

# **MOE Trustees Annual Report**

**Period:** 1st August 2020 - 31st July 2021

**Charity Name:** Ministry Of Enlightenment (MOE)

**Registered Charity Number :** 1120351

**Charity's principle address:** The Coach House, Tofts Chase,  
Little Baddow, Chelmsford, CM3 4BX

## **Names of Charity Trustees:**

1. Stephen Turoff
2. Emma Goldie
3. Stephen Drury
4. Munir Sayed
5. Zoe Ben El Htira

## **Description of Charity's trusts:**

Type of governing document - Constitution

How the charity is constituted - CHARITY

Trustee selection methods - Trustee selection occurs by  
appointment from all trustees agreement

## **Additional governance issues:**

Funds Sanctus Homeless Cafe (#1150313) through organising

charity fundraising events and making donations towards Sanctus

Risk may include individuals with mental health or emotional imbalances so phone calls and emails are used to assess health and well being with a new tiered policy for volunteering and exchanges

Administration support essential to support client care and process development.

Emma Hughes has voluntarily resigned her position as Trustee on the 6th April 2021. The newly appointed Trustees Stephen Drury and Munir Sayed have joined as of 6th April 2021. This has been a unanimous decision and made in full agreement by all the existing Trustees.

### **Summary of the objectives of the charity set out in its governing document:**

Ministry of Enlightenment was founded in 2007 to enable personal and spiritual development for the individuals looking for truth and a retreat space for people to develop and help contribute to the local community through various environmental and social projects.

### **Summary of main activities for the public benefit in relation to these objects:**

The main activities the charity has continued with are to provide respite, retreat and advocacy for individuals on an individual and group basis from a non-denominational foundation.

Funding continues for supporting the mental, emotional and spiritual development of individuals and opportunity for people to attend who can not afford to pay for workshops, teaching and

course materials.

We continue to provide resources for supporting vulnerable isolated and homeless individuals with food and respite space in a neutral environment through our donations to Sanctus Charity #1150313.

**Further statement in regard to policy making, policy programme and contribution made by volunteers:**

Due to the Ongoing Covid-19 pandemic all direct work and support for weekend retreats and ground work on the premises has been significantly reduced. This has translated into a lot of online work and coaching sessions for individuals who are still home-isolating. The MOE has been providing greater opportunity for individuals to interact online through the Zoom online platform. People who attend the premises have been largely reduced with the adherence of government guidelines and protocols such as social distancing, health and safety measures.

Retreats and online workshops are provided online with the aim to help individuals to work on themselves in the comfort of their own homes.

All direct work and support for online workshops and grounds maintenance has been through volunteering. A summary of reduced hours spent in each area continues to be noted:

Gardening Volunteering 65 hours

Cooking volunteering 1045 hours

Cleaning Volunteering 62 hours

Administration and operations volunteering 550 hours

Management Volunteering 260 hours

Teaching Volunteering 326 hours

Specialist Consultants 45 hours

This time was dedicated by over 10 people throughout the year, without this community cohesion and support we would not be able to operate and maintain the level of services we provide.

### **Summary of the main achievements of the charity during the year:**

Establishing and growing our online presence and redesigning our website to allow a greater number of people to participate in online workshops, virtual events to help further outreach our ongoing MOE land projects.

Continue integrating more activities alongside external and internal space for clients and volunteers and making these available to the local community and our larger online community.

Growing and expanding our online subscribers and allowing international clients to visit premises and attend under strict Covid protocols and government ruling of the Covid-19 pandemic.

Establishing various online ventures to widen our audience and increase our clientele. Allowing a greater reach across a global platform online.

Retreats have been modified to adapt to our online portal and provided on a worldwide scale. Meetings for individuals and our online community have continued to evolve creating greater group cohesion and development. We continue to provide weekly group sessions for our online community and for people who are unable to travel due to financial constraints and health reasons.

Continuing to develop our online services to reach an even wider online community even those who do not have the opportunity to

travel and have financial difficulties.

We continue to monitor, adapt and receive feedback from our clients, volunteers and online and offline communities. This has enabled us to enhance and tailor our services to meet the greater needs of all people involved.

We continue to expand our services and in order to do this we are more effectively utilising the time and help of our volunteers and support staff online. Health and mental well being continue to be priority as a charity and we offer this through our environment workspaces, online services and gardens to the local and wider offline and online communities.

Our MOE Ashram has continued to be partially open under strict Covid guidelines to allow the ongoing support of individuals, volunteers and group clientele.

### **Brief statement of the charity's policy on reserves:**

We endeavour to keep two months running costs, plus emergency funds for unexpected property and grounds repair costs of up to £10,000. This totals £25,000.

### **Further financial review details:**

#### **Fundraising Means**

Abroad our travel has been severely limited due to Covid-19 pandemic. We have still been able to use our online portal website and online services to provide: Virtual Online Light Circles, Distance Healing, Virtual Clinic and Online Healing sessions.

Online workshops have been very successful in helping people

during Covid-19 pandemic, during their time of ongoing self-isolation and social distancing.

Generous personal donations of time and money.

We continue to have live-in and external workers and volunteers to help support our charity works.

Expenditure continued to support retreat garden space.

Engaging in feedback mechanisms and resources for processes to ensure services and experiences are optimised through engagement and participation in spiritual practices, services and community development as before.

Ashram Shop	653.43	Stock: Ashram Sho	390	Administratio	13,089.21	Utilities:	-314.47			
At Home With	15,878.25		390	Ashram	851.75	Coach House	-1,742.24			
Stephen	33,000.74			General	5,242.74	Coach House	688.94			6517.96
Healing Retreat	975.8			Accountancy	1,240.76	Coach House	-1367.77	1367.77		
Online	2,978.94			Cleaning	2,333.43				-64,031.69	
Online and	2,629.23			Donations to	4,581.54		61,600.98			
Online Shop	9,902.52			Equipment:	288.7					
Online Virtual	-277.79			Ashram	4,362.61		8,480.61			
Online with	317.36			House Private	5,972.50					
Emma Goldie	6,437.93			Coach House	1,258.31					
Revenue	90			Workshop	368.25					
Sanctus: Rent	-1,818.86			Insurance	1,885.38					
Income	-926.7			London Costs	-942					
Virtual	2,671.45			Maintenance	65					
Darghan	72512.3			& Repairs:						
Donation: EU	160			Maintenance	4,904.61					
Donations:	5,349.68			& Repair:	1,976.47					
Donations:	-10,604.50			Outside	4,877.00					
Non-Gift Aid	2,664.11			Service,	80.14					
Donations	-2430.71			Freight &	151.57					
Total	70081.59			Stationery	-512.64					
				Broomfield	-1,888.06					
				Broomfield Cafe	-231.2					
				Sanctus:	270					
				Donations:	-142					
				Sanctus: Food	-698.67					
				Sanctus:	-3,375.00					
				Sanctus: Rent	1,225.00					
				Staff Training	79.99					
				Subscriptions	882.39					
				Telephone &	216.91					
				Internet	1,391.48					
				National	1,400.28					
				Volunteer	3,277.71					
				Online:	182.2					
				Coach House	3,027.74					
				Website,	12.78					
				Advertising &						

				Zen Garden	2,136.33					
					59,843.21					



<b>MINISTRY OF ENLIG</b>		0					
<b>INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 JULY 2021</b>							
			2020		2021		Ashram shop
			£		£		
<u>DONATIONS</u>			47145.12		68402.62		653.43
TRADING INCOME			15974.07		68402.62		Ashram Gener
<u>LESS:</u>	SEMINAR COSTS		32694.46		12527.94		851.75
<u>GROSS PROFIT</u>			30424.73		55874.68		
							Sanctus: Rent
<u>RENTAL INCOME</u>			0		-1818.86		-1818.86
							Workshop
<u>LESS:</u>	COST OF SALES		1776.14		634.78		12.78
	LABOUR CHARGES						
			-1776.14		-2453.64		
				28648.59		53421.04	
<u>LESS:</u>							Utilities: Coa
	RENT AND RATES		6135.16		-2649.29		3277.71
							Maintenance &
	REPAIRS TO PREMISES		-6677.46	4011	1939.67		2452.31
							Insurance
	INSURANCE		1533.44		1186.71		1885.38
							Utilities: Ashra
	LIGHT AND HEAT		1361.33		1400.28		1400.28
							Donations to S
	GRANTS/DONATIONS GIVEN		20474.34		4,851.54		4,581.54

AHS	DH	India Retreat	Gayatri	OH	COL	VC	EG	Other revenue
15789.91	32629.21	975.8	2978.94	2472.07	9902.52	-277.79	317.36	3557.13
Equipment: As	Food MOE Coa	Food Workshop	London Costs	Outside Service	Staff Training	Sanctus: Cafe	Sanctus: Food	
288.7	5,342.38	1258.31	-942	4877	1225	-231.2	-142	
Income Private								
Stock: Ashram Shop								
622								
Utilities: Coa	Sanctus: Rent	Sanctus: Broomfield Utiliites	& Phone					
-688.94	-3375	-1863.06						
Sanctus: Broomfield Property Maintenance & Repairs								
-512.64								
Sanctus: Insurance								
-698.67								
m								
Sanctus: Donations Soup Kitchen								
270								

[illegible]

								Administration
	CASUAL WAGES/ADMIN			8957.14		13089.21		13089.21
								Maintenance &
	REPAIRS AND RENEWALS			3903.84		65		65
								Telephone & In
	TELEPHONE & INTERNET			1098.6		882.39		882.39
								Postage, Freight
	POSTAGE AND STATIONERY			592.64		231.71		80.14
								General Expenses
	COMPUTER EXPENSES			0		368.25		368.25
								Travel - National
	TRAVEL EXPENSES			3442.88		2072.79		216.91
								Cleaning Ashra
	CLEANING COSTS			3239.26		2333.43		2333.43
	WORKS REPAIRS			0				
								Subscriptions
	SUNDRY EXPENSES			0		79.99		79.99
								Website, Adve
	ADVERTISING & WEBSITE			4874.23		3027.74		3027.74
								Bank Fees
	BANK CHARGES			756.15		1240.76		1240.76
								Zen garden
	ZEN GARDEN			7685.03		4193.22		2288.03
								Audit & Accou
	PROFESSIONAL FEES			4540.53		4885.24		4885.24
					61917.11		39198.64	
	<u>SURPLUS OF INCOME OVER EXPENDITURE</u>				<u>-33268.52</u>		<u>14222.4</u>	

[illegible]

							14222.4	
							0	

<b>MINISTRY OF ENLIGHTENMENT</b>							
<u>BALANCE SHEET AS AT 31ST JULY 2021</u>							
			<b>2021</b>		<b>2020</b>		
			£		£		
	PROPERTY		433,836.00		433,836.00		
	LESS LOANS						
			433,836.00		433,836.00		
	CURRENT ASSETS						MOE Current A
	CASH AT BANK		47,876.87		19,427.66		47,876.87
	FURNITURE & FIXTURES		404.41		268.43		
	OTHER DEBTORS		13,509.67		52,590.64		
			61,790.95		72,286.73		Accounts recei
							12840.09
	CURRENT LIABILITIES		1,322.40		26,194.04		
	CREDITORS & ACCRUED EXPENSES		1,322.40		26,194.04		836
							Accruals
	NET CURRENT ASSETS		60,468.55		46,092.69		
			<b>494,304.55</b>		<b>479,928.69</b>		
	RETAINED SUPPLUS		480,082.15		513,197.21		
	PROFIT FOR YEAR		14,222.40		-33,268.52		
			<b>494,304.55</b>		<b>479,928.69</b>		
			494304.55				
			0.00				

[illegible]



<b>Utilities 20-21</b>				Utilities invoice owed by Emma for 19-20 of	
	Aug 20-Mar 21	Apr 21 - Jul 21	<b>INV AMOUNTS</b>		
Emma 17% / 7%	451.51	69.16	<b>520.67</b>		
ST 18% / 28%	1048.8	792.24	<b>1841.04</b>		From Apr 21 65%/35% ST EG
TDC 5%	132.8	49.4	<b>182.2</b>		From Apr 21 EG 7% ST 28% M
MOE 60%					
<b>Food 20-21</b>				<b>Took out duplicate</b>	
	Aug 20-Mar 21 50/	Apr 21 - Jul 21 65/35		<b>transaction</b>	<b>INV AMOUNTS</b>
Emma	1,819.12	253.53	<b>2,072.65</b>	-13.48	2,059.17
ST	1,819.12	470.84	<b>2,289.96</b>	-13.48	2,276.48
		724.37			
<b>Private costs 20-21</b>			<b>INV AMOUNTS</b>		
Emma	35.59		<b>35.59</b>		
ST	156.85		<b>156.85</b>		
<b>Private Costs for ST and EG for previous years</b>			<b>INV AMOUNTS</b>	<b>PAID</b>	
<b>ST Aug 16- Jul</b>	<b>318.94</b>		<b>318.94</b>		
EG 17-18	125.35				<b>6)</b>
EG 18-19	203.29				Invoice of £2881 was made o
EG 19-20	1289.18		<b>INV AMOUNTS</b>	<b>PAID</b>	Paid on 3rd June 2020
<b>EG 17-20 TOTAL</b>	<b>1617.82</b>		<b>1617.82</b>		Manual journal in other debt
					Shouldn't this have been a re
<b>Maintenance &amp; Repairs: Coach House 20-21 for ST</b>					
Total	4904.61				
MOE	2452.31		<b>INV AMOUNTS</b>	<b>7)</b>	Is this the £1199.11 on the 3
ST	2452.3		2452.3		MOE invoiced Sanctus 1199.1
					I don't understand, Moe has i

£936.57, Emma has paid £305 credit on 30th June 2021 that offsets against this. So oustanding invoice for 19-20 is now £631.57.								
		Amana left in Sept 21						
for food		Jordan came back in July 21						
MOE 60% TDC 5% utilities		Jordan at Lauras from Feb 22						
		Need to recalculate new utilities split from Feb 22 onwards						
		Invoices for private costs for ST and EG need to be created and mileage need to be created						
		Invoices for mileage need to be created						
		ST was paid for 19-20 inv for mileage but previous years mileage he just offset it agianst his private c						
on 30th May 2019 for ST overpayment of council tax for 2018								
ors created for £2881 - St Council Tax reconciliation 2019 2020 to be claimed back from Council								
receivable invoice, not a journal? I don't understand this.								
1st July 2020?								
11 on the 31st July 2020 and Sanctus paid into MOE on 6th August 2021 according to the notes of the invoice, but I cant see the pa								
nvoiced Sanctus but paid Sanctus that same amount?								

[illegible]

[illegible]

Mileage	Miles	Mileage claim at 45pm/r	<b>INV AMOUNTS</b>	<b>10)</b>	Suspense	
ST	512	£230.4	<b>230.4</b>	30 Sep 2018	153.46	Couples Distance
EG	520	£234	<b>234</b>		-3	Springfield Ho
				31st July	776.81	MOE paid ST fo
				31st July	776.81	ST invoiced fo
				3rd Aug 2020	776.81	Receive money
				The debit went to the account: Food MOE Coach Hou		
				Not sure why ST was paid for food by MOE?		
				-232	ToN	Atures Frequencies EMF
On Xero but not	on statement:					
02/12/20	78.48		Stripe	Theres already one for that amount and dat		
25/03/21	538.55		Stripe	This is not on the bank statements		
04/07/21	-53.92		Tesco	There is already a £53.91 for Tescos on that		
31/07/21	-3		Jamies Fruit and Ve	This is not on the bank statements		
31/07/21	-71.28		Priory Pet and Cou	This is not on the bank statements		
31/07/21	-70.73		Jamies Fruit and Ve	This is not on the bank statements		
	<b>418.1</b>					

Healing Omitted from 2018/19 accounts so put in suspense								
spital, MOE paid 269.06, Emma paid back 266.06, £3 short								
or food up till 07/19								
r this amount for food up till 07/19								
y from ST for food till 07/19								
se Staff/Volunteer, the credit went to suspense								
Eg Spending or MOE TBC								
e on Xero so this is a duplicate								
t date, this one isnt on the bank statements								

Check that P/L and B/S balances

Recalculate food and utility splits, change P/L and B/S figures then check th

Create draft ST and EG private costs invoices for different years

Create draft ST and EG utilities invoices for 20-21

Create draft ST and EG food costs invoices for 20-21

Show EG overdue invoices and new EG utilities invoice for 19-20

Show EG overdue inv from previous years

Watch Vimeo recording

13.48 Cahnged the fod private inv

26.96 Put half of the 50 amount, 26

53.92

Private costs 20-

Emma 504.47

ST 87.05

ST 19-20 113.64

ST 18-19 13.55

ST 16-17 232.2

EG 17-18 125.35

EG 18-19 203.29

EG 19-20 1289.18

Utilities:

Utilities invoice owed by Emma for 19-20 of £936.57, Emma has paid £305

ST and Emma want to offset their private costs against Mileage claims. The

Shuayb Notes:

Private costs

16-17: ST - Create inv for £232.20 from MOE to ST to offset? It wont need to

Create ST private costs for 18-19 for £13.55.

Create ST private costs inv for 20-21 for £87.05

Create ST private costs for 19-20 for £113.64. Should the manual journal of

Create EG private costs invoices below

955.5 2606.98

310

1280

2545.5                      61.48

ON STATEMENTS BUT NOT ON XERO

03/08/2020	-3106.54 FT	201995 03481
03/08/2020	-180 FT	201995 03481
03/08/2020	-600 FT	201995 03481
03/08/2020	-350 FT	201995 03481
03/08/2020	-700 FT	201995 03481
03/08/2020	698.67 FT	201995 03481
03/08/2020	142 FT	201995 03481
03/08/2020	231.2 FT	201995 03481
03/08/2020	434.26 FT	201995 03481
03/08/2020	3375 FT	201995 03481
03/08/2020	-1818.86 FT	201995 03481
03/08/2020	1842.67 FT	201995 03481
03/08/2020	192 FT	201995 03481
03/08/2020	-310 FT	201995 03481
03/08/2020	-755.79 PAYMENT	STEPHEN TURC
03/08/2020	-12.78 PAYMENT	EMMA GOLDIE
03/08/2020	-30.05 PAYMENT	EMMA GOLDIE
03/08/2020	136.06 BBP	TUROFF S ST L
03/08/2020	2351.46 BBP	TUROFF S SUM
03/08/2020	3238.44 BBP	TUROFF S ST C
03/08/2020	4481.33 BBP	TUROFF S CHR
03/08/2020	766.69 BBP	TUROFF S ST F
03/08/2020	502.49 BBP	TUROFF S ST F
03/08/2020	531.1 BBP	TUROFF S ST C
03/08/2020	776.81 BBP	TUROFF S ST F
03/08/2020	776.81 BBP	TUROFF S MA I
03/08/2020	-7836.6 PAYMENT	STEPHEN TURC
03/08/2020	-5328.75 PAYMENT	STEPHEN TURC
03/08/2020	-460.82 PAYMENT	STEPHEN TURC
03/08/2020	-500.59 PAYMENT	STEPHEN TURC
03/08/2020	-10.01 PAYMENT	STEPHEN TURC
03/08/2020	-866.56 PAYMENT	STEPHEN TURC
	<b>-2390.36</b>	

B/S is £48,294.97 but on the bank statement ending 31/07 it is £47,876.87



at P/L and B/S balances

Banks agree with bank statements

Justification for B/S stuff i.e other debtors, who are they, w

i.96 took that off food volunteers

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credit on 30th June 2021 that offsets against this. So oustanding invoice for 19-20 is nc  
y have already been paid for mileage in previous years. Can they offset mileage claims

o be paid though

£100.66 be paid?

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1911.95

1684.5

.042 MOE DON SA 0720 FT  
.042 KLIMENCODON010720 FT  
.042 KLMENCODON081219 FT  
.042 KLIMENCODON010719 FT  
.042 MMSAYEDDON01010720 FT  
.042 INSRNCCFE0720 FT  
.042 CFFDCSTS0720 FT  
.042 CFECSTS0720 FT  
.042 8PCCHUTL0720 FT  
.042 CAFE RNT 2QTR20 FT  
.042 RNTINCMPRVT0720 FT  
.042 BRMUTLPHN0720 FT  
.042 BRMFLDPRPMNT720 FT  
.042 INDDONATIONS TO SA FT  
OFF FOODZEN TO 020420 BBP  
WRKSHP BBP  
ZEN GRDN BBP  
JTLTS 0719 BBP  
IMERHSE0717 BBP  
INCLTX0717 BBP  
IPRSMAN0717 BBP  
FOOD JULY17 BBP  
FOOD JULY18 BBP  
INCL TX OWD BBP  
FOOD COSTS 0719 BBP  
CONTRA BBP  
OFF HLNGMNSTO AUG18 BBP  
OFF HEALINGMNS0719 BBP  
OFF FOOD TO 0618 BBP  
OFF DRAWBACKS TO 0819 BBP  
OFF ZEN GRDN FUEL BBP  
OFF ST DRAWBACKS1118 BBP

ON XERO BUT NOT ON STATMENTS

31/07/21	Jamies	-70.73
31/07/21	Pet Priory	-71.28
31/07/21	Jamies	-3
		-145.01

. A difference of £418.10. Shuayb to investigate. Either got a duplicate credit or missing

Why do they owe more money, same with creditors

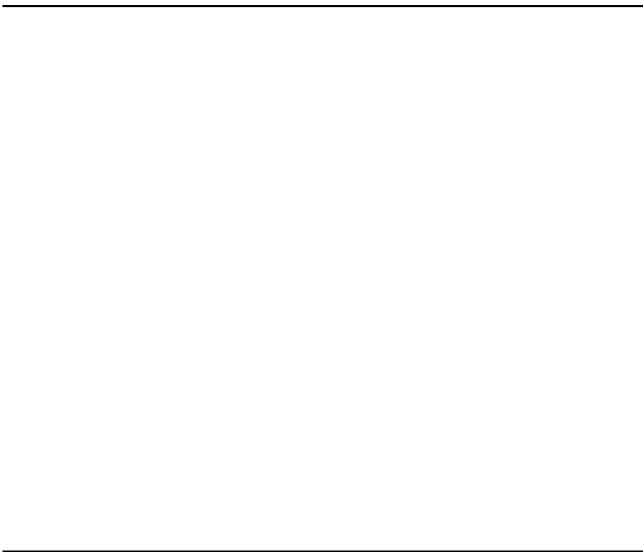
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Now £631.57. This £305 is in the account Utilities: Coach House Private Goldie - 17%  
; for 20-21 against all private costs that they still owe from 16-17 to present?

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), a debit.







# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Ministry Of Enlightenment

On accounts for the year  
ended

31<sup>st</sup> July 2021

Charity no  
(if any)

1120351

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/07/2021.

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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:

*C. Bullen*

Date:

27/5/22

Name:

Claire Bullen

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

FCCA

Address:

Alexandra Anthony Ltd

47 Church Street, Great Baddow

Chelmsford, CM2 7JA

## 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.**