



The Community of Interbeing UK

Annual Report and Financial Statements

Year Ended 31 December 2020

Registered Charity

No 1096680

Company Registration

No 4623280

About the Community of Interbeing UK

The Community of Interbeing UK is the network of people in the United Kingdom who practise Buddhism according to the teachings of Zen master Thich Nhat Hanh (*Thầy* -pronounced 'tie' - as we call him, meaning teacher in Vietnamese). The UK Community of Interbeing is part of the wider international Sangha of many thousands of practitioners worldwide, all of whom follow Thầy's mindfulness practice and teachings.

Mindfulness is the energy of being aware and awake to the present moment. It is the continuous practice of touching life deeply in every moment of daily life. To be mindful is to be truly alive, present and at one with those around us and with what we are doing. We bring our body and mind into harmony while we wash the dishes, drive the car or take our morning shower, learning to do them with mindfulness, with an awareness that we are doing them. We practise mindfulness throughout every moment of the day and not just during meditation.

Practising mindfulness cultivates understanding, love, compassion, and joy. This practice helps us to take care of and transform suffering in our lives and in our society.

In practising together as a group, our practice of mindfulness becomes more joyful, relaxed and steady. We support each other along the path of practice. With the support of the community, we can practise to cultivate peace and joy within and around us, as a gift for all of those whom we love and care for. We can cultivate our solidity and freedom - solid in our deepest aspiration and free from our fears, misunderstandings, and our suffering.

In addition to providing national retreats and training, the Community of Interbeing supports around one hundred and twenty local sangha groups around the UK, sells books and other media, and provides a weekly update for members called *Dharmabites*, plus a monthly e-News called *Here & Now*, as well as distributing the international *Mindfulness Bell* magazine.

Through our programmes of education and practice the Community of Interbeing endeavours to encourage more people to practise mindful living.

2020 Annual Review

In this annual review we set out our charitable aims, and for each aspect of our activities, the actions taken to implement them in this year as well as our plans for the future.

Charitable aims

The Objectives of the Community of Interbeing are:

- a) To advance, support and encourage the study and practice of Buddhism and mindful living in accordance with the teachings of meditation master Thich Nhat Hanh, in the UK and overseas, in keeping with the Five Mindfulness Trainings.
- b) To assist and encourage the formation and activities of regional and local groups having this common purpose.

National practice and training

What we do

- Organise retreats for adults, families and young people.
- Provide an in-depth training programme on the core teachings.
- Run a small practice centre – the Being Peace Cottage.
- Run 6 and 8 week introductory courses to Plum Village mindfulness practice.
- Offer and share our practice online in a variety of formats.

How what we do delivers public benefit

The principal benefit comprises the provision of opportunities for members of the public (including Buddhists and those interested in Buddhism) to learn more about mindfulness and Buddhism. We provide instruction from beginner to advanced levels, enabling people to deepen their knowledge and experience. We offer retreats for both individuals and groups, to enable them to develop their meditation experience and increase their understanding of the mindful way of life in the Plum Village tradition of Thich Nhat Hanh.

Our events are advertised publicly on our website, social media channels (e.g PlumVillageUK facebook page) as well as our weekly Dharmabites offerings for members and monthly e-News (which anyone can sign up to). We offer a warm welcome to anyone who wishes to attend. We make a charge to recover the cost of running our retreats and training programmes with a lower rate applying to those in special circumstances. We also endeavour to raise funds to offer bursaries towards the cost of some of the events.

Action taken in 2020

The year 2020 was an extraordinary year for all species on planet Earth, with: a global pandemic that showed the full extent of inter-connectedness and impacted the human species; horrifying acts of individual and state violence that galvanised international action for racial and social justice; and the increasing manifestation of extreme weather events across the globe.

Set in this context our community worked in so many ways to grow connection and develop our practice. From initial first steps sharing togetherness online we developed steadily in confidence and variety of opportunities we offered. Across the broad community in the UK we were delighted to support:

- A series of four-week courses online with Dharma Teachers Teri West and Mhairi McLuskie
 - Nourishing the Mind of Love, from 16th February
 - Touching The Earth, from 19th April
 - Insights into Impermanence, from 13 September

- The Rainbow Sangha, for those who identify under the LGBTQIA+ umbrella was announced in March 2020 and grew steadily in membership throughout the year.
- The Deep Listening Phone Sangha also remained available for those who prefer the telephone medium.
- A wide range of retreats and in-person events were advertised in March 2020, shortly before the first COVID-19 lockdown. Many of these were subsequently cancelled or postponed but as the community transitioned to online practice with the support of Plumline's international facilitator group, we were also able to continue with many events on Zoom. These included:
 - Sunday Sangha launched in March 2020, with a weekly opportunity to practice together online from 5-6pm UK time.
 - Teri West, UK lay Dharma Teacher, began offering an early morning meditation session, 6:15am to 7am on Monday mornings, starting on 23rd March. These morning sessions quickly established twice weekly on a Monday and Wednesday, with 'Early Birds' gathering for a 45 minute practice of starting the day in stillness.
 - Mhairi McLuskie, UK lay Dharma Teacher, began offering Loving Kindness Morning Practice Sessions on Tuesday and Thursday mornings in April, from 7.30am to 8.15am. These sessions, Beginning the Day with Love, have also established as weekly feature in many people's calendars.
 - Wake Up London moved online in March 2020, as did Colours of Compassion Sangha, Heart of London Sangha and most other local sangha groups across the UK. A new group 'Exploring our white identities' also launched in March 2020.
 - The Be Calm Be Happy Course was offered online in 2020 and Lauri Bower also offered her experience to train and assure facilitators to offer the course online.
 - The UK Sangha Day of Mindfulness on Sunday 17th May featured a much-appreciated talk by Plum Village UK Dharma Teacher Jane Coatesworth on the topic of cultivating non-fear.
 - A second 'Ceremony To Support the Sick' took place on Sunday 14th June.
 - The week's morning meditations were completed on Friday mornings with meditations from 26th June onwards offered by Sister Tam Muoi (Plum Village Monastic) to the UK Sangha.
- We were very pleased to announce that the planned 'Alive and Awake' retreat in June would be offered online. This online retreat was facilitated by Plum Village UK Dharma Teachers Susanne Olbrich and Lesley Collington, both experienced mindfulness practitioners in the Plum Village tradition.
- As lockdown conditions gradually eased in the summer, we continued to offer our activities online. On Sunday 5th July, Kaira Jewel Lingo facilitated an online teaching event for us on the topic of 'Compassion Is the Best Protection'.
- We were delighted to offer the first online transmission in the UK of the Five Mindfulness Trainings on Saturday 1st August.
- In the context of the Climate and Ecological Emergency an All-Age Retreat on 15 August, hosted by the Border Collie Sangha and facilitated by Dharma Teacher Murray Corke, focussed on the Love Letter to the Earth that Thich Nhat Hanh wrote in 2013.
- The August retreat planned at Woodbrooke Quaker Study Centre in Birmingham - Bringing Quaker and Buddhist Practice Together - was facilitated online by UK Dharma Teacher Lesley Collington and Woodbrooke Tutor Tim Peat Ashworth.

- ‘Sangha Story Time’ started in August with stories shared each week by Teri West, and a number of UK Dharma Teachers offering a weekly reading of ‘Old Path White Clouds’ unabridged.
- Monthly Mindful Mornings began in September 2020 on the first Sunday of every month. This shared space, facilitated by members of the Order of Interbeing with dharma talks offered by lay and monastic Dharma Teachers, welcomed all friends. The theme for September was ‘Together we are one.’
- The third of three Dharma Training Programme retreats from 23-25 October explored the practice of meditation (‘Dhyana’) and inclusiveness (‘Kshanti’).
- In October, Buddhists Across Traditions launched with the tremendous energy of community member Rehena Harilall, offering a series of events for Black History Month, with ‘Coming Home: Towards Racial Healing & Justice.’ A formal ceremony was held by Myokei Caine-Barrett, Ven Dr Pannavati, Ven Bhante Budharakkhita, Sister Peace and Sister True Moon of Clear Grace, with prayer, meditation, love and compassion.
- From October 9th-12th a Dharma Training Retreat was held in Scotland, Living Deeply with the Practice of the Six Perfections. Guided by Dharma teachers Martin Pitt and Susanne Olbrich, the retreat explored the Six Perfections (Paramitas) and their relevance to our everyday life.
- On 11th October we invited friends to a morning of mindfulness in celebration of Thây’s 94th continuation day, facilitated by Mhairi McLuskie and Teri West, supported by members of Wake Up and Heart of London sanghas and other volunteers.
- A new ‘Course in a weekend’ was offered by Lauri Bower on Saturday 21st November, ‘Playing with Words: A Mindful Writing workshop’. Through mindful exercises, playful writing reflections and group feedback, participants had opportunities to explore the benefits of writing on a regular basis and its healing properties.
- In November our Mindful Morning focused on coming home to our body, on grounding ourselves and feeling embodied. Lesley Collington and Jane Coatesworth led a series of guided meditations exploring lying down, standing and sitting. In December our Mindful Morning was facilitated by Michael Schwammberger and Br Phap Lai in Plum Village, supported by Teri West.
- Mindful Tuesdays for Musicians came together in November with Susanne Olbrich, to relax and find calm, inspiration, and new perspectives with mindfulness practice. Weekly online drop-in sessions included guided meditations, input on mindfulness and time for musicians to connect and share their questions, experiences, and creative projects.
- In December we re-published the CoI UK Manual of Practice following a substantial review and editing process. If you joined the Community of Interbeing before we had a website, you will have received a Practice Manual that was put together in the 1990s by our pioneering Sangha members. It was presented in a loose-leaf folder and occasionally we would receive updates in the post and replace the pages to be updated. The Manual was a helpful guide, covering everything including basic meditation and all our various practices.
 - There was a great deal to change and update, and we’ve added some colour photos to make it come alive. It is packed with useful information about our teacher, the history of our tradition, and practical information about all aspects of our wonderful practice. It is possible to download it if you’d like to make your own loose-leaf folder.
- On 20th December, Wake Up Friends organised an online ‘Winter Warmer’ festival to support our monastic Plum Village family. It was a day full of songs, joy, sharing and mindfulness. Some well-known names in the line-up included Dharma Teachers Teri West and Susanne Olbrich, Br Phap Dung, Br Phap Lub, Sr Linh Di, members of local UK Sanghas, incl. Joe Holtaway, Max West, Melissa James, and teachers inspired by Thây including Roshi Joan Halifax, Tara Brach, a monastic band and many more!

- **Being Peace Cottage** was used in the following ways:

- In the year 2020 use of the cottage was much reduced due to Covid restrictions. We had some lettings during the summer months when restrictions were eased, we had Covid Guidelines about careful cleaning in place and left three days between visits in order to keep people safe. We are asking people to bring their own tea towels as well as bedclothes and towels. The library has been removed, probably until next year, 2022.
- Being Peace Cottage continues to be wonderfully cared for by the Cottage team who offer their time and skills generously to maintain the property and garden beautifully.

- **Be Calm Be Happy, introductory courses**

- With Covid and the lockdowns our ability to run in-person courses in 2020 was drastically curtailed.
- We ran the course 9 times with approximately 120 attendees. 8 of these as an 8-week course and, for the first time, a weekend retreat online, for 30 people.
 - One course began in-person and had to finish online.
 - The feedback from attendees continues to be overwhelmingly positive with particular appreciation of the Sangha created through a course, even short-term.
 - People have got over their initial reservations of how the course could be effective online.
- One of the benefits of lockdown was that we could move out of our usual time periods for offering courses, which usually follow school terms, beginning in September, January and May. This year we were able to offer successful courses, one over the summer, beginning in June, and one over the Christmas/New year holiday.
- Following a course in April some of the attendees set up an online study group that meets monthly. Called The Heart of Thây's Teaching each facilitator chooses a reading which is then discussed in the session.
- We also held our first 'special interest' course aimed at and run by members of the Rainbow Sangha.
- We ran 2 training 'retreats' online for new Course Leaders, having now implemented a pathway that begins with potential Course Leaders first attending the course as a participant. Not every person who trains as a Course Leader goes on to offer a course, there are various and often personal reasons for this. We do now have a small but enthusiastic group of Course Leaders who have found much joy in offering the basic Plum Village teachings in a structured way and find it helps them to deepen their own practice.

- **Being Peace Residential Practice Centre**

- Following monastic feedback from a meeting at Plum Village in Dec 2018 that they are not in a position to commit monastics for the project for the foreseeable future, the Trustees and Dharma teachers agreed that this initiative should be progressed further and that the plans should be for the centre to initially be set up and run by lay members. We maintain our aspiration that the centre could possibly be Monastic-run in the future. The Being Peace project steering group invited people to join a shaping circle to progress the lay centre in the UK, and this began to meet in 2020. A Project Manager, Trang Nguyen, was appointed in November 2019, and guided the Shaping Circle for the first year.

Future plans for 2021 and 2022

- Set up and run the In-depth retreat programme in both 2021 and 2022. This will be facilitated and supported by the Dharma teacher team.
- Improve awareness of the COI and PV mindfulness in 2021/22 through online coverage (website and social media).
- Continue with our regular sangha activities, days of mindfulness and other regionally and locally run events.
- Future plans for Be Calm Be Happy in 2021/22:

For 2021 as people have become more used to being on Zoom we have decided to:

- revert to the 6-week structure for both online and (hopefully) in-person meetings in 2022;
 - consolidate our Course Leader team;
 - continue on Zoom and hopefully back in-person;
 - continue to ensure the financial viability of offering this course;
 - look more closely at how we advertise and publicise the course, endeavouring to reach people beyond the PVUK network.
- Further encourage the use of the Being Peace Cottage for practice related activities.
 - The Shaping Circle for the Being Peace Practice Centre will begin to meet in person with retreats aimed at forming bonds between members of the team and progressing the project. The search for a property will begin, and a fundraising and project manager will be sought to support this work.

Local sanghas – practice and training

What we do

- Nationally we encourage and support the formation of local practice groups (sanghas) by putting people in an area in touch with one another, offering public liability insurance to affiliated groups and by providing opportunities to benefit from the national Dharma teachers.
- Local groups run a variety of regular practice evenings, days of mindfulness, study groups and retreats to provide opportunities to practise and learn about mindful living and Thây's teachings.

How what we do provides public benefit

These activities provide the same public benefits as the National practice and training programme but on a local level making them as widely geographically accessible as possible.

Action taken in 2020

- We maintained contact with 121 sanghas to understand how best to sustain their development.
- We encouraged the development of new sanghas drawing on the experience of members of established sanghas to assist.

Future plans

- Support sangha facilitators with opportunities for development.
- Continue to be open to opportunities to increase the number of sanghas and to help them deepen the practice of people attending.
- Continue to develop guidance material for people wishing to form new sanghas and to grow existing sanghas.
- Identify ways to attract more diverse sangha members.

Publications service

What we do

- Provide a service selling books, CDs and DVDs of Thich Nhat Hanh's teachings and meditation bells.

How what we do provides public benefit

- Our service is available from our website and at retreats and Dharma training events and is open to any member of the public. Profits from the service are used to fund the development of our national and local activities.

Action taken in 2020

- We continued to provide the publications service. Feedback indicates how positively this service is viewed by members. We are able to recommend specific books based on people's interests.

Future plans for 2021 - 22

- We plan to improve the way the service works on the website, making it easier to find a publication and to order it.

Communications

What we do

- Maintain a website and social media sites and feeds which provide information and inspiration about our practice and about opportunities to take part in retreats and training and to join like-minded people in local sanghas.
- Provide a facility for UK residents to subscribe to "Mindfulness Bell", the international journal of the art of mindful living. "Mindfulness Bell" is an inspiration and teaching resource for those practising mindfulness in daily life. Each issue features a teaching by Thich Nhat Hanh.
- Liaise with Plum Village, the monastery in France established by Thich Nhat Hanh.
- Provide a monthly e-News (Here & Now). This is an email newsletter to the broadest subscribing list of friends and it provides updates from Plum Village, the UK community, and details of upcoming retreats and activity in the UK. It also includes short dharma teachings to inspire.
- We aim to provide and share inspirational dharma teachings – this has been done in a regular way through our weekly e-News "Dharmabites" in 2020.

How what we do benefits the public

Our communications programme supports and facilitates the achievement of our other activities and hence benefits the public as explained above.

Action taken in 2020

- We strengthened our website maintenance and administration putting in place procedures to make sure everything is kept up to date and everything is backed up frequently.
- We continued to publish "Here and Now" including regular interviews with UK Dharma Teachers to help raise their profile.

- We maintained membership using online direct debit, allowing us to build effective ad hoc communication with COI members. We regularly communicated with members about our events.
- Karin van Maanen, concluded paid work as Communications Coordinator in July 2020 after 10 months of significant contribution that included much hard work in the early months of the global pandemic, where our community transitioned to hosting all events online. Kasia Stepien was appointed to the Communications Coordinator role in August 2020.
- We established and funded a part-time paid role of Events Coordinator, in addition to the Communications Coordinator role, to handle the growth and volume of events being offered for the community, especially those online. Kesley Cage was appointed to this role in September 2020.
- We developed our use of Zoom and Eventbrite to register for events, and the Mailchimp marketing platform for communication. This allows us to communicate with sanghas very efficiently whenever we need to.

Future plans 2021-22

- Grow the communications sangha with additional volunteers who have a background in practice and specialist communication skills.
- Understand how our community is reached and engaged online in ways that are most broadly and fully inclusive.
- Continue to develop social media presences (including blog) and our newsletters to promote our Charity and our major events in 2021/22.
- Make it much easier for people to become members through the website.
- Offer weekly Dharmabites emails for subscribing members, in addition to the monthly “Here & Now” to the broadest distribution.
- Offering sanghas the opportunity to affiliate to the COI through the website, ensuring they continue to benefit from being covered by public liability insurance provision and from being listed on the PVUK website which is resourced and maintained through our Charity’s funds.

Dana

What we do

The practice of dana or giving is a fundamental practice in Buddhism. The Community of Interbeing provides opportunities for people to give of their time and expertise and to give monetary donations. There are opportunities to support us in the UK and also to contribute to international charities associated with Thich Nhat Hanh and Plum Village including the Thich Nhat Hanh UK Action Fund and the relief of poverty in Vietnam.

How what we do benefits the public

Our dana programme benefits the public both directly and indirectly. Direct benefits come through the alleviation of suffering and the teaching of programmes of mindful living. Indirect benefits come through the encouragement of responsible living and of the importance of charitable giving.

Action taken in 2020

- Continued to offer a variety of opportunities for financial giving including joining the Community of Interbeing. We centred fundraising efforts on support to the global Monastic community and practice centres which lost most of their income with in-person retreats cancelled.
- Enabled more use of the website to manage fundraising and payment across all our activities.

- Continued to offer opportunities to volunteer to help the development of the Community of Interbeing. The Community directly benefits from the countless hours of selfless service provided by many members and supporters. Over 70 people offer their time and skills lovingly to do many of the tasks needed in the organisation including looking after the cottage, organising retreats, managing our members, looking after our money and much more.

Future plans

- Continue with our existing programmes and try to encourage more people to join and/or donate to and support the Community of Interbeing.
- Develop our legacy programme to encourage members and supporters to provide us with funds for future project development.
- Recruit more volunteers to help us mindfully support our initiatives including but not limited to
 - Marketing support to help us get our message out there more clearly
 - Be Calm Be Happy Course Leaders
 - Fundraising, financial and project support for the Residential Practice Centre
 - Supporting our retreat organisation at all levels

Engaged Action

What we do

Many of our community members are very active in offering mindfulness practice to others in an engaged way. Examples include activism in racial and social justice, climate action and Earth holding, prison chaplaincy, healthcare chaplaincy, and teaching in schools. Many community members are engaged in significant ways across many such areas.

How what we do benefits the public

The engaged action of our members benefits the public both directly and indirectly. Direct benefits come through the contact and support with chaplains, teachers, and activists, and the associated ability to live more mindfully and calmly. This indirectly benefits all around those who have benefited from this contact.

Action taken in 2020

- We continued to financially support a project led by dharma teacher Dene Donalds (assisted by dharma teacher Mhairi McLuskie) to continue an outreach project with groups of people who are often on the fringes of society e.g. refugees and victims of sexual violence. This benefited the recipients considerably and also provided insights and experience of how to best engage with these groups of people and how our teaching approach can be tailored.

Future plans 2021-22

- The Outreach programme will continue to be delivered in 2021 by dharma teacher Dene Donalds
- There will be a clear review of the learnings and benefits of the Outreach programme to identify future possible initiatives
- To create a section on the website about engagement to inspire supporters to get involved. These pages will look at key ways of engaging and include information, testimonials and if possible contact points. Potentially to facilitate Zoom calls to connect those with similar interests.

Charity Information

CURRENT TRUSTEES

Ms L Beth
Mr P Croton
Dr J Edwards
Mr K Place
Ms A Searle

COMPANY SECRETARY

Ms I Wen

LEGAL STATUS

Registered Charity

No 1096680

Company Registration

No 4623280

FURTHER INFORMATION

Website: www.plumvillage.uk

BANKERS

Bath Building Society, 15 Queen Square, Bath, BA1 2HN
The Co-operative Bank, PO Box 250, Skelmersdale, WN8 6WT
Ecology Building Society, 7 Belton Road, Keighley, West Yorkshire, BD20 0EE
Monmouthshire Building Society, Monmouthshire House, John Frost Square, Newport, NP20 1PX

INDEPENDENT EXAMINER

Alex Chandler ACA, Sygma Chartered Accountants, 1 Sopwith Crescent, Wickford, Essex, SS11 8YU

Annual Report of the Trustees of the Community of Interbeing UK for the year ended 31 December 2020

1 Factual Information

1.1 Structure

The Community of Interbeing UK is a company limited by guarantee (company number 4623280) and a registered charity (Charity number 1096680). The Charity also uses the working name "Plum Village UK".

1.2 Objects

The Objects of the Community of Interbeing are:

- a) To advance, support and encourage the study and practice of Buddhism and mindful living in accordance with the teachings of meditation master Thich Nhat Hanh, in the UK and overseas, in keeping with the Five Mindfulness Trainings.
- b) To assist and encourage the formation and activities of regional and local groups having this common purpose.

1.3 Governance

The Charity is managed by a Committee of Trustees. The trustees are also the directors of the Charity for the purposes of the Companies Act. All trustees are required to be members of the Community of Interbeing who have taken the Five Mindfulness Trainings. Trustees are recruited on the basis of skills needs identified by the Board of Trustees. A variety of methods is used to identify suitable candidates. Trustees are elected by the members of the Charity at the Annual General Meeting. Each year one third of the Trustees retire by rotation. The Committee of Trustees has the power to co-opt members during the year but these members must stand for election at the next Annual General Meeting. Trustees are given an induction pack on joining the Committee and are encouraged to identify gaps in their knowledge, which are then addressed by briefings or other training delivered to some or all of the trustees as appropriate.

1.4 Management

The Committee of Trustees currently comprises 5 members and meets formally in person or via videoconference call every month. Members of the Committee individually or in small groups also act to take forward the Charity's plans assisted by other volunteers. Trustees serving since the last annual report have been:

Ms L Beth (appointed 15 February 2020, elected 19 September 2020)

Mr P Croton (appointed 17 April 2020, elected 19 September 2020)

Dr J Edwards (Treasurer, appointed 6 January 2014, elected 24 May 2014, re-elected 29 September 2018)

Mr K Place (appointed 12 June 2020, elected 19 September 2020)

Mr E Ruseler (appointed 19 May 2018, elected 29 September 2018, resigned 19 September 2020)

Ms A Searle (appointed 30 August 2018, elected 29 September 2018, re-elected 19 September 2020)

Mr G Williams (appointed 19 May 2018, elected 29 September 2018, resigned 19 September 2020)

The appointed Company Secretary is Ms Isabelle Wen. In addition to the Trustees and Dharma Teachers, key volunteers included Br Yonten (Dharmabites), Ann Irving (bursaries management), Nan Dower (Cottage Treasurer), Karen Boreham (Vietnam dana fund), Sarah Sweet ("Mindfulness Bell" subscriptions) and Ian Parker (publication sales). The Charity purchases the services of a number of individuals to fulfil administrative, technical and management roles. During 2020 these have included the services of Lauri Bower (BCBH course management), Kesley Cage (admin and events management), Karin van Maanen and Kasia Stepień (admin and communications), Juliet Lynn (accounting services) and Trang Nguyen (Being Peace UK Practice Centre project management).

2 Review of Activities

The review of activities is set out in the 2020 Annual Review earlier in this report.

3 Financial Review

Total income for the year was £278,040, a 9% increase compared to 2019 (£254,669). Membership subscriptions and donations received during the year totalled £248,781, a 120% increase compared to 2018 (£112,896). This increase can be attributed to a number of factors, most notably to a massive response by our members and supporters for the appeal to support the Plum Village monastics during the pandemic and a number of large one-off donations for specific Plum Village projects in France. Income from retreats and courses was down 80% compared to 2019 as our activities moved online during the pandemic. We are grateful to all those who support the Community of

Interbeing/Plum Village UK through membership, donations, volunteering, attending our events and buying from our book service. It's your support that allows us to continue our work to spread the Plum Village practice and Thây's teachings throughout the UK.

Total expenditure for the year was £255,103, a 75% increase over 2019 (£146,130). Accumulated donations from our members and supporters amounting to £65,000 were sent to Plum Village to support the monastics through the pandemic and £21,350 for humanitarian relief in Vietnam. Expenditure associated with retreats and courses was down 72% compared to 2019 as our activities moved online during the pandemic. The Charity further financially supported the Outreach project work managed and facilitated by Dene Donalds.

The financial review can give only a limited idea of the activities of the Charity. This is because so much of our work cannot be measured in monetary terms. A deep bow of gratitude is due to all those volunteers who do so much to make our activities a reality.

The Community of Interbeing owns freehold premises (fixed assets) occupied by the Charity as a retreat practice centre (the Being Peace Cottage in Devon) valued at £227,569. No formal re-valuation of this property has been obtained since this would incur expense out of proportion to its benefit.

4 Risk Management

The major risks to which the Charity is exposed, as identified by the trustees, have been reviewed during the year and the trustees are satisfied that systems have been established to mitigate those risks.

The Charity has in place a Child Protection Policy which is reviewed annually. A Safeguarding Policy covering children and vulnerable adults is currently under preparation by the Trustees.

5 Format of Financial Statements

The report and accounts have been prepared in accordance with the Small Companies and Groups (Accounts and Directors' Report) Regulations 2008.

6 Trustees' Responsibilities in relation to the Financial Statements

Legal regulations require the trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities for the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

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 Companies Act 2006. 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.

Approved by the Committee of Trustees and signed on their behalf by



Dr J Edwards
Trustee and Director

29 September 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds	Restricted funds	Total 2020	Total 2019
INCOMING RESOURCES					
From generated funds					
Voluntary income:					
Subscriptions		28,507	-	28,507	12,943
Donations		4,786	215,488	220,274	99,953
Activities for generating funds					
Merchandise sales		15	-	15	18
Investment income:					
Interest		253	174	427	811
From charitable activities					
Educational events and publications	2	28,817		28,817	140,944
Other		-	-	-	-
Total incoming resources		62,378	215,662	278,040	254,669
EXPENDED RESOURCES					
Costs of generating voluntary income					
Marketing & Communications		14,626	-	14,626	3,011
Cost of charitable activities					
Educational events & publications	3	29,486	2,899	32,385	117,285
Donations, bursaries and expenses		1,153	194,500	195,653	21,007
Administrative costs	4	11,946		11,946	3,383
Governance costs	5	493	-	493	1,444
Total resources expended		57,704	197,399	255,103	146,130
Net incoming/outgoing resources before transfers		4,674	18,263	22,937	108,539
Transfers		-	-	-	-
Net movement of funds		4,674	18,263	22,937	108,539
RECONCILIATION OF FUNDS					
Balance brought forward at 1 January		384,012	248,383	632,395	523,856
Balance carried forward at 31 December		£ 388,686	£ 266,646	£ 655,332	£ 632,395

The Accounting Policies and the Notes on pages 16 to 20 form part of these Accounts.

BALANCE SHEET AT 31 DECEMBER 2020

	Notes	Unrestricted funds	Restricted funds	Total 2020	Total 2019
TANGIBLE FIXED ASSETS	6	227,569	-	227,569	227,569
CURRENT ASSETS					
Stock of publications		2,370	-	2,370	2,547
Debtors	7	13,141	65,294	78,435	47,851
Cash at bank and in hand		149,460	201,351	350,811	357,340
		164,971	266,645	431,616	407,738
CURRENT LIABILITIES					
Amounts falling due within one year	8	3,852	-	3,852	2,912
NET CURRENT ASSETS		161,119	266,645	427,764	404,826
NET ASSETS		<u>£388,688</u>	<u>£266,645</u>	<u>£655,333</u>	<u>£632,395</u>
Represented by:					
FUNDS					
Unrestricted		388,688	-	388,688	384,013
Restricted	11	-	266,645	266,645	248,382
TOTAL FUNDS		<u>£388,688</u>	<u>£266,645</u>	<u>£655,333</u>	<u>£632,395</u>

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- the accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 29 September 2021 and signed on their behalf by:



Dr J Edwards (Trustee and Director)

The Accounting Policies and the Notes on pages 16 to 20 form part of these Accounts

Notes to the Financial Statements for the year ended 31 December 2020

1. Accounting Policies

(a) Basis of preparation

These financial statements have been drawn up under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' published in March 2005, applicable UK accounting standards, and the Companies Act 2006.

(b) Company status

The Charity is a company limited by guarantee. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £10 per member.

(c) Fund accounting

The Charity has two types of funds, unrestricted, and restricted. The unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity. Restricted funds are funds that are to be used in accordance with specific restrictions imposed by the providers of the funds.

(d) Recognition of Income

Donations, and other forms of voluntary income are dealt with when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Membership subscriptions are due on 1 January each year and are recognised as received. Sales of publications and income from retreats are dealt with on an accruals basis. Gift Aid receivable is included in the category of income to which it relates. No amounts are included in the financial statements for services donated by volunteers.

(e) Recognition of Expenditure

Expenditure is recognised when a liability is incurred. Expenditure on future retreats is deferred until the retreat takes place.

(f) Depreciation

No depreciation is provided on freehold premises since this would be immaterial having regard to the length of the useful economic life of the property. Depreciation of equipment is provided on cost at the rate of 25% per annum.

(g) Assets

Fixed assets are stated at cost less depreciation. Stock of publications is stated at the lower of cost and realisable value. Debtors are stated at the amount expected to be recoverable.

2. Income from educational events and publications

	2020	2019
Retreats, courses and Being Peace Cottage income	20,404	67,698
Income from organising major retreat	-	61,841
Sale of publications & bells	8,413	11,405
	<u>£ 28,817</u>	<u>£ 140,944</u>

3. Expenditure on educational events and publications

	2020	2019
Retreat, Courses and Being Peace Cottage expenditure	24,447	109,047
Books, other publications & bells	7,938	8,238
	<u>£ 32,385</u>	<u>£ 117,285</u>

Notes to the Financial Statements for the year ended 31 December 2020 (continued)**4. Administration costs**

	2020	2019
Bookkeeping and accountancy	6,333	-
Insurance	1,338	1,289
Website, Zoom and other IT costs	3,519	1,700
Bank charges & other administrative costs	756	394
Project cost salary	-	-
	<u>£ 11,946</u>	<u>£ 3,383</u>

The Charity employed no staff during 2020. The work of the Charity is predominantly carried out by volunteers and by the purchase of services from a number of individuals. These expenses are included under expenditure on educational events and publications (Note 3) and administrative costs (Note 4).

5. Governance

	2020	2019
Room hire	-	374
Independent examination and statutory costs	493	644
Trustees' meeting travel expenses	-	426
	<u>£ 493</u>	<u>£ 1,444</u>

No Trustees (2019: 2) received reimbursement of their travelling expenses totalling £0 (2019: £426) in relation to their role as trustee.

6. Fixed assets

	Freehold premises	Equipment	Total
	£	£	£
Cost:			
As at 1 January 2020	227,569	-	227,569
Additions	-	-	-
Disposals	-	-	-
As at 31 December 2020	<u>227,569</u>	<u>-</u>	<u>227,569</u>
Depreciation			
As at 1 January 2020	-	-	-
Charge for the year	-	-	-
Disposals	-	-	-
As at 31 December 2020	<u>-</u>	<u>-</u>	<u>-</u>
Net book value			
At 31 December 2020	<u>227,569</u>	<u>-</u>	<u>227,569</u>
At 1 January 2020	<u>227,569</u>	<u>-</u>	<u>227,569</u>

The freehold premises are occupied by the Charity as a retreat practice centre.

No formal valuation has been obtained since this would incur expense out of proportion to its benefit.

Notes to the Financial Statements for the year ended 31 December 2020 (continued)

7. Debtors	2020	2019
Other debtors	78,435	47,851
Prepayments	-	-
	<u>£ 78,435</u>	<u>£ 47,851</u>

8. Liabilities: Amounts falling due within one year	2020	2019
Loans	-	-
Deposits received for Retreats in 2021	-	-
Accruals	3,852	2,912
	<u>£ 3,852</u>	<u>£ 2,912</u>

9. Reserves adequacy

Much of the Unrestricted fund represents fixed and working assets required by the Charity to carry on its day to day work. The remainder of the Unrestricted fund comprises cash at bank. For the Charity to function successfully, it must maintain an adequate level of Unrestricted reserves that can be used to finance the Charity's day to day operations and provide a precautionary reserve in case of fluctuations in the future level of income. The Trustees consider it appropriate that the level of precautionary reserve should be of the order of twelve months' expected future expenditure plus an allowance for property maintenance. At 31 December 2020, the Charity's bank balances were in excess of £50,000 above this level. The Trustees are satisfied that this situation is satisfactory having regard to the expected pattern of expenditure over the next few years especially the set up costs of future major events and the acquisition of new practice centres.

10. Statutory and general information

This note contains information required to comply with statutory and technical accounting pronouncements:

(i) In relation to the statement of financial activities

None of the Charity's activities was acquired or discontinued during the current or previous years. Accordingly all of the Charity's results relate to continuing operations.

As the Charity is a company limited by guarantee, it is required to present an income and expenditure account in its financial statements. The Charity's Statement of Financial Activities includes all matters that would require inclusion in an income and expenditure account and hence no separate income and expenditure account is presented.

Because the Charity has no gains and losses not disclosed in the Statement of Financial Activities, a statement of total recognised gains and losses for the year has not been presented as this would be the same as the Statement of Financial Activities.

No taxation is payable as the Society is a registered Charity and accordingly is entitled to exemption from taxation on its charitable activities.

(ii) Balance sheet

There are no pension or other contingencies at 31 December 2020 and 2019.

Notes to the Financial Statements for the year ended 31 December 2020 (continued)

11. Restricted funds

	UK Action Fund for PV £	Vietnam Dana £	Practice Centre Fund £	Wake Up Fund £	Total £
Balance at 01 January 2020	40,887	21,044	165,072	21,379	248,382
Received during year					-
Donations	189,514	7,920	18,054	-	215,488
Other income	-	-	-	-	-
Interest	-	-	174	-	174
	230,401	28,964	183,300	21,379	464,044
Applied during the year	(167,023)	(21,422)	(6,055)	(2,899)	(197,399)
Transfer	-	-	-	-	-
Balance at 31 December 2020	<u>£63,378</u>	<u>£7,542</u>	<u>£177,245</u>	<u>£18,480</u>	<u>£266,645</u>
Comprising					
Debtors (GiftAid)	41,900	3,794	19,600	-	65,294
Creditors	-	-	-	-	-
Cash	21,478	3,748	157,645	18,480	201,351
	<u>£63,378</u>	<u>£7,542</u>	<u>£177,245</u>	<u>£18,480</u>	<u>£266,645</u>
Prior year comparison:					
	£	£	£	£	£
Balance at 01 January 2019	28,101	18,310	102,331	1,514	150,256
Received during year					-
Donations	32,766	2,734	62,554	129	98,183
Other income	-	-	-	28,373	28,373
Interest	-	-	614	-	614
	60,867	21,044	165,499	30,016	277,426
Applied during the year	(19,980)	-	(427)	(8,637)	(29,044)
Transfer	-	-	-	-	-
Balance at 31 December 2019	<u>£40,887</u>	<u>£21,044</u>	<u>£165,072</u>	<u>£21,379</u>	<u>£248,382</u>
Comprising					
Debtors (GiftAid)	13,150	3,594	18,940	-	35,684
Creditors	-	-	-	-	-
Cash	27,737	17,450	146,132	21,379	212,698
	<u>£40,887</u>	<u>£21,044</u>	<u>£165,072</u>	<u>£21,379</u>	<u>£248,382</u>

The Thich Nhat Hanh UK Action Fund (*formerly called the Thich Nhat Hanh Continuation Fund*) raises money to promote Thầy's teachings internationally and in the UK.

The Vietnam Dana Fund comprises donations given to support Plum Village's "Hungry Children" programme which offers material and spiritual support to hundreds of communities in the poorest areas of Vietnam where education, development, social services and relief work are in great need to ensure healthy and happy lives for all. The donations received are paid to Plum Village to be spent in Vietnam in the way Plum Village considers best to meet current needs.

Notes to the Financial Statements for the year ended 31 December 2020 (continued)

The UK Action Fund for Plum Village (PV) comprises donations given to support the monastic community in Plum Village, France and the European Institute of Applied Buddhism (EIAB) in Germany.

The Practice Centre Fund collects donations to finance the acquisition of practice centres for the UK Sangha.

The Wake Up Fund is for donations to support Wake Up, which promotes Thây's teachings for young people.

Independent Examiner's Report

To the trustees on the unaudited accounts of the Community of Interbeing UK;

I report on the accounts of The Community of Interbeing UK for the year ended 31 December 2020, which are set out on pages 14 to 20.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The 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. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011; and
- to state 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 Commission. 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 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 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and which are consistent with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- have not been met; or

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



Alex Chandler ACA

Syigma

Chartered Accountants

1 Sopwith Crescent, Wickford, Essex, SS11 8YU

15 November 2021