



**Report of the Trustees and  
Financial Statements  
for the Year Ended 31 March 2024 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 2024**

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## The Association for Pastoral Supervision and Education CIO

### Report of the Trustees for the Year ended 31 March 2024

The Trustees hereby present their report with the financial statements of the Charitable Incorporated Organisation for the year ended 31 March 2024.

#### 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. The 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:

David Ryder (Chair since 11 June 2024)  
Brenda Mosedale (Chair) (resigned 11 June 2024)  
André Groenewald (Secretary)  
Graham Thompson (Treasurer)  
Dawn Allison (resigned 26 April 2023)  
Sheryl Anderson (appointed 11 June 2024)  
Sally Bubbers  
Elizabeth Crumlish (appointed 11 June 2024)  
Lisa Curtice (appointed 11 June 2024)  
Sarah Evans (appointed 6 June 2023)  
Deanne Gardner  
Kate Gartside (appointed 6 June 2023)  
Peter Gubi  
Bill Mullally (resigned 6 June 2023)

**Correspondent:  
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North Walsham  
NR28 0AD

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

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

Epworth Investment Management Ltd  
9 Bonhill Street  
London EC2A 4PE

## The Association for Pastoral Supervision and Education CIO

### Report of the Trustees for the Year ended 31 March 2024 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, Sarah Evans.

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

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

**Membership** (including regional and international groups): Bill Mullally, Kate Gartside, Brenda Mosedale, Graham Thompson

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

#### 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

It has been another busy year for APSE. Membership has increased to 356 members (2023: 327). We continue to develop and renew relationships in many different parts of the world. Most of the work has been done in the subgroups which are overseen by the Trustees and may include members with a wide range of expertise.

#### Conference Planning Subgroup

The charity held its 13th Annual Conference online from Tuesday, 6th to Wednesday, 7th June 2023 with 83 delegates taking part. The theme was “Enriching practice in pastoral supervision; growing through research” and proved to be thought-provoking, stimulating, helpful and informative as to how the pastoral supervisor becomes a practitioner-researcher, with Peter Gubi as the keynote speaker. Thanks to all who made the conference possible.

## The Association for Pastoral Supervision and Education CIO

### Report of the Trustees for the Year ended 31 March 2024 Continued

In 2024 the Annual Conference was held on 11th and 12th June at the Best Western Plus Windmill Village Hotel, Coventry. The keynote speaker was Dr. Geraldine Holton as we developed the theme, 'Deepening wisdom: Soul, compassion and creativity in pastoral supervision.' A huge amount of work is needed to make the Conference happen; requiring vision, consultation and attention to detail. The Conference is held for learning and development and for friendship and collegiality - not so easy on *Zoom* but not impossible. It is important that the subjects discussed are those that are interesting to members and useful. Thanks are due to the Conference Planning Group: Sally Bubbers, Lisa Curtice, Jonathan Kimber, David Ryder and Brenda Mosedale. Thanks also to André Groenewald, Joolz Walker and Graham Thompson who play important organisational roles.

We are planning another online conference for 2025 on 10th and 11th June and a further in-person conference during the second week of June 2026. Dates and venue to be confirmed.

#### Accreditation Subgroup

The Association continues to accredit members who demonstrate an understanding of, and commitment, to high standards of practice. During the year under review we accredited 27 members (2023: 20) and renewed the accreditations of another 10 members. The group meets regularly to monitor the activity around accreditation and to develop and test pathways to accreditation. There is regular liaison with the accreditation assessors, although they are an independent group. A year ago, the decision was made to close the route to the senior accreditation process and explore what senior accreditation meant and how best to assess that. This has meant that all applicants are assessed under the same criteria and has made this process more straightforward, while not necessarily any easier. The group has been working at what might be put in place to encourage development and greater engagement for those for whom pastoral supervision forms a significant part of what they do. We had hoped that we might be ready to launch a new senior accreditation process in the summer of 2024 but there are some practical questions that need to be clarified. We can report that it will require significantly more experience than the previous pathway and will be based around development and reflection, rather than detailed competencies.

The question of advertising on the APSE website has been a trustee consideration, as it has implications for accreditation. The trustees decided that, from September 2024, anyone who is not APSE accredited will no longer be able to advertise on the APSE website with two exceptions:

- If you have completed a course of training in pastoral supervision which would qualify for the 70 hours training requirement and are working towards accreditation, you will be able to advertise in a separate section for those in training.
- If you have completed the bridging course into pastoral supervision (referenced in the training, research and publication sub-group report) and are working toward accreditation, then you may advertise in this section.

Thanks are due to Val Allen, Dawn Allison, Sarah Evans, Lynette Harborne, Brenda Mosedale (accreditation administrator) and the assessors, who will remain nameless.

#### Membership Subgroup

The subgroup has met regularly to look at issues relating to membership, payments, communication and anything that directly affects the membership of APSE. The members area of the website (intranet) and the development of a new ethical framework have been directed and managed by the Board of Trustees. The group has continued to monitor the development of regional groups and looked at questions they have raised. The trustees have now decided that APSE would be better served by a Membership & Governance Subgroup which will consist of the Chair, Vice-Chair, Secretary and Treasurer. New terms of reference for this group are being developed. The regional groups co-ordinator will report directly to the trustees or bring issues to this new group as they arise.

One new development directly involving members has been the start of a book club, an initiative of Val Mullally and Elizabeth Garry Brosnan. The book club has convened several times during the year, attracting a large number of members and goes from strength-to-strength.

Thanks are due to the Membership Subgroup: Kate Gartside, Lynette Harborne, Brenda Mosedale, Bill Mullally, Joolz Walker and Graham Thompson.

## The Association for Pastoral Supervision and Education CIO

### Report of the Trustees for the Year ended 31 March 2024 Continued

#### Regional Groups

Regional Groups continue to be a worthwhile place to meet colleagues for networking and learning; to create opportunities to present work and ask questions; to hear speakers and reflect on our knowledge and perspective. This was affirmed at a recent meeting of regional group leaders. A *WhatsApp* group helps with direct communication between all the co-ordinators.

APSE currently has 10 active regional groups: Scotland, Yorkshire and the North East, North West, Midlands, South East, South West, East Anglia, Ireland, Cymru (Wales) and North America (including Canada). Bill Mullally will be standing down as Regional Groups Co-ordinator in September 2024 and Kate Gartside will be replacing him. We continue to believe that Regional Groups serve a valuable purpose within the APSE community and, with more time dedicated to nurturing and informing groups, they will be a major channel of enrichment and learning.

#### Training, Research and Publication Subgroup

The current members of the Subgroup are Mani Alexander, Sally Bubbers (Joint Minute-taker), Lisa Curtice (Chair), Deanne Gardner (Joint Minute-taker), Peter Gubi, Lynette Harborne, Bill Mullally and Tuntufye Mwenisongole. Mish Seabrook has stood down and Peter Gubi has stood down as Chair after leading the TRP sub-group through a very productive phase and we are very grateful to him for his contribution.

Training: Deanne Gardner and Sally Bubbers have now written a new Bridging Course for those with a background in clinical counselling. Two dates, (September and October 2024) are being offered to the 20 people who have expressed interest.

Continuing Professional Development: A range of opportunities were made available during the year and e-mails sent to encourage take-up.

Research: The subgroup discussed ways to foster research. One area was the development of an Ethical Framework for Good Practice for Researching Pastoral Supervision. The trustees have agreed to fund Dr Barbara Mitchels to progress this once work on ethics and a code of conduct has been completed. There are a range of ideas for providing research information on the APSE website including a research bulletin, links to journal articles and CPD resources. Development is ongoing. As yet there have been no expressions of interest in research activity following the 2023 conference and the Ph.D. Studentship has not been taken up.

Publication: The book, 'Enriching awareness and practice in the pastoral and reflective supervision of clergy' (edited by Prof Peter Gubi, with chapter contributions from Sally Bubbers, Dr Deanne Gardner, Prof Peter Gubi, Rev Bill Mullally, Rev Dr Tuntufye Mwenisongole, Rev Dr Sally Nash and Dr Mish Seabrook) was published in June 2023 by Lexington books. A research paper including authors from the TRP sub-group was published in July 2023: Peter Madsen Gubi, Sally Bubbers, Deanne Gardner, William Mullally & Tuntufye Anangisye Mwenisongole (2023): An evaluation of supervisees' perceptions of the benefits and limitations of pastoral/reflective supervision among Christian clergy in the UK. The research was presented at the Adversity, Religious Change and Mental Wellbeing conference in July 2023.

#### Other Developments and Decisions

The Secretary, André Groenewald, has developed, with the webmaster, Charles Macintosh, a members' only webpage (intranet) whereby members can access videos from past conferences, photos to be used in pastoral supervisory contexts and other CPD opportunities. Members can also attach their electronic accreditation certificates to their profiles (which is not visible to other users). Currently we have 301 registered users. Another exciting development has been the creation and usage of the website "GoCardless" which enables members to renew their membership fees by setting up a direct debit, (which can be set up to renew automatically). The trustees have decided that future Annual General Meetings will be held online, at a different date from the conference, and will take a slightly different format.

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

**Report of the Trustees  
for the Year ended 31 March 2024  
Continued**

**Financial Review**

The financial statements are still subject to an Independent Examination. In the year under review the charity received net subscriptions from members of £10,984 (2023: £10,485), accreditation fees of £3,710 (2023: £3,560) with corresponding costs of £2,284 (2023: £1,320) and cash inflows from conference fees of £16,215 (2022: £13,650) and corresponding cash out flows of £1,342 (2023: £9,826). We aim to cover conference costs on a year-by-year basis. The 2023 Conference was held online and resulted in a surplus of £1,913 which is being used to underwrite the cost of the 2024 Conference in Coventry..

**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 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, 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.

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



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**Revd Dr André Groenewald**  
Secretary 20th June 2024

The Association for Pastoral Supervision and Education CIO

Report of the Trustees  
for the Year ended 31 March 2024  
Continued

## Receipts and Payments Account

	<u>For the year ended 31st March</u>	
	<u>2024</u>	<u>2023</u>
<b>Receipts</b>		
Membership Subscriptions	10984	10485
Accreditation Fees	3710	3560
Conference Fees	15605	-
2024		
2023	610	2645
2022	-	1505
Donations	68	5
Bank Interest	745	-
Gift Aid	585	-
	<hr/>	<hr/>
	32307	18200
<b>Payments</b>		
Administration	2358	1943
Website	767	264
Accreditation Costs	2284	1320
Conference Expenditure	-	9826
2022		
2023	1342	-
Meeting Costs and Trustees' Expenses	4314	4781
Finance Charges	82	61
Independent Examination	250	250
Postage, Stationery and Software	106	30
Insurance	264	264
Professional Fees and Subscriptions	95	35
Professional and Legal Advice	3025	-
Grants to Regional Groups	73	-
Gifts to Retiring Trustees	69	-
	<hr/>	<hr/>
	15029	18774
<b>Surplus Receipts over Payments</b>	<hr/> <b>17278</b> =====	<hr/> <b>(574)</b> =====



The Association for Pastoral Supervision and Education CIO

Report of the Trustees  
for the Year ended 31 March 2024  
Continued

## Reconciliation

		<u>For the year ended 31st March</u>	
		<u>2024</u>	<u>2023</u>
Closing Balances:	Co-op Bank	6527	44994
	Epworth Cash Plus Fund	55745	-
		-----	-----
		62272	44994
<u>Less:</u>	Opening Balance: Co-op Bank	44994	45568
		-----	-----
<b>Surplus Receipts over Payments</b>		<b>17278</b>	<b>(574)</b>
		=====	=====
		<u>2024</u>	<u>2023</u>
<b>Funds</b>			
	General Fund	40667	36349
	Conference Fund	15605	2645
	Designated Fund: Doctoral Work	6000	6000
		-----	-----
<b>Closing Balance</b>		<b>62272</b>	<b>44994</b>
		=====	=====

23<sup>rd</sup> May 2024

## The Association for Pastoral Supervision and Education CIO

Independent Examiner's Report for the Year to 31<sup>st</sup> March 2024

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2024.

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

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

Date...23/5/24.....

...*SueW*.....

Sue Wintle FMAAT

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