

# **The Sundial House Group & The International Group for Creative Meditation**

**Registered Charity Number: 1158521**

## **Trustees' Annual Report and Financial Statements**

**for the period**

**1 January 2023   -   31 December 2023**

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Hastings Voluntary Action  
Jackson Hall  
Portland Place  
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East Sussex  
TN34 1QN

## **Organisational information of the Sundial House Group & The International Group for Creative Meditation**

The trustees of The Sundial House Group present its annual report and financial statements for the year ended 31st December 2023

<b>Name of charity:</b>	The Sundial House Group & The International Group for Creative Meditation
<b>Principal Address:</b>	Poplars Cottage, Churchland Lane, Sedlescombe, Battle, East Sussex, TN33 0PF
<b>Registered charity number:</b>	1158521
<b>Governing document:</b>	CIO - Foundation Registered at Charity Commission on 10 Sep 2014, amended on 06 Jul 2021
<b>Trustees:</b>	Janet Derwent – Secretary & Chair Mayte Gómez Lorraine Flower – Treasurer
<b>Lead Co-Ordinator:</b>	Janet Derwent
<b>Bankers:</b>	HSBC, 100 High Street, Tonbridge, Kent, TN9 1AN
<b>Independent Examiner:</b>	Laura Dawson, Finance Manager HVA, Jackson Hall, Portland Place, Hastings, TN34 1QN

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

The trustees of The Sundial House Group present its annual report and financial statements for the year ended 31st December 2023, Continued

### Reserves

At the Balance Sheet date The Sundial House Group had free reserves (i.e. excluding fixed assets and stock) amounting to £23,013.97. The trustees are satisfied that this is sufficient to meet the needs of The Sundial House Group for the forthcoming financial year.

### Risk Assessment

The trustees have identified and reviewed the risks both financial and non-financial to which The Sundial House Group might be exposed. They have taken steps to mitigate the impact of such risks.

### Trustees' Responsibilities

Laws applicable to non-profit making organisations in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the Trust's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then 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 departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the Trust will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose, with reasonable accuracy, the financial position of the Trust, and which enable them to both ascertain the financial position of the Trust and ensure that the financial statements comply with relevant legislation. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are satisfied that working with advice from the group Accountants they have achieved these requirements in principle.

This report was approved by the Board of Trustees on 4th Oct 2024

Janet A. Derwent  
Secretary & Chairperson

*Janet A. Derwent.*

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023**

The trustees of The Sundial House Group present its annual report and financial statements for the year ended 31st December 2023, Continued

### **International – Inter Group Activities**

In the Summer of 2023, two Trustees, Janet Derwent and Mayte Gómez, participated in the Summer School of the newly-created European Psychosynthesis Association, held from June 28th to July 2nd in Mullsjö, Sweden. They delivered a workshop entitled "A Creative Meditation on the Process of Psychosynthesis", which was timetabled twice in the School programme, and which a total of 52 people attended, offering very positive feedback.

Throughout 2023 bimonthly online discussion and meditation meetings of the IACM (International Association for Creative Meditation) continued to take place.

The Sundial House Group continues to work with Michael Lindfield, Meditation Groups Inc., Meditation Mount, CA, USA and Marina Bernardi, The Community of Living Ethics, Italy and other Creative Meditation Group Leaders in New Zealand, Brazil, Portugal, Spain and Germany.

### **Inner Development - Trustees**

From 1<sup>st</sup> to 3<sup>rd</sup> of December 2023, the Trustees held a special weekend residential meeting, to review the organisation's Purpose and Mission. This led to a rich discussion on the organisation's essence, its methodologies, and how the Trustees see the organisation cooperating with other groups in the immediate future.

It was agreed that the Trustees would meet again for a residential week during Easter 2024, to discuss SDH's "Transition" more in depth, and to revise and re-organise all printed material, as well as to review the historical archive.

### **Sundial House Office & Website**

The Sundial House Website [www.creativegroupmeditation.org](http://www.creativegroupmeditation.org) continues to be refreshed as new materials are uploaded for public sharing. The Ripplenet Web Designer Timothy Read continues to manage these adjustments on behalf of the group.

### **Stock of group materials**

The stock of the Sundial House materials were reviewed at the end of 2023 and a plan developed to dispose of 95% of hard copy books and papers as these are no longer in demand being replaced by electronic pdf versions. The interest in purchasing the SDH books and compilations continued to decrease during 2023.

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023**

The trustees of The Sundial House Group present its annual report and financial statements for the year ended 31st December 2023, Continued

The Inter-Vision Sessions have continued to be available to the 2 IGCM Facilitators. The Inter-Vision Sessions for the TGCM Mentors have also been offered along with individual support when needed. This way of meeting via teleconferencing, reviewing and exchanging ideas continues to supply a quality service and develop a cohesive group field.

Additional Continuing Development was offered to all mentors in the TGCM programme, in the form of three Study Days. This programme was part of a renewed commitment on the part of the Trustees to offer continuing development to the team of mentors.

Modifications to the meditation reporting form for the IGCM are ongoing and these were introduced with the intention of supporting and encouraging a deeper understanding of the work.

The bimonthly IGCM creative meditation meetings continued at or around the 21<sup>st</sup> of the month when the group meditation work transitioned into the new Law or Principle. These meetings are facilitated by Susan Green, Maria Davey and Janet Derwent on behalf of the group service.

Monthly Full Moon creative meditation meetings continued, facilitated by Susan Green, Janet Derwent and Savina Miller. Tracing the journey of Hercules and his Labours through the year has symbolically indicated the nature of the individual and group psychological approach being adopted at this time.

The bimonthly online TGCM meeting has been developed by Mayte Gómez and Lorraine Flower and is now offered to all participants of the training course as an integral part of the creative meditation courses. These meetings are well attended and appreciated as they are designed to foster a growing awareness of the group consciousness and an understanding and recognition of the laws and principles of the soul working out locally and worldwide.

<b>Sundial House Workshops &amp; Online Events offered during 2023</b>
SDH Agni Yoga Group continued meeting on the last Thursday of each month
Bimonthly online Transition Meditation Meetings continued every two months
Monthly Full Moon meditations ran throughout 2023
EPA– Sweden – Seminar - Embracing our Personalities – Liberating our Soul – 29.6 – 1.7.23
Mentors Study Day: "The Spirituality of Mentoring: Philosophy and Practice". Online event - 11.2.2023
Mentors Study Day: "The Art of Mentoring. Part I" – Online Event - 8.7.2023
Mentors Study Day: "The Art of Mentoring. Part II". Online Event – 14.10.2023
International Group for Creative Meditation Online Rededication Meeting 21.12.23
IACM – Bimonthly Meetings 20.2.23

Online events continued to be offered throughout 2023. The group's main income is generated from the training courses and study events that have a set-fee attached. Some bursaries are available for those needing support to take part in the correspondence courses.

## **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023**

The trustees of The Sundial House Group present its annual report and financial statements for the year ended 31st December 2023.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Constitution**

The Sundial House Group & The International Group for Creative Meditation became a Registered Charity on 10 September 2014. Its Registered Charity Number is 1158521

#### **Objects & Purpose**

The Sundial House Group & The International Group for Creative Meditation sets out to educate and train the general public and humankind in the use and application of creative meditation. The purpose of which is the promotion and protection of the good health of the general public by the provision of this information and training

The Sundial House Group & The International Group for Creative Meditation works to advance spiritual growth and a spiritual orientation in the world through education into the Laws and Principles of Everyday Living and the development of meditation training and associated ideas

#### **Public Benefit**

In writing their trustees report, the trustees have given due regard to the guidance of the charity Commission on public benefit.

#### **Members**

Members of The Sundial House Group are deemed to be those students and co-workers who are working with the creative meditation materials

#### **The Trustees**

The trustees who held office throughout the period are shown on the information page. Trustees are appointed to serve until such time as they choose to resign or retire.

#### **Review of Activities**

During the year under review, we continued with the production and sale of the Sundial House Publications, The Introductory Creative Meditation Papers, The Training Courses in Group Creative Meditation (TGCM) and The International Group for Creative Meditation (IGCM) which continued to work with its existing cohort of students and co-workers.

The training programme involving the management of student meditation reports and mentors' replies is co-ordinated, delivered and facilitated by Mayte Gómez and Lorraine Flower. The administration of the correspondence training programme and all work undertaken by the Group is managed enabling the SDH office to comply with data protection requirements. The SDH, TGCM & IGCM & Full Moon meetings continue to be managed via the ZOOM teleconferencing platform which is both economical and efficient. Working this way is cultivating a group consciousness and ensures the quality of the services being provided

Some 7 students began the correspondence Training Courses in Creative Meditation and 13 members of the Group for Creative Meditation for this period were working and supported by a team of 7 international mentors and facilitators.

## The Sundial House Group & The international Group for Creative Meditation

### Statement of Assets & Liabilities as at 31 December 2023

	2023	2022
<b><u>Investment Assets</u></b>		
Deposit Account	20,220.46	22,900.72
<b><u>Current assets</u></b>		
Current Account @ 31/12/23	2,091.73	533.02
PayPal Account @ 31/12/23	548.68	1,596.64
Cash in hand @ 31/12/23	-	-
Accounts Receivable	173.50	-
Less uncashed cheques		
	<u>23,034.37</u>	<u>25,030.38</u>
<b><u>less Current liabilities</u></b>		
Accounts Payable	20.40	-
	<u>23,013.97</u>	<u>25,030.38</u>
<b><u>Represented by:</u></b>		
Accumulated Fund b/f	25,030.38	25,726.00
Surplus/deficit of receipts over payments	-2,016.41	-695.62
	<u>23,013.97</u>	<u>25,030.38</u>

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 1993. The trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments account and Statement of Assets and Liabilities.

These financial statements are accepted on behalf of the charity by:

Signed Janet A Derwent Dated 4th Oct 2024  
Janet Derwent, Secretary & chairperson

Signed Lorraine Flower Dated 4th Oct 2024  
Lorraine Flower, Treasurer

## The Sundial House Group & The international Group for Creative Meditation

### Receipts & Payment accounts

for the period

01 January 2023 to 31 December 2023

	Current Year			Previous Year
	Unrestricted	Restriicted	Total funds	Total
<b><u>Receipts</u></b>				
Events, Retreats & Workshops	-	-	-	956.00
General Donations	-	587.00	587.00	962.92
Donations towards Running Cos	-	25.00	25.00	-
Misc Income/Sales Postage	-	150.60	150.60	73.96
Publishers Licensing Services	-	-	-	32.58
Interest	-	319.74	319.74	39.70
Courses	-	1,692.78	1,692.78	1,266.45
Books, Compilations, MP3 Reco	-	148.83	148.83	252.65
Sales & Sales Postage	-	137.94	137.94	
<b>TOTAL RECEIPTS</b>	-	3,061.89	3,061.89	3,584.26
<b><u>Expenditure</u></b>				
Computer Costs	-	2,353.09	2,353.09	1,337.04
Office Expenses & Overheads	-	-	-	200.50
Retreat Provisions	-	71.10	71.10	-
Printing, Postage & Stationary	-	257.24	257.24	1,795.94
Publications	-	718.35	718.35	-
Accountancy	-	697.00	697.00	782.00
Workshop Expenses	-	516.30	516.30	-
Donation	-	259.78	259.78	
Sundry Expenses	-	83.08	83.08	
PayPal Expenses	-	60.76	60.76	
Bank Charges	-	61.60	61.60	64.40
<b>TOTAL PAYMENTS</b>	-	5,078.30	5,078.30	4,279.88
<b>Net surplus/-deficit</b>	0.00	-2,016.41	-2,016.41	-695.62
<b>Movement in funds</b>	-	-	-	
<b>Fund balances b/f 1/1/23</b>		25,030.38	25,030.38	25,726.00
<b>Fund balances c/f 31/12/23</b>	-	23,013.97	23,013.97	25,030.38



**NOTES TO THE ACCOUNTS  
FOR THE PERIOD ENDED 31ST DECEMBER 2023**

**1. Receipts and Payments accounts**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

**2. Trustees' remuneration and benefits**

Trustees received no remuneration or benefits in this period

**Trustees' expenses**

During the year there were no expenses paid to Trustees.

**3. Previous period comparison**

The financial year end of the charity is 31st December 2023. The previous period's figures have been included for comparison.

**4. Restricted fund**

These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**5. Utilities/Office Accommodation Costs**

The operational office costs (heating, lighting, telephone, broadband) are all covered by the Chair as a donation. This year that donation is estimated at £800 and represents expenses that would have to be covered by the Charity if it was located elsewhere than in the grounds of the Chair's residence.

**Independent Examiner's Report to the Committee of The Sundial House Group & The  
international Group for Creative Meditation**

I report on the accounts of The Sundial House Group & The international Group for Creative  
Meditation  
for the twelve month period ended 31st December 2023

**Respective responsibilities of committee & examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act), and that an independent examination is needed.

It is my responsibility:

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the General Directions given by the Charity
- 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 supporting documentation presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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 130 of the Charities Act
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act 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.

  
Laura Dawson

Finance Manager  
Hastings Voluntary Action  
Jackson Hall, Portland Place, Hastings, TN34 1QN

Dated: 7/10/24