

KADAMPA MEDITATION CENTRE LIVERPOOL

ANNUAL REPORT TO TRUSTEES (2020)

Admin Directors Report

Directors / Trustees

On the advice of Venerable Geshe-la and in line with other UK centres, the previous directors accepted the Charity's new constitution. Therefore as of December 2020 the new appointed directors are Roy Crate (aka Kelsang Sangdhrub), Pauline Kinrade and Jennifer Andrews (aka Kelsang Droljang).

Pandemic and how it affected the centre

2020 presented significant challenges to the centre with 23/3/2020 being the start of national lockdown and the inability to operate in person classes. This resulted in the immediate closure of the main centre as well as branches, the planned public talk with Gen-La Khyenrab and the temporary closure of the café, all of which combined significantly affected the incoming resources of the centre.

Gen Jigme, Eddie Daley and Vincent Conil put great efforts into establishing an online system and through this the centre continued to give dharma throughout the rest of the year. Centres around the world were in the same position for quite some time until lockdown restrictions began to ease. The pandemic has highlighted the inadequacy of the existing Meditation Room in terms of size. On easing of lockdown, the government introduced Guidelines for Places of Worship which initially required 2m social distancing between persons and in all directions. This meant that a maximum of 7 persons including the teacher and assistant could be in the meditation room at any one time. A decision was made at that point to continue to provide online classes only. Also it was crucial to consider the health risks of individual teachers, the majority of whom would have been at greater risk from the virus whether due to age or underlying health conditions. The Education Report below has more detail with regards to classes operating prior to lockdown and on courses that were subsequently livestreamed.

Building Projects

The main project underway at the beginning of the year was continuing to provide new bathrooms for the residents. The 1st floor shower rooms were completed in 2019 and work had started early 2020 on the 2nd floor communal showers along with the en-

suite in room 5. Keith Robinson had been very kind in offering his work at extremely low cost to the centre but was unfortunately very limited in his availability subject to caring responsibilities for his family back in Cumbria. As concerns about the virus grew, it was decided to use external contractors to complete this project asap in order to provide more shower facilities for residents and thereby reduce the chance of the virus spreading. The 2 communal bathrooms were finished just as the initial complete lockdown started enabling us to identify a particular shower room for anyone who became ill. Unfortunately the en-suite was not completed in time. In the early part of the pandemic two residents contracted coronavirus during that period, both of whom were key workers. It would appear that the safe hygiene measures in the house and residents cherishing each other worked to prevent the virus from spreading.

The main hallway and the meditation room were also redecorated during this period.

Residents

Due to pandemic restrictions, two residents decided to move out during 2020 in order to be closer to their families. In addition, we were asked if Vincent Conil could step down as the Café Manager in December and go instead to work on the building project in Leeds.

Financial Report – Summary of Comparisons (major income / expenditures)

Income	2020	2019	+/-
TOTAL INCOME	£87,300	£135,800	-(£48,500)
Rent Income	£41,250	£41,250	£0
Total Education Income	£31,700	£69,400	-(£37,700)
Shop Income	£1,400	£6,800	-(£5,400)
Café Income	£6,800	£15,800	-(£9,000)
Grant Income – COVID grant	£5000	-	£5,000
TOTAL EXPENDITURE	£85,400	£119,600	-£34,000
Education (publicity/room hire)	£12,400	£33,000	- £20,600
Repairs and Maintenance	£10,800	£29,700	-£18,900
Sponsorship (PAYE+ room rental)	£23,040	£23,040	£0
Utilities / Council Tax *2019 credit on electricity	£23,700	£16,700	+£7,000
IT equipment (2020 livestream equipment)	£2990	£226	+£2,740
Net Operating Income / Expenditure	-£3130	£914	-£4,044

In summary, total income was down by £48,500 on the previous year, the majority of which was the dramatic fall in education income of £37,700 plus a reduced income of £14,400 from the café and shop combined.

The centre did receive a COVID small business grant of £5000 from the government. However the final end of year accounts showed an overall loss of £4044. Had the centre not received the grant then it would have made a loss of £9044 over the 9 months from when the pandemic started to 31-12-20.

1st January 2020 -combined bank accounts - £46,233

31st December 2020 combined bank accounts - £37841

31st December 2020 outstanding property loans combined - £28364

Education Report

In 2020 our education programme saw significant changes. At the start of 2020 we had 7 branch classes in total. Classes at KMC Liverpool included two weekly GP classes, a morning meditation (Mon-Fri), Prayers for World Peace as well as two courses a month.

In March 2020, due to the covid-19 pandemic, all branch classes and were stopped, as were all in person classes at KMC Liverpool. We also had to cancel an event planned for April at St Georges Hall with Gen-la Khyenrab. In response to this we immediately went online, live streaming all our classes, courses and pujas. We also increased our programme offering three GP classes per week with all our content available as catch-up.

In March we held our first ever live streamed Blessing Empowerment of Buddha Prajnaparamita. We also held 9 retreats throughout the year and in August participated in an event streamed from Nagarjuna Centre by Kadam Bridget Heyes. We continued to offer regular weekend courses.

Unfortunately, from March 2020 we also had to stop our community and outreach work such as school, hospital and prison visits.

Student numbers for our online content has been mixed. For one GP series we had 77 people however overall student numbers have dropped markedly. We have however increased our membership. Throughout this time we have been totally reliant on social media and marketing emails to advertise our classes.

Registered number
02887663

Kadampa Meditation Centre Liverpool

Report and Accounts

31 December 2020

Kadampa Meditation Centre Liverpool
Registered number: 02887663
Directors' Report

The directors present their report and accounts for the year ended 31 December 2020.

Principal activities

The principal activity of the company is to promote the Buddhist faith through the activities of teaching, study, practice and the observance of moral discipline all within the Buddhist tradition of Je Tsongkhapa.

Directors

The following persons served as directors during the year:

E A Daley
K Evans
C M Traynor
J Andrews
R M Crate
P M Kinrade

Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 5 August 2021 and signed by its order.

E Pritchard
Secretary

Kadampa Meditation Centre Liverpool
Profit and Loss Account
for the year ended 31 December 2020

	2020 £	2019 £
Turnover	87,330	135,784
Cost of sales	(8,893)	(24,359)
Gross profit	<u>78,437</u>	<u>111,425</u>
Administrative expenses	(82,541)	(110,212)
Operating (loss)/profit	<u>(4,104)</u>	<u>1,213</u>
Interest payable	(927)	(1,322)
Loss before taxation	<u>(5,031)</u>	<u>(109)</u>
Tax on loss	-	-
Loss for the financial year	<u>(5,031)</u>	<u>(109)</u>

Kadampa Meditation Centre Liverpool
Registered number: 02887663
Balance Sheet
as at 31 December 2020

	Notes	2020 £	2019 £
Fixed assets			
Tangible assets	3	115,699	117,599
Current assets			
Debtors	4	352	352
Cash at bank and in hand		39,882	50,764
		<u>40,234</u>	<u>51,116</u>
Creditors: amounts falling due within one year	5	(14,699)	(14,018)
Net current assets		<u>25,535</u>	<u>37,098</u>
Total assets less current liabilities		<u>141,234</u>	<u>154,697</u>
Creditors: amounts falling due after more than one year	6	(19,004)	(27,436)
Net assets		<u>122,230</u>	<u>127,261</u>
Capital and reserves			
Profit and loss account		122,230	127,261
Shareholder's funds		<u>122,230</u>	<u>127,261</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The member has not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

R M Crate
 Director
 Approved by the board on 5 August 2021

Kadampa Meditation Centre Liverpool
Notes to the Accounts
for the year ended 31 December 2020

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have transferred to the buyer. Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs.

Intangible fixed assets

Intangible fixed assets are measured at cost less accumulative amortisation and any accumulative impairment losses.

Tangible fixed assets

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Freehold buildings	over 50 years
Leasehold land and buildings	1% of cost
Plant and machinery	25% pa reducing balance
Fixtures, fittings, tools and equipment	25% pa reducing balance

Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first in first out method. The carrying amount of stock sold is recognised as an expense in the period in which the related revenue is recognised.

Debtors

Short term debtors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method, less any impairment losses for bad and doubtful debts.

Creditors

Short term creditors are measured at transaction price (which is usually the invoice price). Loans and other financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

Kadampa Meditation Centre Liverpool
Notes to the Accounts
for the year ended 31 December 2020

Taxation

A current tax liability is recognised for the tax payable on the taxable profit of the current and past periods. A current tax asset is recognised in respect of a tax loss that can be carried back to recover tax paid in a previous period. Deferred tax is recognised in respect of all timing differences between the recognition of income and expenses in the financial statements and their inclusion in tax assessments. Unrelieved tax losses and other deferred tax assets are recognised only to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Deferred tax is measured using the tax rates and laws that have been enacted or substantively enacted by the reporting date and that are expected to apply to the reversal of the timing difference, except for revalued land and investment property where the tax rate that applies to the sale of the asset is used. Current and deferred tax assets and liabilities are not discounted.

Provisions

Provisions (ie liabilities of uncertain timing or amount) are recognised when there is an obligation at the reporting date as a result of a past event, it is probable that economic benefit will be transferred to settle the obligation and the amount of the obligation can be estimated reliably.

Leased assets

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. All other leases are classified as operating leases. The rights of use and obligations under finance leases are initially recognised as assets and liabilities at amounts equal to the fair value of the leased assets or, if lower, the present value of the minimum lease payments. Minimum lease payments are apportioned between the finance charge and the reduction in the outstanding liability using the effective interest rate method. The finance charge is allocated to each period during the lease so as to produce a constant periodic rate of interest on the remaining balance of the liability. Leased assets are depreciated in accordance with the company's policy for tangible fixed assets. If there is no reasonable certainty that ownership will be obtained at the end of the lease term, the asset is depreciated over the lower of the lease term and its useful life. Operating lease payments are recognised as an expense on a straight line basis over the lease term.

Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

2 Employees

	2020	2019
	Number	Number
Average number of persons employed by the company	<u>3</u>	<u>3</u>

Kadampa Meditation Centre Liverpool
Notes to the Accounts
for the year ended 31 December 2020

3 Tangible fixed assets

	Land and buildings £	Plant and machinery etc £	Total £
Cost			
At 1 January 2020	142,245	36,699	178,944
At 31 December 2020	<u>142,245</u>	<u>36,699</u>	<u>178,944</u>
Depreciation			
At 1 January 2020	27,623	33,722	61,345
Charge for the year	1,422	478	1,900
At 31 December 2020	<u>29,045</u>	<u>34,200</u>	<u>63,245</u>
Net book value			
At 31 December 2020	<u>113,200</u>	<u>2,499</u>	<u>115,699</u>
At 31 December 2019	<u>114,622</u>	<u>2,977</u>	<u>117,599</u>

4 Debtors

	2020 £	2019 £
Trade debtors	<u>352</u>	<u>352</u>

5 Creditors: amounts falling due within one year

	2020 £	2019 £
Bank loans and overdrafts	9,361	9,360
Taxation and social security costs	44	3
Other creditors	<u>5,294</u>	<u>4,655</u>
	<u>14,699</u>	<u>14,018</u>

6 Creditors: amounts falling due after one year

	2020 £	2019 £
Bank loans	<u>19,004</u>	<u>27,436</u>

7 Other information

Kadampa Meditation Centre Liverpool is a private company limited by guarantee without share capital and use of Limited exemption incorporated in England. Its registered office is:

Greystoke
25 Aigburth Drive
Sefton Park
Liverpool
L117 4JH

Kadampa Meditation Centre Liverpool
Detailed profit and loss account
for the year ended 31 December 2020

This schedule does not form part of the statutory accounts

	2020 £	2019 £
Sales	87,330	135,784
Cost of sales	(8,893)	(24,359)
Gross profit	<hr/> 78,437	<hr/> 111,425
Administrative expenses	(82,541)	(110,212)
Operating (loss)/profit	<hr/> (4,104)	<hr/> 1,213
Interest payable	(927)	(1,322)
Loss before tax	<hr/> (5,031)	<hr/> (109)

Kadampa Meditation Centre Liverpool
Detailed profit and loss account
for the year ended 31 December 2020

This schedule does not form part of the statutory accounts

	2020	2019
	£	£
Sales		
Sales	87,330	135,784
	<hr/>	<hr/>
Cost of sales		
Purchases	5,076	15,095
Other direct costs	3,817	9,264
	<hr/>	<hr/>
	8,893	24,359
	<hr/>	<hr/>
Administrative expenses		
Employee costs:		
Wages and salaries	23,040	23,464
Pensions	44	43
Staff training and welfare	868	3,243
Travel and subsistence	1,309	1,473
	<hr/>	<hr/>
	25,261	28,223
	<hr/>	<hr/>
Premises costs:		
Rent	3,808	4,587
Rates	4,445	5,538
Light and heat	17,578	16,693
	<hr/>	<hr/>
	25,831	26,818
	<hr/>	<hr/>
General administrative expenses:		
Stationery and printing	759	760
Bank charges	523	1,067
Insurance	2,417	2,277
Equipment expensed	-	1,039
Software	2,988	227
Repairs and maintenance	10,901	29,691
Depreciation	1,900	1,900
Sundry expenses	1,636	3,087
	<hr/>	<hr/>
	22,825	41,729
	<hr/>	<hr/>
Legal and professional costs:		
Accountancy fees	720	720
Advertising and PR	7,155	12,450
Other legal and professional	749	272
	<hr/>	<hr/>
	8,624	13,442
	<hr/>	<hr/>
	82,541	110,212
	<hr/>	<hr/>



Section A

Independent Examiner's Report

Report to the
trustees/directors/
members of

Charity Name
Kadampa Meditation Centre Liverpool

On accounts for the year
ended

31 December 2020

Charity no.:
1037091

1

Company no.:
02887663

Set out on pages

1 – 8

(remember to include the page numbers of additional sheets)

Responsibilities and
basis of report

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31/12/2020

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.

Independent
examiner's statement

[The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed: K J Harter Date: 06/08/2021

Name: K J Harter

Relevant professional qualification(s) or body (if any):

Address: KBS Oakes Accountants Ltd,
Montgomery Chambers, 22 Hardwick Street, Buxton, Derbyshire, SK17 6DH

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.