

St Peter's Foundation

Charity Number 116936

# THE ANNUAL REPORT

Year Ending 31<sup>st</sup> December 2019



Swallows Nest in Malborough – our new community home

INCLUDING

Chairman's Report

Year End Accounts Year Ending 31<sup>st</sup> December 2019

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St Peter's Foundation is a charitable incorporated organization (CIO) whose purpose is to support and found residential Christian intentional communities in the Diocese of Exeter. These communities help its participants discern their vocation, or calling, within the wider Church.

We fulfill our charitable aims by

- Owning and operating Swallows Nest in Malborough
- Offering up to four young adults the ability to have a year in community
- Enabling our participants to be pastoral assistants in an Anglican context
- Giving our participants the opportunity to study and reflect
- Structuring a new monastic rule of life in their community
- Providing them with two days employment in the service sector
- Where possible directing them to the diocesan vocation team.

The trustees are appointed by the Bishop of Exeter.

We are a member of the national Ministry Experience Scheme (MES)

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## TRUSTEES 2019

Fr Daniel French (Outgoing Chair)  
Preb Becky Totterdell  
Rev Ruth Frampton  
Mrs Gill Barnard  
Mrs Jane Tyler (New Chair)

## MANAGEMENT COMMITTEE 2019

Fr Daniel French (Warden)  
Mr Brian Lavender  
Mrs Jane Tyler  
Mrs Gill Barnard (Secretary)  
Miss Ruth Cordell (Lead Participant)  
Rev Christian Hill (Chaplain)

AGM REPORT FOR ST PETER'S FOUNDATION FOR YEAR ENDING 2019 AND  
LOOKING TO 2020 - REGISTERED CHARITY 11 69 36

## MAIN NEWS

The big news for our charity was the immensely generous gift of monies to purchase Swallows Nest in Malborough, a four bedroom fully furnished property. In January 2020 the sale was completed and we were able to occupy.

## THE TRUSTEES

Mrs Jane Tyler became the chair of trustees in later 2019. Rev Ruth Frampton will resign at the Spring AGM. Preb Becky Totterdell resigned in December. Others have been approached and we hope to have at least one new trustee at the AGM. We thank the trustees very much for their hard work.

## BOOK KEEPING, FINANCE AND FUNDRAISING.

We are grateful to David Stevens, once again, the treasurer of Holy Trinity Church Salcombe for doing book keeping and accounts for us. We have approached Morgan Accounts Ltd in Kingsbridge to audit our accounts because we briefly held a large sum for the purchase of the house. Part of the big gift was done with Gift Aid in mind and we are awaiting from HMRC a reclaim of £22K which also includes a number of other individual gifts. Considerable work has been done to get through bureaucratic red tape, particularly with HMRC. The £22K gift aid has been agreed to be a long-term loan to cover any emergencies. We shall put this in a separate bank account with Lloyds. We received chunk of our £15K grant from the Diocese. We were able to give back £5K to Holy Trinity Church as a means of a loan on the assurance that further grants from the parish would be available in 2020.

The Big Break in May 2019 raised £816 and money was also raised at the Christingle Service at Christmas. A super fundraising event and comedy night on 6<sup>th</sup> March should raise a good sum as well. At present it is estimated that the house will cost around £600 per month to operate. Each participant in the house is expected to make a contribution around £50 per week from work. Interns from the Ministry Experience Scheme who are under 30 receive £2000 per annum from central funds.

## PASTORAL CARE

Rev Christian Hill comes on board the project as a chaplain and conveniently lives at the other end of the street by Swallows Nest. If the trustees agree Mrs Judy Bayley, a former care professional and counsellor, will become the community mentor, meeting members weekly to look at life issues.

## RECRUITMENT

As of February we have two further applications both from the MES intern network.

Rev Daniel French  
Warden and Outgoing Chair of the Trustees

ACCOUNTS BY DAVID STEVENS FCA  
HOLY TRINITY CHURCH SALCOMBE TREASURER

Year to 31<sup>st</sup> December 2019

INCOME

Donations	16,287.99	
Rent	1,025.00	*
Big Breakfast	<u>816.50</u>	18,129.49

EXPENSES

Rent	4,500.00	*
Utilities	1,097.31	
Insurance	674.83	
Council Tax	847.41	
Telephone	316.91	
Rubbish Removal	160.00	
College Fees	750.00	
Books	47.58	
Motor Expenses	264.00	
Advertising	<u>317.99</u>	8,976.03

SURPLUS		9,153.46
		=====

BANK ACCOUNT  
31<sup>st</sup> December 2019

Surplus for the Year	9,153.46	Cash at Bank 31 <sup>st</sup> December 2019	
Less Deficit brought forward	<u>8,220.41</u>	Allocated	410,000.00
	933.05	General	<u>933.05</u>
Allocated Donation	<u>410,000.00</u>		
	410,933.05		410,933.05
	=====		=====

Prepared by David Stevens FCA

\* We leased Malborough Vicarage from the Diocese until March 2019

## AGM AGENDA

WEDNESDAY 4<sup>TH</sup> MARCH 2PM AT SWALLOWS NEST, MALBOROUGH LOWER TOWN

Cream tea will available during our gathering and the opportunity for guests to view the house.

1. Opening Prayer
2. Apologies
3. Prayer structure for the house
4. Resignations and Appointments of Trustees
5. Appointment of Judy Bayley as community mentor (see page 8)
6. Report from the outgoing Chair – Fr Daniel (see page 5)
7. Finance Report (see page 6)
8. Recruitment of new participants
9. Fundraising reminders and ideas
10. Anticipated Weekly pattern (see page
11. AOB

## COMMUNITY MENTOR FOR ST PETERS FOUNDATION

### JOB DESCRIPTION

This is a volunteer (unpaid) post for an initial three months trial which would be then be for one year at a time.

The Community Mentor would facilitate group discussions among the young adult participants of St Peters Foundation and if necessary individual one-to-one conversations.

**The post is there to help our participants with negotiating the demands of community living, the challenges of the first phase of adult life, and complex priorities of ministry and mission in a town church.**

#### **Specifics**

- Half the input would be specific life skills that the trustees and the mentor agree to be relevant and the other half would be an opportunity for members to create their own agenda. The whole emphasis will be that of growing together in community while recognizing the challenges of this task.
- Subjects may include improving well being, communication skills, organizing yourself, being a good friend, listening to others, time keeping, helping those in crisis, etc.
- The scope of this post is that of mentoring rather than formal counseling.
- The mentor should regularly meet with the chaplains to discuss the agenda and the progress of participants.
- The post holder is asked to work within a Christian context and where possible draw out simple spiritual insights from daily life.

#### **Safeguarding**

The Community Mentor will have to be cleared through the DBS scheme. The mentor will be expected to undergo training on safeguarding in the first term of appointment. The post holder will be expected to follow diocesan safeguarding guidelines with additional reference to the Church of England's guidelines on safeguarding in religious communities.

#### **Responsible to / Grievance**

The post holder is responsible to the warden of the community, Father Daniel French and the trustees. Any grievance or major concerns beyond that should be taken to the community's official Visitor, the Bishop of Plymouth or the Archdeacon of Totnes.



## WEEKLY AND ANNUAL RHYTHM OF LIFE

The Benedictine wisdom invites community members to form a school of prayer and service in the Lord's name. Such a community is enhanced by simply doing three things, eating together, praying together and studying together. The Rule is keen that such a community also works in harmony and with respect to its leadership and that such leadership also listens to all the members.

I anticipate that the weekly pattern of community life will be as follows :-

Sundays	Attending and helping with worship at a church
Monday	time off
Tuesday	St Mellitus College, Plymouth doing theology
Wednesday	various pastoral and outreach duties and if possible attending Wednesday Communion
Thursday	various pastoral and outreach duties
Friday	working
Saturday	working

At some point during the week the whole community should come together for a chapter meeting with the chaplains and also time with the community mentor.

\*

The community should also commit to

A two week placement during the year at a religious house

A five day placement learning icon writing

An urban context placement for at least a week

\*

Once a term the community members should meet with the chaplain and an outside facilitator to appraise their time and discuss vocational aspirations.