



LEE ABBEY
LONDON

Appointment of

Trustees, Lee Abbey London

December 2024

UBRPA

Saxton Bampfylde

Introduction to the Lee Abbey Movement

From its earliest beginnings in Devon in 1946, Lee Abbey was a movement of God for evangelism and renewal, with a significant emphasis on resourcing and equipping the church and its people. Our vision remains to 'Communicate Christ through Relationships' for the advancement of the Christian faith through the ministry of communities. Across the Lee Abbey Movement our goal is to reach out to offer God's welcome; in Devon through a retreat, holiday and conference centre; in London through a student hostel (Lee Abbey International Students Club, Now called Lee Abbey London); and through the Lee Abbey Small Missional Communities (SMCs), currently in Aston in Birmingham, established in 1989, Knowle West in Bristol (1992) and Ford in Plymouth (2020).

Lee Abbey London was founded in 1964 to offer suitable accommodation in a friendly atmosphere for students coming to London from all over the world, some of whom had never travelled outside their own countries. Since that time, the number and background of those who stay there, both in term time and over the summer, has increased and broadened as demands on students and global dynamics change and evolve.

The Lee Abbey Movement, through its Board of Trustees, The Lee Abbey Council, encompasses all aspects of Lee Abbey's mission, ministry, and its legal, charity and structural governance. It works in collaboration with and through the respective Trustee Boards of Devon, London and the SMCs, and their communities to provide oversight, support and strategic guidance as together we seek to discern God's will for Lee Abbey into the future.

Through all of this we have been supported by the prayers of the Lee Abbey Friends, living testimony to the unshakable belief of our

founders that prayer is the very underpinning of what we seek to do under God. Prayer enables all things, prayer changes all things, prayer transforms all things, in a way which is beyond our wildest dreams and in a way in which no human plans can ever achieve. It was through the initiative of Friends sixty years ago that Lee Abbey London came into existence.

We believe that the work of Lee Abbey has never been more important. In an increasingly post-Christendom, broken and fragmented world it is even more critical that God, and faith in him through a personal relationship with his Son Jesus is made real and relevant to all people, so that they can encounter and experience for themselves the life-giving presence of the Holy Spirit and know the power of God in their lives.

Revd Canon Dr Sam Cappleman
Executive Chair
The Lee Abbey Movement

Welcome from the Chair of Lee Abbey London

Lee Abbey London is a Christian community with members from different parts of the world which serves both UK and international students studying in London. Our ministry is to young people of all faiths and none, who live with our community for a season, thus providing an opportunity for us to "Communicate Christ through relationships"—the overall mission of the Lee Abbey Movement.

Lee Abbey London is a registered charity, but it is also importantly a social enterprise—a cause-driven venture whose primary reason for being is to provide a home for students studying in London. Profits are not the motivation for our activities, but generating revenues plays an essential role in the sustainability of our enterprise—sustainable income generation differentiates us from a traditional charity that relies on outside funding in the form of donations or grants to achieve its mission.

We carry out our mission activity through an independent student hall of residence located in West London. To ensure our charity's continuing financial sustainability during and after the COVID 19 pandemic, student accommodation income has supplemented by letting spare rooms on Booking.com—guest fees now comprise around 20-25% of the charity's total income. This has also proved to be an additional opportunity to Communicate Christ through Relationships—many of our guests have told us that they experience something special when they stay at Lee Abbey London.

Lee Abbey London is led by a Director, James Fulford, who is responsible for operational and commercial services, and a Deputy Director and Chaplain, Rev'd Sue Cady, who is head of pastoral and student services. Both James and Sue live on site.

A new charitable project for us is the "London Lighthouse", an opportunity for Christian students to board at Lee Abbey at a reduced rent, in return for giving 10 hours a week to local mission activity. They also join the rest of the Lee Abbey community in prayer and worship. Current students on the Lighthouse project are serving at a night shelter, in kids church, and by helping to run an Alpha course.

The board of Lee Abbey London meets five times a year, in January, March, June, September, and November. Meeting normally take place between 5-7pm in person at Lee Abbey London, but occasional meetings are held on-line. A number of London Board members are also part of the Lee Abbey Movement Council which meets four times a year in Bristol. All trustees are also invited to attend meetings of the wider Lee Abbey Movement, which take place in Devon over a weekend approximately once every two years.

The range of our charitable and commercial activities means that we need trustees who are committed Christians with skills in areas such as finance, hospitality, property management, student ministry, law, and safeguarding.

Professor Sandy Pepper
Chair, Lee Abbey London

About Lee Abbey London

Lee Abbey London was founded in 1964 as a not-for-profit charity. It was set up to provide suitable accommodation in a friendly atmosphere for students coming to London from all over the world. More than 50 years later, this vision remains the same.

The name “Lee Abbey” comes from the large country house and estate in Devon, in the south-west of England. In this beautiful setting, a group of Christians from the Church of England (Anglicans) founded a retreat centre where people could go for spiritual and physical refreshment. This work began in 1946 and continues today.

Some people involved in supporting Lee Abbey in Devon as Friends became aware of the difficulties facing international students in London. Many were forced to live in expensive and overcrowded accommodation. And so the Lee Abbey International Students’ Club was set up in London in 1964. Its mission: to care for people and show hospitality, and these founding principles make Lee Abbey London the special place it is today.

Lee Abbey London is located in a quiet and exclusive residential part of Kensington, within reach of most central London colleges and universities. Situated in the heart of London, minutes away from iconic places like the Natural History Museum, the Victoria and Albert Museum, the Royal Albert Hall and High Street Kensington.

Lee Abbey is home to about 200 residents and is run by a friendly and caring Christian community. Our team come from all over the world, and this mix of nationalities and cultures creates a unique environment.

We live and work according to Christian values, expressed through service and hospitality, and we provide a comfortable and welcoming “home from home”.

Our heritage lies in the Church of England and the Communities of Lee Abbey are formally Acknowledged Religious Communities by the Church of England. Each community is ecumenical in nature and includes members from many Christian traditions.

More can be learnt about Lee Abbey London at: <https://www.leeabbeylondon.com/>

Our Values



LOVE

We love God and others, keeping Christ at the centre of our lives and trusting that all things are possible in his strength. We make it a priority to keep our spiritual passion alive and grow deeper in relationship with God.



SERVICE

We aim to reveal God’s kindness and generosity through working with, and serving others with excellence. We choose to extend God’s welcome to whoever we meet, to show our spirit of adventure, love of life and thankfulness.



RESPECT

We honour others by living with integrity, in an open and honest way. We don’t gossip, criticise or judge. Instead, we choose to forgive and seek to be reconciled, just as we have been forgiven by Christ.



About Lee Abbey

The group of charities

LEE ABBEY MOVEMENT, a company limited by guarantee, is the umbrella charity which operates through a board of trustees known as "COUNCIL". Council meets four times a year in Bristol or London, one of these being a 24-hour residential meeting.

LEE ABBEY DEVON and LEE ABBEY LONDON are separate charities which are part of The Lee Abbey Movement. Both are private companies limited by guarantee and registered charities in England and Wales. Lee Abbey Devon and Lee Abbey London both have separate boards of trustees, some of whom are also members of Council.

Financial position

At 30 April 2024 the Lee Abbey Movement had consolidated net assets of £10.9m represented by a designated property fund of £7.9m, unrestricted general funds of £2.9m. and restricted funds of £200,000. The majority of the property and cash assets are held by Lee Abbey Devon and Lee Abbey London. A bank loan of £1.3m is secured on the London property.

During the year ended 30 April 2024, the Lee Abbey Movement had consolidated income of £5m and expenses of £4.3m. Lee Abbey London had income of £2.4m and expenditure of £2.2m (including a depreciation charge of £286,000).

Learn more about Lee Abbey Movement at: <https://leeabbey.org.uk/>



The Role

Lee Abbey are undertaking a refresh of the various boards over the next 18 months as several current trustees come to the end of their terms of office. Members of these boards are both charity trustees and company directors, with a set of responsibilities defined by both charity and company law.

We are looking for Trustees for Lee Abbey London, following the recent retirement of three trustees after long periods of service.

We would welcome candidates who brought experience such as:

- Hospitality industry
- Higher education
- Student ministry
- Safeguarding
- Finance
- HR
- Legal
- Property

Christian character

All trustees are expected to be practicing Christians. While the Lee Abbey Movement's foundations and strongest links are with the Church of England, the movement is multi-denominational, so that practicing Christians of other denominations would be welcome to apply.





Our mission:
**COMMUNICATING
CHRIST THROUGH
RELATIONSHIPS**

Main Activities & Responsibilities

The Board of Trustees are responsible and liable for the governance, functioning and solvency of Lee Abbey London, and are accountable in varying degrees to service users, donors, the Lee Abbey Council, the Charity Commission and Companies House.

Each Board has a Chair appointed by the Council. Non-Executive Board members, whose names are approved by Council, serve for a three year term, at which point they would be eligible for re-election. The Chair of the Movement is ex-officio a member of the three Boards, but does not attend all meetings.

Main responsibilities

- To promote the objects of the charity and the collective expression of this through the Lee Abbey Movement group of charities, as periodically reviewed and agreed. (This is currently “Communicating Christ through relationships”)
- Honour the terms of the Lee Abbey Movement Memorandum of Understanding, as periodically reviewed and agreed
- To take part in formulating and regularly reviewing the strategic aims of Lee Abbey London.
- With other trustees, to ensure that the policy and practices of Lee Abbey London are in keeping with its aims
- With other trustees to ensure that Lee Abbey London functions within its legal and financial requirements of a charitable organisation and strives to achieve best practice.

Main duties

- To ensure the effective and efficient administration of Lee Abbey London and its resources striving for best practice and good governance.
- Ensure that Lee Abbey London complies with legislative and regulatory requirement and acts within the confines of the governing document.
- To act in the best interest of Lee Abbey London and its service users and donors.
- To promote and develop Lee Abbey London for it to grow and maintain relevance to church and society.
- To maintain sound financial management of the resources of Lee Abbey London
- To share in the interviewing, appointing and monitoring of the work and activities of the senior members of the Community.
- To maintain absolute confidentiality about all sensitive/confidential information received in the course of the trustees responsibilities to Lee Abbey London.
- Regularly attend the meetings of the Board
- Maintain good relations with the senior members of the Community

Terms of Appointment

Trustees serve for a three-year term, at which point they would be eligible for re-election.

These are unremunerated roles, in line with Charity Commission law, but reasonable expenses can be claimed.

Lee Abbey has a Genuine Occupational Requirement for Trustees to be practising Christians.

Future Lee Abbey London Board dates:

Wednesday 15th January 2025
Wednesday 19th March 2025
Wednesday 11th June 2025
Thursday 11th September 2025
Thursday 13th November 2025

All meeting take place between 17:00-19:00 at Lee Abbey London in Kensington:

Lee Abbey London,
57/67 Lexham Gardens,
Kensington,
London W8 6JJ



How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Lee Abbey on this appointment.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **UBRPA**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

The closing date for applications is noon on **Friday 17th January 2025**.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

Due diligence

We carry out due diligence as part of the application process on behalf of all our clients. This may include searches carried out via internet search engines and any public social media accounts.





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