

Charity Registration No. 1126476

Company Registration No. 06688355 (England and Wales)

**HARNHAM BUDDHIST MONASTERY TRUST**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

RECEIVED 24 AUG 2021

# HARNHAM BUDDHIST MONASTERY TRUST

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr P K Hansen Mrs K A Jones Daw Myint Su Ms P M Padbury Dr M Pearce Mr J T Bower Mrs P B Wakefield Pearce	(Appointed 1 January 2020)
<b>Secretary</b>	Mrs P B Wakefield Pearce	
<b>Charity number</b>	1126476	
<b>Company number</b>	06688355	
<b>Registered office</b>	2 Harnham Hall Cottages Harnham Beisay Newcastle upon Tyne NE20 0HF	
<b>Independent examiner</b>	Azets 32 Brenkley Way Blezard Business Park Seaton Burn Newcastle upon Tyne NE13 6DS	

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# HARNHAM BUDDHIST MONASTERY TRUST

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# **HARNHAM BUDDHIST MONASTERY TRUST**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

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

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the trust's governing document, the Companies Act 2006 and "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 2019)".

### **Objectives and activities**

The objects are to promote the teachings of the Buddha (Buddha Sasana) by:

- a) Providing, maintaining and supporting in accordance with the principles of the Theravada Vinaya, residential establishments for a monastic sangha of persons who have undertaken the rules of training (Sikkhapada).
- b) Supporting lay people in the practise of the teachings of the Buddha.
- c) Such other means as may from time to time be decided.

In addition the trust supports the aged and the necessitous/and the doing of all such other things as are conducive to the attainment of that object.

The policies adopted in furtherance of these objects are detailed in appendix 1.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake in order to further the charitable purposes for the public benefit.

Details of the activities of the charity during the year are included in appendix 1.

### **Achievements and performance**

Details of the achievements of the charity during the year are included in appendix 1.

### **Financial review**

The transactions and financial position of the charity are shown in pages 4 to 18 of the accounts.

It is the policy of the trust that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the trust's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the trust is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

After making appropriate enquires, the trustees have a reasonable expectation that the Charity has adequate resources to continues in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

### **Structure, governance and management**

The trust is a company limited by guarantee.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Mr P K Hansen  
Mrs K A Jones  
Daw Myint Su  
Ms P M Padbury  
Dr M Pearce

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# HARNHAM BUDDHIST MONASTERY TRUST

## TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2020

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Mr J T Bower

Mrs P B Wakefield Pearce

(Appointed 1 January 2020)

The members of the charity may by ordinary resolution at an annual or extraordinary general meeting appoint and remove directors.

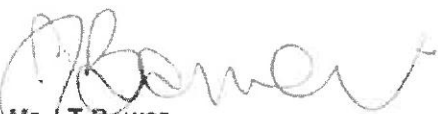
None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Details of organisational structure - see appendix 1.

The Harnham Buddhist Monastery Trust succeeded the Magga Bhavaka Trust in running the monastery.

The report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

On behalf of the board of trustees



Mr J T Bower

Trustee

Dated: 16 August 2021

# HARNHAM BUDDHIST MONASTERY TRUST

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF HARNHAM BUDDHIST MONASTERY TRUST

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I report to the trustees on my examination of the financial statements of Harnham Buddhist Monastery Trust (the trust) for the year ended 31 December 2020.

#### Responsibilities and basis of report

As the trustees of the trust (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the trust are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the trust's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent examiner's statement

In order to undertake an external independent examination, your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ACCA, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the trust as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.



Jill Streeter ACCA  
Azets

32 Brenkley Way  
Bleazard Business Park  
Seaton Burn  
Newcastle upon Tyne  
NE13 6DS

Dated: 16 August 2021

# HARNHAM BUDDHIST MONASTERY TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
<b>Income from:</b>						
Donations and legacies	2	59,955	23,345	-	83,300	180,697
Investments	3	5,872	-	-	5,872	4,541
<b>Total Income</b>		<b>65,827</b>	<b>23,345</b>	<b>-</b>	<b>89,172</b>	<b>185,238</b>
<b>Expenditure on:</b>						
Charitable activities		90,655	13,651	-	104,306	120,113
<b>Total resources expended</b>		<b>90,655</b>	<b>13,651</b>	<b>-</b>	<b>104,306</b>	<b>120,113</b>
Net gains/(losses) on investments	7	(56)	-	-	(56)	4,784
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(24,884)</b>	<b>9,694</b>	<b>-</b>	<b>(15,190)</b>	<b>69,909</b>
Gross transfers between funds		1,742	(1,742)	-	-	-
<b>Net movement in funds</b>		<b>(23,142)</b>	<b>7,952</b>	<b>-</b>	<b>(15,190)</b>	<b>69,909</b>
Fund balances at 1 January 2020		2,101,529	33,496	3,900	2,138,925	2,069,016
<b>Fund balances at 31 December 2020</b>		<b>2,078,387</b>	<b>41,448</b>	<b>3,900</b>	<b>2,123,735</b>	<b>2,138,925</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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

# HARNHAM BUDDHIST MONASTERY TRUST

## BALANCE SHEET

AS AT 31 DECEMBER 2020

	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	9	1,668,714		1,686,358	
Investments	8	84,800		80,294	
		<u>1,753,514</u>		<u>1,766,652</u>	
<b>Current assets</b>					
Debtors	11	14,027		7,917	
Cash at bank and in hand		363,896		374,023	
		<u>377,923</u>		<u>381,940</u>	
<b>Creditors: amounts falling due within one year</b>	12	(7,702)		(9,667)	
Net current assets			370,221		372,273
<b>Total assets less current liabilities</b>			<u>2,123,735</u>		<u>2,138,925</u>
<b>Capital funds</b>					
Endowment funds - general	13	3,900		3,900	
<b>Income funds</b>					
Restricted funds	14	41,448		33,496	
<u>Unrestricted funds</u>					
Designated funds	15	390,873		395,961	
General unrestricted funds		1,687,514		1,705,568	
		<u>2,078,387</u>		<u>2,101,529</u>	
		<u>2,123,735</u>		<u>2,138,925</u>	



# **HARNHAM BUDDHIST MONASTERY TRUST**

## **BALANCE SHEET (CONTINUED)**

**AS AT 31 DECEMBER 2020**

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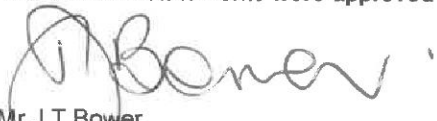
The company was entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006 relating to small companies, for the year ended 31 December 2020.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 16 August 2021



Mr J T Bower  
Trustee

**Company Registration No. 06688355**

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Accounting policies

#### Company information

Harnham Buddhist Monastery Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is 2 Harnham Hall Cottages, Harnham, Belsay, Newcastle Upon Tyne, NE20 0HF.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the trust's governing document, the Companies Act 2006 and "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 2019)". The trust is a Public Benefit Entity as defined by FRS 102.

The disclosure requirements of Section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 1 Accounting policies

(Continued)

#### 1.3 Income

All income is recognised once the Trust has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the Trust is entitled to the fund, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period. Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

Legacy gifts are recognised on a case by case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash or a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measureable with a degree of reasonable accuracy and the title to the asset having been transferred to the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Trust; this is normally upon notification of the interest paid or payable by the bank.

The Trust benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

#### 1.4 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Trust to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The policy for including items within the fundraising and charitable activities is on an accrual basis.

Charitable activities comprise of expenditure associated with promoting the teachings of Buddha and include both the direct costs and costs of an indirect nature necessary to support such activities.

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

#### 1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land is not depreciated	
Freehold buildings	1% straight line
Solar panels	4% straight line
Other fixtures, fittings & equipment	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

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### 1 Accounting policies

(Continued)

#### 1.6 Investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

#### 1.7 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

#### 1.8 Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purpose only.

#### 1.9 Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. Such designated funds may be held in order to finance both working capital and capital investment. Funds designated for a particular purpose by the charity are also unrestricted.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the trust.

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.

#### 1.10 Investment income

Bank interest is included in the income and expenditure account on a receivables basis.

#### 1.10 Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

#### 1.11 Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2020	Total 2019
	£	£	£	£
Donations and gifts	59,955	23,345	83,300	180,697
<b>For the year ended 31 December 2019</b>	<b>161,064</b>	<b>19,633</b>		<b>180,697</b>

The income from donations and legacies was £83,300 (2019 - £180,697) of which £59,955 was unrestricted (2019 - £161,064) and £23,345 was restricted (2019 - £19,633).

### 3 Investments

	Unrestricted funds	Total
	2020 £	2019 £
Distributions from bond	4,563	2,820
Interest receivable	1,309	1,721
	<b>5,872</b>	<b>4,541</b>

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 4 Charitable activities

	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Expenses to promote teachings of the Buddha:				
Staff costs	10,020	-	10,020	11,788
Rent and rates	6,822	-	6,822	7,179
Light and heat	19,443	-	19,443	18,605
Insurance	5,063	-	5,063	4,834
Repairs	4,362	-	4,362	10,941
Office admin	1,736	-	1,736	2,110
Telephone	2,392	-	2,392	2,931
Motor	6,561	-	6,561	7,405
Travel	450	-	450	1,696
Legal fees	325	-	325	566
Sundry	70	-	70	1,074
Bank charges	200	-	200	202
Household expenses	8,987	-	8,987	12,630
Depreciation	19,194	-	19,194	19,414
Events and retreats	1,160	-	1,160	1,049
Governance costs	3,870	-	3,870	3,030
Publication expenses	-	-	-	(986)
Bhikkhu Welfare & Pavarana expenses	-	2,509	2,509	1,986
Breakfast expenses	-	4,477	4,477	5,704
Miscellaneous expenses	-	354	354	3,784
Dana expenses	-	3,637	3,637	2,167
Publication expenses	-	1,375	1,375	2,004
Lockdown expenses	-	1,299	1,299	-
	<u>90,655</u>	<u>13,651</u>	<u>104,306</u>	<u>120,113</u>

The total charitable activities expenditure totalled £104,306 (2019 - £120,113) of which £90,655 was unrestricted (2019 - £104,468) and £13,651 was restricted (2019 - £15,645).

Included in governance costs is an independent examination fee of £3,870 (2019 - £3,030). Other financial services performed by the independent examiner in the year totalled £325 and are included in legal fees.

### 5 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the trust during the year.

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 6 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
Office Administrators	1	2
Employment costs	2020 £	2019 £
Wages and salaries	10,020	11,788

There were no employees whose annual remuneration was £60,000 or more.

### 7 Net gains/(losses) on investments

	Unrestricted funds	Total
	2020 £	2019 £
Revaluation of investments	(56)	4,784

### 8 Fixed asset investments

	Listed investments £
Cost or valuation At 1 January 2020 & 31 December 2020	80,294
Carrying amount At 31 December 2020	80,294
At 31 December 2019	80,294

The market value of an investment was measured by reference to a listed unit price at the year end 31 December 2020.

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 9 Tangible fixed assets

	Freehold buildings	Other fixtures, fittings & equipment	Total
	£	£	£
<b>Cost</b>			
At 1 January 2020	1,738,561	82,780	1,821,341
Additions	-	1,552	1,552
At 31 December 2020	1,738,561	84,332	1,822,893
<b>Depreciation and impairment</b>			
At 1 January 2020	73,332	61,653	134,985
Charge for the year	12,798	6,396	19,194
At 31 December 2020	86,130	68,049	154,179
<b>Carrying amount</b>			
At 31 December 2020	1,652,431	16,283	1,668,714
At 31 December 2019	1,665,230	21,128	1,686,358

### 10 Financial instruments

	2020 £	2019 £
<b>Carrying amount of financial assets</b>		
Instruments measured at fair value through profit or loss	84,800	80,294

### 11 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Other debtors	11,028	5,019
Prepayments and deferred expenditure	2,999	2,898
	14,027	7,917

### 12 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	42	-
Trade creditors	-	3,322
Other creditors	282	288
Accruals and deferred income	7,378	6,057
	7,702	9,667



# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 13 Endowment funds

Endowment funds represent assets which must be held permanently by the trust. Income arising on the endowment funds can be used in accordance with the objects of the trust and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Balance at 1 January 2019	Movement in funds			Balance at 1 January 2020	Movement in funds			Balance at 31 December 2020
		Incoming resources	Resources expended	Transfers		Incoming resources	Resources expended	Transfers	
	£	£	£	£	£	£	£	£	£
Permanent endowments									
Endowment fund	3,900	-	-	-	3,900	-	-	-	3,900
	3,900	-	-	-	3,900	-	-	-	3,900

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 January 2019	Movement in funds			Transfers 1 January 2020	Balance at 1 January 2020	Movement in funds			Transfers	Balance at 31 December 2020
		Incoming resources	Resources expended	£			Incoming resources	Resources expended	£		
Breakfast Donations	663	4,957	(5,895)	275	-	5,284	(4,477)	(81)		726	
Pavarana Donations	1,858	4,806	(1,986)	(1,894)	2,784	4,398	(2,508)	(301)		4,373	
Bhikkhu Travel and Study Donations	6,030	835	-	-	6,865	1,037	-	-		7,902	
Firewood Donations	1,805	-	(917)	-	888	-	(110)	-		778	
Ageing Samanas Donations	458	-	-	-	458	362	-	-		820	
Publications Donations	-	1,034	(902)	-	132	-	-	-		132	
FS Publications Donations	8,662	3,001	(1,102)	-	10,561	3,684	(1,375)	-		12,870	
Meal Dana Donations	966	1,259	(2,166)	-	59	5,196	(3,637)	(1,360)		258	
One Off Restricted Donations	2,199	1,320	(2,397)	(614)	508	735	(195)	-		1,048	
Winter Fuel for Kutis Donations	119	-	(119)	-	-	-	-	-		-	
Mangala House Donations	-	172	(72)	-	100	-	(50)	-		50	
Maintenance and Repair Donations	234	-	-	-	234	-	-	-		234	
LPM Ageing Donations	8,220	-	-	-	8,220	-	-	-		8,220	
Bhikkhu Welfare Donations	527	2,250	(90)	-	2,687	1,350	-	-		4,037	
Lockdown Fund Donations	-	-	-	-	-	1,299	(1,299)	-		-	
	31,741	19,634	(15,646)	(2,233)	33,496	23,345	(13,651)	(1,742)		41,448	

The charity reserves the right to transfer any unused restricted donations to general funds subject to donor's approval. During the year £1,742 was transferred to the general unrestricted fund from breakfast, Pavarana, and Meal Dana donations.

# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2020	Movement in funds			Balance at 31 December 2020
	£	Incoming resources £	Resources expended £	Transfers £	£
Long Term Reserve Fund	225,840	480	-	-	226,320
Designated Kitchen Fund	4,891	1,153	(1,445)	-	4,599
Ageing Samanas Fund	99,342	-	-	-	99,342
Short Term Reserve Fund	25,000	-	-	-	25,000
Replacement Fund	20,000	-	-	-	20,000
MH Running Costs Fund	6,038	-	(5,276)	-	762
Publication Fund	14,850	-	-	-	14,850
	<u>395,961</u>	<u>1,633</u>	<u>(6,721)</u>	<u>-</u>	<u>390,873</u>

Long Term Reserve Fund: For improvements of existing buildings, purchase of additional property or land and any other use at the discretion of Luang Por Munindo.

Designated Kitchen Fund: Used for soya milk, packed lunches and other kitchen items.

Ageing Samanas Fund: Intended to provide the financial support necessary for resident ailing and/or aged Samanas of the charity to be able to continue living the renunciant life as fully as possible within the Harnham Community or if not practical, elsewhere.

Short Term Reserve Fund: An emergency fund to cover 3 months running costs.

Replacement Fund: For items in regular use that need replacing.

MH running costs: For running costs of Mangala House.

Publication Fund: For publication costs.

#### 16 Share capital

The company does not have share capital and is limited by guarantee. In the event of the company being wound up the maximum amount which each member is liable to contribute is £1.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2020

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# HARNHAM BUDDHIST MONASTERY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2020

### 18 Operating lease commitments

At the reporting end date the trust had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2020 £	2019 £
Within one year	<u>2,206</u>	<u>2,574</u>

### 19 Capital commitments

At 31 December 2020 the trust had capital commitments as follows:

Contracted for but not provided in the financial statements:

Improvements to property	<u>5,850</u>	<u>5,850</u>
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## **HARNHAM BUDDHIST MONASTERY TRUST**

### **APPENDIX 1**

# Harnham Buddhist Monastery Trust

## *Trustees Report 2020*

**The Trustees of Harnham Buddhist Monastery** take this opportunity to offer our best wishes to the extended community of friends and supporters and to report on the activities of the monastery and the Trust during 2020.

Obviously, 2020 was a turbulent year for everyone and we had to close our doors to the lay community in order to maintain appropriate social distancing practices. However, fortunately the monastery has been able to continue to exist and function as a place of full-time training for monastic residents due to the generosity shown by the lay community. In offering the material support necessary for its survival, they ensure that there will continue to be a place for those who wish to commit themselves to the training laid down by the Buddha. While there have been severe restrictions on options for others to come and participate in the usual ways – be it to offer requisites at the daily meal offering, practise meditation, listen to a Dhamma talk or stay as a guest – the live streaming of evening pujas, Dhamma talks and regular email updates from Luang Por Munindo have offered important forms of contact between the sangha and the lay community during these strange and uncertain times. We are sincerely indebted to the lay supporters for their ongoing support and to the sangha for their continued inspiring presence, commitment and willingness to share their experience of the Buddha's path with us.

This report provides information about the organization of the monastery and its resident community together with details of the activities undertaken during the last twelve months. A summary of our financial situation is also included.

## The Trust

Harnham Buddhist Monastery Trust (HBMT) is a Registered Charity (no.1126476) and a Company Limited by Guarantee (no.6688355) and is the governing body responsible for the stewardship of Harnham Buddhist Monastery. The governing documents for HBMT are the Memorandum and Articles of Association.

The primary objective of the Trust is to promote the teachings of the Buddha:

'by providing, maintaining and supporting, in accordance with the Theravada Vinaya, residential establishments for a Monastic Sangha of persons who have undertaken the rules of training (*Sikkhapada*) and to support lay people in the practice of the teachings of the Buddha.'

The Trustees (who are also directors of HBMT Ltd.) in 2020, were: Philippa Padbury, Myint Su, Mike Pearce, John Bower, Kath Jones, and Paul Hansen (Chair) and Penny Wakefield-Pearce who is also the Trust Secretary and Treasurer. Anthony Morgan took over as Office Administrator at the beginning of 2020.

The day to day affairs of the Monastery are overseen by the 'Management Group' (comprising members of the monastic community and the Office Administrator) with reference to the Trustees. Representatives from the Thai and Sri Lankan communities have offered to act as a link between the sangha and their communities and other lay supporters have volunteered to be contacted for tasks such as helping with cooking, events and retreats.

## The Resident Community

As can be expected, due to the COVID-19 pandemic, the monastic community was very stable in 2020, although there were a few changes at the beginning of the year: two of our previous *anagarikas*, Jonathan and Michael, finished their year as white-clothed postulants and returned to lay life. After that, Samanera Adicco returned in the middle of March, a few weeks earlier than

originally planned from his spending the winter retreat at Amaravati, so as to avoid being stuck by then-looming travel restrictions.

Samanera Sucinno, then at Cittaviveka Buddhist Monastery in West Sussex, did remain there and only returned to Harnham in June. On his journey, he was accompanied by a new community member, Tan Tikkhanyano, a junior *bhikkhu* of Singaporean nationality sent from Wat Nanachat on a year-long visa, renewable for another year if so desired. Thus, our connection with Thailand remains strong, as Tan Tikkhanyano counts as the third *bhikkhu* sent from Wat Nanachat over the last 5 years.

The community list at the end of 2020 was :

- Luang Por Munindo
- Ajahn Punnyo (away)
- Tan Tikkhanyano
- Tan Mahesako
- Tan Samvaro
- Tan Adicco
- Tan Sucinno
- Samanera Jotisaro
- Anagarika Gabriel

## Sangha visitors, events & activities

Due to the various restrictions imposed by the UK government in response to COVID-19, we did not hold any of the usual big events at the monastery (Songkran, Vesak, Kathina) and we did not receive any sangha visitors. Likewise, all of our retreats that would have normally been held at Kusala House were cancelled, as well as Dr. Adrian Bint's Beginner's Meditation Classes.

Luang Por Munindo carried on with his regular offering of Dhamma talks, as well as with the regular Dhammapada reflections sent to subscribers around the world, comprising of his brief contemplation on a chosen Dhammapada verse. We trust that people continue to find this offering very useful in helping to apply Dhamma to their daily lives wherever they may be.

The news blog was also sent out regularly to update the wider community on the activities of the monastery, so as to try to help our supporters feel in touch with the monastery at times when they were not able to visit.

In fact, we did make good use of contemporary online technologies as we introduced our 6-day-a-week live-streamed evening *pujas*. These online video streams have been received well by many of our supporters for whom meditating in person with their local groups - or with us in the Dhamma Hall - was impossible. With the live-stream, they were able to join virtually our meditation and chanting sessions from their home.

Additionally, two funeral ceremonies were live-streamed privately.

## Visitors during the pandemic

### Long-term guests

Although closed to the general public, the monastery offered an option for applicants interested in monastic training, in stays of 6 months or more. This program was generally comprised of online video-interviews, and if accepted followed by an initial month-long trial. Upon arrival, applicants underwent a 14-days confinement period (later on, in accordance with government guidance, reduced to 10 days) during which the resident community arranged for the two daily meals to be brought to them in the annex of our guest-house, then transformed into a



quarantine area. Special health & safety measures were taken to safely interact with them, and as far as we know, Harnham Hill remained COVID-free throughout 2020.

Thanks to our establishing this long-term stay program, several men were able to experience monastic life for a longer period of time - and test their aspiration for monastic training - and the sangha was grateful for the help with the daily running and maintenance of the monastery.

### Day visitors

One of the things that some of our local supporters missed was the ability to visit the monastery for the mid-day meal and bring offerings to the sangha. To this effect, when possible, we opened the vestibule to our Dhamma Hall and made it available from 7am to 7pm for lay visitors to bring offerings and collect some of our Forest Sangha calendars or free distribution Dhamma books.

We were not able to meet with these day visitors indoors, as it was against the government's restrictions - and we were not able to open the Dhamma Hall's vestibule in this way all year long, as some periods were "full lockdowns" - but we were grateful for the support and happy to offer to some of our local friends the ability to practice *dana* by bringing offerings to the monastery.

We also developed an online booking system of "sponsored *danas*" to offer our lay community the possibility of sponsoring a meal prepared by our resident cooks.

### Ordinations and precept ceremonies

The resident community had the good fortune this year of having two of its junior members, Samaneras Adicco and Sucinno, become *bhikkhus* by taking *upasampada* at Amaravati Buddhist Monastery on the 2nd of September, with Ajahn Amaro as their preceptor. Thanks to the Amaravati community's generosity and willingness to put in the extra effort required to accommodate visitors during the pandemic, the two new junior monks are now referred to as Tan Adicco and Tan Sucinno.

The sangha also welcomed Gabriel, a 22 year-old man from South London, as one of its new *anagarikas*, who took eight precepts with Luang Por Munindo on 22 of November. Anagarika Gabriel also took over as Kitchen Manager from Anagarika Daniel, the latter becoming Samanera Jotisaro after taking *pabbajja* on the 25th of December, also with Luang Por Munindo as his preceptor.

### Building Projects

There was no main building project this year, although a lot of work went into planning and drawing, particularly for a proposed new building at Mangala House ( an exercise room with shower and toilets, which can be potentially reconverted into a *kuti* later on) as well as, among other things, a jetty at our lake property. The project of renovating the Dhamma Hall accommodations' bathroom was postponed until April 2021.

Otherwise, the community did carry out a few smaller projects which were nonetheless a big improvement to the monastery's various properties. For instance, a water butt was installed next to each meditation hut at the lake, which number three in total. One of these meditation huts, the "Lakeside Kuti", had some of its rotting wooden beams renovated. Finally, our kitchen benefited from an upgrade as a new extractor fan and ducting-pipe system was installed.

Finally, the lake property at Harnham continues to flourish and develop every year. In order to maintain it as both a place for contemplation and a haven for wildlife, we held a lake work day on most months, although this year they were closed to the general public, members of which would, in previous years, sometimes join in for the day. The work of strimming back grass, keeping clear the in and outflows to the lake, weeding, mowing and reviving trees damaged by inclement weather continued, come rain or shine.

## Finances

### Income

In 2020 the total income was approximately £81,476 (£206,746 in 2019). Of this £56,209 was donated to General Funds, £19,721 to Restricted Funds (i.e. specified by the donor for a particular purpose). There was an income of £1,309 from Interest and Investments.

### Expenses

In 2020 total expenses were approximately £84,718 (£124,012 in 2019), £71,067 from General Funds and £13,651 from Restricted Funds.

Here is a breakdown of the basic costs spent in maintaining the monastery: (excluding expenses such as travel, publication production, and exceptional expenses covered by Restricted Funds):

	Annual Cost (£)	Monthly Cost (£)
Utilities and firewood	21,374	1,781
Household expenses	9,081	757
Motoring expenses	6,647	554
Rent, rates and insurance	11,141	928
Repairs and maintenance	0	0
Phones and Internet	2,398	200
Welfare (medicines, dentist, etc.)	62.25	5
Office Administration (inc salary, etc.)	9,873	823
Governance costs (accountant)	3,775	315
Events (retreats, festivals, etc.)	1,160	97

The Monastery also receives many donations of food and small household items throughout the year. A number of tasks, that might otherwise represent expenses to the Trust, are undertaken by volunteers, such as gardening, maintenance, driving and IT assistance.

## Standing Orders

At present, regular donations by standing orders cover about 25% of the running costs each month. It is very helpful in managing the monastery's finances to know that regular costs will be covered to at least this extent. To set up a standing order donation, forms are available on the website [www.ratanagiri.org.uk](http://www.ratanagiri.org.uk) and at the monastery.

## Reserves

As the level of donations can be variable the Trust holds funds in reserve to ensure that immediate liabilities can be met in case of a sudden drop in donations.

The Trust currently holds the following Reserve Funds:

1. Short Term Reserve: £25,000 (approximately 3 months running costs).
2. Long Term Reserve: at the end of 2019 held £226,660 (*for improvements to monastery buildings and property purchase - for example the Trusts hopes to purchase the freehold of part of the monastery which is currently leased, should it become available.*)
3. Replacement Fund: £20,000 for emergency repairs and replacements.
4. Ageing Samanas Fund: of approximately £99,342 which is invested to provide for any increased costs involved with looking after elderly (or disabled) sangha members. It is hoped that this will enable us to provide a level of care such that aged and infirm sangha may continue to live within the monastery for the duration of their life.
5. An Endowment Fund: £3,900 invested to generate income as a safeguard for the long term future of the monastery.

## Banking

The Trust holds the funds spread over several types of bank accounts with different providers. These are two current accounts, an account to receive standing orders, two deposit accounts and a unit trust. As far as possible the Trustees have chosen banks that are ethically principled.

Should you require any further information about HMBT's finances please contact the Trust Secretary, email: [secretary@ratanagiri.org.uk](mailto:secretary@ratanagiri.org.uk)

## Policies

The Trust has adopted policies for: Risk Management, Investments, Vulnerable Beneficiaries (including Child Protection), Conflicts of Interest, Volunteer Management, Complaints Handling and Health and Safety.

*Harnham Buddhist Monastery Trust (HMBT) is the governing body responsible for the stewardship of Harnham Buddhist Monastery.*



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