

**Charity Registration No. 1104858**

**Company Registration No. 05094904**

**KADAMPA MEDITATION CENTRE LANCASTER**  
**TRUSTEES' REPORT AND**  
**UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**KADAMPA MEDITATION CENTRE LANCASTER**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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**KADAMPA MEDITATION CENTRE LANCASTER**

**COMPANY INFORMATION  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**DIRECTORS:**

J J Alexander  
J J Andrews  
R T Stones

**REGISTERED OFFICE:**

93 King Street  
Lancaster  
LA1 1RH

**REGISTERED NUMBER:**

05094904

**CHARITY NUMBER:**

1104858

**ACCOUNTANTS:**

Partner Accountancy  
The Gas Light  
Lower Warren gate  
Wakefield  
West Yorkshire  
WF1 1SA

**KADAMPA MEDITATION CENTRE LANCASTER  
TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

The trustees present their report and financial statements for the Period ended 31 December 2020.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing Document**

Kadampa Meditation Centre Lancaster (KMCL) is a charitable company limited by guarantee. The company was established under a Memorandum of Association in 2004 which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

**Recruitment and appointment of the Management Committee**

The directors of the company who are also charity trustees for the purposes of charity law and under the company's articles are also known as members of the management committee. The trustees generally serve one year term of office before re-election.

**Risk Management**

The trustees have assessed the major risk factors to which the charity is exposed and are satisfied that the systems are in place to mitigate exposure to them.

To mitigate financial risk an external firm of Chartered Accountants has been appointed to prepare and submit the annual accounts.

**ORGANISATIONAL STRUCTURE**

KMCL is a member of the New Kadampa Tradition – International Kadampa Buddhist Union (NKT – IKBU) which is an international association of Mahayana Buddhist study and meditation centre's that follow the Kadampa Buddhist Tradition founded by Venerable Geshe Kelsang Gyatso.

KMCL is managed by a voluntary committee which meets on a monthly basis. Members of the board of the company are also members of the management committee.

The charity's administration is carried out by a number of part time volunteers who are responsible for the day-to-day administration of the society.

**OBJECTIVES AND ACTIVITIES**

The objectives of the charity are to promote the Buddhist Faith under the spiritual guidance of the elected General Spiritual Director of the New Kadampa Tradition – International Kadampa Buddhist Union principally through the activities of teaching, study, practice and the observance of moral discipline all with the Mahayana Buddhist tradition of Atisha and Je Tsongkhapa as taught by Venerable Geshe Kelsang Gyatso, the founder of the New Kadampa Tradition – International Kadampa Buddhist Union, through the continuous implementation of the three New Kadampa Tradition Study Programmes: the General Programme, the Foundation Programme, and the Teacher Training Programme.

**KADAMPA MEDITATION CENTRE LANCASTER  
TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**ACHIEVEMENTS AND PERFORMANCE**

The trustees are satisfied with the achievements and performance of the charity during the year and the position on 31 December 2020.

The trustees also consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligation.

**FINANCIAL REVIEW**

The results of the year and financial position of the charity are set out in the annexed accounts.

The trustees have examined the requirement to maintain reserves for the ongoing work of the charity and conducted that the most appropriate level is between three and six months of operational expenditures.

The trustees consider the financial performance by the charity during the year to have been satisfactory.

**RESERVES POLICY**

Reserves are held in unrestricted funds equivalent to three months of the fixed resources expended. The purpose of the reserve is to ensure that the charity can continue to operate even if the income generated for a particular period does not cover the expenses the charity incurs in its day-to-day operation. The board considers the level of reserves to be appropriate.

**FUTURE PLANS**

Future plans for the centre will include considerable work to the building for repairs and also improvements, as the centre transitions from being a Chenrezig Kadampa Buddhist Centre, to becoming a Kadampa Meditation Centre. The coming years will be exciting times for the centre with an expectation of growth and spreading Dharma to even more people.

# **KADAMPA MEDITATION CENTRE LANCASTER**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020**

### **RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE**

Company law requires the Management Committee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the management committee should follow best practice and:

- Select suitable accounting policies and apply them consistently
- Make judgments and estimate that they are both reasonable and prudent
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The management committee is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The managements committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the detection and prevention of fraud or other irregularities.

### **TRUSTEES**

The trustees, who are also directors for the purpose of company law, shown below have held office during the whole of the period from 1 January 2020 to the date of this report.

Mr J J Alexander  
Mrs J J Andrews  
Mrs R T Stones

### **ON BEHALF OF THE BOARD OF TRUSTEES:**

.....  
Mr J J Alexander

.....  
Mrs J J Andrews

.....  
Mrs R T Alexander

Date:

**KADAMPA MEDITATION CENTRE LANCASTER**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b>INCOMING RESOURCES FROM GENERATED FUNDS</b>					
<i>Voluntary Income:</i>					
Donations and legacies	2	215	-	215	558
		<hr/>	<hr/>	<hr/>	<hr/>
		215	-	215	558
Incoming resources from Charitable activities:	3	<u>28,975</u>	<u>-</u>	<u>28,975</u>	<u>34,247</u>
<b>TOTAL INCOME</b>		<u>29,190</u>	<u>-</u>	<u>29,190</u>	<u>34,805</u>
<b>EXPENDITURE</b>					
Charitable activities		6,934		6,934	11,911
Centre running costs		13,195	-	13,195	12,617
Administrative expenses		1,593	-	1,593	1,701
Interest payable		1,389	-	1,389	1,873
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL EXPENDITURE</b>		<u>23,111</u>	<u>-</u>	<u>23,111</u>	<u>28,102</u>
<b>NET INCOME FOR THE YEAR</b>		<b>6,079</b>	<b>-</b>	<b>6,079</b>	<b>6,703</b>
Total funds brought forward		101,095	-	101,095	94,392
		<hr/>	<hr/>	<hr/>	<hr/>
		107,174	-	24,984	101,095

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes form part of these financial statements

**KADAMPA MEDITATION CENTRE LANCASTER****BALANCE SHEET  
31 DECEMBER 2020**

	Notes	2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible assets	6	164,347	164,254
<b>CURRENT ASSETS</b>			
Debtors and prepayments		119	419
Cash at bank and in hand		<u>9,749</u>	<u>11,659</u>
		9,868	12,078
<b>CREDITORS</b>			
Amounts due within 1 year	7	<u>(9,894)</u>	<u>(3,707)</u>
<b>NET CURRENT ASSETS</b>		<u>(26)</u>	<u>8,371</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		164,321	172,625
<b>CREDITORS</b>			
Amounts falling due after more than one year	8	<u>(57,147)</u>	<u>(71,530)</u>
<b>NET ASSETS</b>		<u>107,174</u>	<u>101,095</u>
<b>INCOME FUNDS</b>			
Restricted funds		-	-
Unrestricted funds		<u>107,174</u>	<u>101,095</u>
<b>TOTAL CHARITY FUND</b>		<u>107,174</u>	<u>101,095</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its income and expenditure for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these financial statements



The financial statements were approved by the Board of Directors on ----- and were signed on its behalf by:

.....  
Mr J J Alexander

.....  
Mrs R T Stones

.....  
Mr J J Andrews

Date:.....

**KADAMPA MEDITATION CENTRE LANCASTER****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020****1. ACCOUNTING POLICIES****Accounting convention**

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**Incoming resources**

Donations are accounted for when received by the company. Other income is accounted for on an accruals basis as far as is prudent to do so. All income arises in the United Kingdom.

**Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure in which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

**Tangible fixed assets**

Tangible fixed assets other than freehold land and buildings are stated at cost less depreciation. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold land and buildings	- Not depreciated
Fixtures & equipment	- 25% Straight line

**Accumulated funds**

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

**Taxation**

As a registered charity the company is generally exempt from Income Tax and Capital Gains Tax.

**2. DONATIONS AND GIFTS**

	2020	2019
	£	£
Donations and gifts	215	558
	<u>215</u>	<u>558</u>

The notes form part of these financial statements

**KADAMPA MEDITATION CENTRE LANCASTER****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020****3. INCOME RESOURCES FROM CHARITABLE ACTIVITIES**

	2020	2019
	£	£
Accommodation	21,041	24,121
Café and shop	34	554
Class and course income	7,836	7,401
Facility income	44	2,090
Sundry income	20	81
	<hr/>	<hr/>
	<u>28,975</u>	<u>34,247</u>

**4. TRUSTEES**

No trustees were paid any remuneration for acting as a trustee during the year.

**5. EMPLOYEES**

There were no employees during the year.

## 6. TANGIBLE FIXED ASSETS

	Leasehold property £	Motor Vehicle £	Fixtures & fittings £	Totals £
<b>COST</b>				
At 1 January 2020	164,000	450	-	164,000
Additions	-	-	463	463
Disposal	-	(254)	-	(254)
At 31 December 2020	<u>164,000</u>	<u>196</u>	<u>463</u>	<u>164,659</u>
<b>DEPRECIATION</b>				
At 1 January 2020	-	196	-	196
Charge for year	-	-	116	116
Prior year adjustment	-	-	-	-
At 31 December 2020	<u>-</u>	<u>196</u>	<u>116</u>	<u>312</u>
<b>NET BOOK VALUE</b>				
At 31 December 2020	<u>164,000</u>	<u>-</u>	<u>347</u>	<u>164,347</u>
At 31 December 2019	<u>164,000</u>	<u>254</u>	<u>-</u>	<u>164,254</u>

## 7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	1,500	2,257
Mortgage	7,845	-
Rental deposits held	549	1,450
	<u>9,894</u>	<u>3,707</u>

## 8. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2020 £	2019 £
Mortgage	<u>57,147</u>	<u>71,530</u>

**KADAMPA MEDITATION CENTRE LANCASTER**  
**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

**9. MORTGAGE**

The mortgage is secured by a first legal charge over the freehold property.

	Property cost £	Mortgage balance £	Percentage £
Mortgage	<u>164,000</u>	<u>64,992</u>	<u>40%</u>

The notes form part of these financial statements

**INDEPENDENT ACCOUNTANTS' REPORT TO THE TRUSTEES  
ON THE UNAUDITED FINANCIAL STATEMENTS OF  
KADAMPA MEDITATION CENTRE LANCASTER**

We report on the accounts of the company for the year ended 31 December 2020, which are set out on pages 3 to 7.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND REPORTING ACCOUNTANT**

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

- Examine the accounts under section 43 of the 1993 Act;
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)b of the 1993 Act; and
- To state whether particular matters have come to our attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

Our 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 our examination, no matter has come to our attention:

(1) which gives us 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 requirement of section 396 of the Companies Act 2006 and 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 our opinion, attentions should be drawn in order to enable a proper understanding of the accounts to be reached.

Partner Accountancy  
The Gas Light  
Lower Warrengate  
Wakefield  
West Yorkshire  
WF1 1SA

Date:.....

**KADAMPA MEDITATION CENTRE LANCASTER****INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2020**

	2020		2019	
	£	£	£	£
<b>Income</b>				
Accommodation	21,041		24,121	
Café and shop	34		554	
Classes and courses	7,836		7,401	
Donations	215		558	
Facility fee	44		2,090	
Sundry Income	20		81	
	<hr/>		<hr/>	
		29,190		34,805
<b>Expenditure</b>				
<b>Charitable activities</b>				
Café and shop purchases	18		235	
Teacher's sponsorship and expenses	4,438		5,576	
Motor and travelling expenses	1,249		2,320	
Depreciation of motor vehicle	-		84	
Room hires	-		714	
Class refreshments	24		175	
Advertising	649		1,574	
Offerings	556		1,822	
<b>Centre running costs</b>				
Rates and water	2,700		2,554	
Insurance	2,339		2,223	
Light and heat	4,161		3,829	
Household expenses	1,670		462	
Sundry expenses	61		24	
Repairs and renewals	2,264		3,499	
<b>Administrative expenses</b>				
Telephone and internet charges	786		1,170	
Printing, postage and stationery	79		79	
Computer & Software expense	612		-	
Bank charges	-		77	
Accountancy fee	-		375	
Fixtures and fittings depreciation	116		-	
<b>Interest Payable</b>				
Mortgage interest	<u>1,389</u>		<u>1,873</u>	
		<u>23,111</u>		<u>55,764</u>
<b>EXCESS OF INCOME OVER EXPENDITURE</b>		<u>6,079</u>		<u>24,748</u>