opted annually)	Revd Nicholas Buxton (elected Oct 2019)
	Revd Cameron Butland (elected Apr 2021)

No Trustee receives any remuneration from the charity.

The Officers who served during the year are:

President	Rt Reverend John Stroyan
Chair	Revd Carol Smith
Vice Chair	Revd Alison Christian
Treasurer	Ms Susan Parker
Secretary and Administrator	Ms Demelza Henderson

Advisers: Bankers Lloyds Bank PLC
98 Victoria Street
London SW1E 5JL

Independent Examiner Ian Phillips FCA
Duncan & Toplis
14 London Road
Newark
Nottinghamshire
NG24 1TW

Structure, governance and management:

The Association for Promoting Retreats (APR) is a charity registered with the Charity Commission for England and Wales, number 222458. The charity is not required to be registered with the Office of the Scottish Charity Regulator or the Charity Commission for Northern Ireland. The APR is an unincorporated association established under a trust deed in 1913. After various prior amendments a replacement Constitution was adopted in November 2012, followed by amendment by resolution of one minor administrative detail in October 2013.

The policy and general management of the affairs of the APR is directed by a committee of Trustees, which meets four times a year. Trustees are elected by members and serve up to three years, being eligible for re-election for two further three-year terms. The Trustees delegate the day to day running of the charity to the Administrator. During the absence of an Administrator roles were delegated to the Trustees.

The APR is a Founder Member of the Retreat Association, a company limited by guarantee and not having a share capital and registered with the Charity Commission for England and Wales with the number 1150792. The Retreat Association also retains its previous registration as an unincorporated association under the Charity Commission registration number 328746, which continues for the purpose only of receiving future legacies.

The Retreat Association brings together the APR with other member groups working with a joint purpose to promote and encourage retreats and Christian spirituality across the denominations.

In compliance with their legal obligation, the Trustees confirm that there have been no serious incidents in connection with APR which required a report to be made to the Charity Commission.

Objectives and activities:

The APR was established and still operates for the advancement of religion by promoting the development of the Christian life through retreats, in particular through the promoting of retreats within the Anglican Churches in the United Kingdom.

The Trustees have taken into consideration the guidance on public benefit issued by the Charity Commission, and, in particular, the specific guidance on charities for the advancement of religion. The Trustees consider that the work carried out by the APR, both through the Retreat Association and as an independent charity, continues to be of great public benefit in terms of religion and education. To this end, the APR works to maintain and strengthen its promotion and support for going on retreat, throughout the Church and wider society. In addition to its support of the Retreat Association, the main activities of the APR have included:

- Promoting the use of Anglican retreat houses within the Anglican Church;
- Organising conferences and meetings for Leaders and Spirituality Advisers to the Anglican Church;
- Informing members through distribution of a twice-yearly newsletter, and the annual handbook *Retreats* published by the Retreat Association;
- Supporting individuals to go on retreat who might otherwise not be able to afford it through a designated bursary fund;
- Organising retreats and other events for members and other events, using subscribers' retreat premises wherever possible;
- Providing complimentary membership of APR to those recently ordained to the diaconate and priesthood.

Further information about the APR can be found at its website, www.promotingretreats.org.

Chairman Annual Report:

At last year's AGM and following the retirement of Barry Preece as APR Chair, I had the privilege of being welcomed as Barry's successor. As I assumed the role, it was a busy time for the Association, since because of delays caused by the pandemic, we hosted two retreats last autumn, as well as a Trustee residential at Llangasty retreat house in Wales, this July.

The first retreat was a 'Leading a Beginners' Retreat' weekend, which took place at St Katharine's Parmoor. APR Trustee, Alison Christian, led a dozen would-be retreat leaders through a number of different prayer practices, whilst at the same time offering them useful practical tips for leading retreats once they returned home. Our second retreat was held at St Columba's House, Woking, and was a delightful multi-sensory look back over Barry Preece's rich spiritual life and long ministry.

The much-postponed Diocesan Spirituality Advisers' Conference finally took place at Launde Abbey in April, with representatives from 33 different dioceses taking part. Entitled 'Lost for Words', the Conference explored spirituality through the media of the arts, poetry, music, dance and silence. Speakers included Rt Revd John Stroyan, Malcolm Guite, Graham Sparkes and Andrew Walker; the worship throughout the conference was enhanced by Janet McDonald's singing and Celtic harp accompaniment. As well as sharing in times of creativity and a daily rhythm of prayer, delegates also gathered in regional groups to discuss the immediate joys and concerns they were encountering in their own areas.

The APR's NHS Bursary scheme introduced in July 2020 as our response to the pandemic and in gratitude for the ongoing hard work of NHS and Care workers has been hugely successful. At the last count, more than £21,000 has helped more than 230 health workers go on retreat at APR houses around the country. We have had some heart-rending feedback from some of these retreatants, for example, *'I'm so grateful to have had this opportunity to find space and stillness away from the "world". It's given me much needed refreshment and solace at a difficult time'*.

Whilst our NHS Bursary fund was a short-term project, our Centenary Bursary Fund continued to offer financial help to people who want to go on retreat but are unable to afford the full cost. If you think you might benefit from a bursary, do look at our website, www.promotingretreats.org/bursary-fund.

The APR Trustees are continually committed to promoting the value of going on retreat, and at our summer residential, we reviewed our remit to 'promote' retreats, to communicate with members, and to increase (and retain) membership. This valuable time away enabled us to refresh our activities and our thinking, that we may better communicate the benefits of APR membership to a younger and more diverse audience as well as to our longstanding members whom we continue to appreciate and to serve. We look forward to furthering APR's purposes *for* and *with* you in the year to come. Thank you for your loyal support.

Financial Review:

The accounts, which have been prepared in accordance with 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 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) are set out on pages 6-11.

Total income of £34,273 has increased this year compared with last year of £24,458. Total expenditure has increased to £46,366 compared with last year of £27,104. This increase has occurred due to the lifting of coronavirus restrictions, allowing for the continuation of spiritual adviser conferences (SAC) and other events which incur the majority of income and Expenditure.

The investments show an unrealised profit of £12,917 for the year compared with £30,074 in 2021. This has resulted in an overall net surplus for the year of £824 (2021: £27,428 Surplus). See notes 3 & 8 for further details.

Approved by the Committee of Trustees and signed on its behalf by:

The Reverend Carol Smith, Chair of the Committee of Trustees

Dated:

Independent Examiner's Report to the Trustees

I report on the accounts of the APR for the year ended 31 March 2022 which are set out on pages 6 to 11.

Respective responsibilities of Trustees and examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the 2011 of the Act);
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes the review of the accounting records kept by the charity and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 2011 Act have been met.
- (2) to which, in my opinion, attention should be drawn in order to enable the proper understanding of the accounts to be reached.

Signed:

Ian Phillips FCA
Duncan & Toplis Limited
Chartered Accountants
14 London Road
Newark
Nottinghamshire
NG24 1TW

Dated:

**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2022**

<u>Income and Expenditure</u>	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
<u>Income from:</u>					
<i>Charitable activities</i>					
-Membership subscriptions		11,073	-	11,073	10,752
-Spiritual Advisers' conference		11,403	-	11,403	-
-Events		4,973	-	4,973	230
-Donations and legacies		1,030	-	1,030	3,178
-Investment income		4,625	-	4,625	4,927
-NHS bursary fund		1,139	-	1,139	5,266
-Spiritual Directors		30	-	30	106
Total income		34,273	-	34,273	24,458
<u>Expenditure on:</u>					
<i>Expenditure on charitable activities</i>					
Direct charitable expenditure	2	40,586	-	40,586	25,851
Bursary expenditure		5,780	-	5,780	1,253
Total expenditure		46,366	-	46,366	27,104
Net outgoing resources for the year		(12,093)	-	(12,093)	(2,646)
(Losses)/profits on investments:					
Unrealised	3	12,917	-	12,917	30,074
Realised		-	-	-	-
Net movement in funds		824	-	824	27,428
Total fund balance brought forward at 1 April 2021		171,588	-	171,588	144,160
Total fund balance carried forward at 31 March 2022		172,412	-	172,412	171,588

The attached notes on pages 7-10 form part of these accounts

**BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	2022	2021
		£	£
Fixed Assets			
Investments	3	160,256	157,339
Debtors	4	6,901	
Current Assets			
General fund		398	5,275
Bursary fund		6,607	15,617
Cash at bank		7,005	20,892
Total Current Assets		13,905	20,892
Creditors: amounts falling due within one year	5	1,750	6,644
Net current assets		12,155	14,249
Creditors: amounts falling due after more than one year	5	-	-
Net Assets		172,412	171,588
<u>Funds</u>			
General fund		172,015	155,971
Bursary fund (designated)	6	397	15,617
		172,412	171,588

**Approved by the Committee of Trustees on
and signed on its behalf by:**

The Reverend Carol Smith, Chair of the Committee of Trustees

1. Accounting policies

The accounts have been prepared in accordance with 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 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

a) Subscriptions, donations, etc.

Subscriptions, donations, and tax recoverable on payments under gift aid are accounted for when received by the APR. During the year to 31st March 2022 there were 295 full members and 185 concessionary members.

b) Investment income

Investment income is included in the accounts when received.

c) Investments

Investments are included in the accounts at market value.

d) VAT

The APR is not registered for VAT and the irrecoverable VAT is written off in the accounts.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022**

<u>2. Direct charitable expenditure</u>	2022	2021
<u>Charitable expenditure</u>	£	£
Donations	-	-
Contributions paid to the Retreat Association	5,900	6,000
APR administrator	7,896	7,406
Publicity & website	887	573
Newsletters/postage	1,352	1,155
RA journal and cost of events	9,132	3,754
Bank charges	-	15
NHS bursary	9,985	3,194
IT software and consumables	186	126
Travelling and meetings	1,199	-
Independent examination fee	2,262	3,105
Stationery and office expenses	1,787	3,629
Total direct charitable expenditure	<u>40,586</u>	<u>25,851</u>

<u>3. Investments</u>	2022	2021
Assets are held with The Central Board of Finance of the Church of England as follows:	£	£
Investment fund shares		
Market value at 1 April 2021	157,339	147,265
Value of shares sold in year	(10,000)	(20,000)
Unrealised investment profit/(loss)	12,917	30,074
Market Value at 31 March 2022	<u>160,256</u>	<u>157,339</u>

<u>4. Debtors</u>	2022	2021
	£	£
Prepayments	6,901	-
	<u>6,901</u>	<u>-</u>

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022**

<u>5. Creditors</u>	2022	2021
	£	£
Amounts falling due within one year:		
Accruals	1,750	2,644
Donations payable	-	4,000
	<u>1,750</u>	<u>6,644</u>

	2022	2021
	£	£
Amounts falling due after more than one year:		
Donations payable	-	-

6. Reserves

Assets from balance Sheet	£	£
General fund at 1 April 2022		172,015
Bursary fund at 1 April 2022		397
		172,412

Planned expenditure

Yearly cost of administration	15,000	
Running costs	50,000	
Project allocation – Bursary	10,000	
		(75,000)
Contingency		(20,000)
Surplus		77,412

At present the Trustees consider that a surplus of around £60,000 should be maintained, and is justified because:

- It is important to maintain a year's expenditure;
- Membership income is decreasing because member numbers are declining, and the Trustees have agreed to maintain existing rates of subscription until at least 31 March 2023.
- The Trustees need to underwrite the costs of major events such as the biennial diocesan Spirituality Advisers' Conference, next taking place in April 2022.

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2022**

6. Trustee expenses

Trustee travel expenses totalled £1,199 (2021: £Nil) during the year. All trustee expenses are reimbursed when incurred.

7. Donation commitments

During the year ended 31st March 2019, a maximum future donation of £15,000 was committed to be paid over three years to the RA fundraiser. A final payment of 4,000 was paid during the year ended 31st March 2022 and no further amounts are expected to be paid.

8. Exceptional items

During the year, an unrealised profit was made on investments of £12,917 (2021: £30,074).