

Trustees' Annual Report for the period from 01/01/2023 to 31/12/2023

Charity name: The Manchester Centre for Buddhist Meditation Trust

Charity registration number: 1176625

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of the Samatha Meditation Practice and associated teachings through running the Manchester Centre for Buddhist Meditation
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Meditation classes for beginners and more experienced meditators are offered free of charge on several days a week. Many meetings are both in person and on line. Full moon meetings are held regularly and there is a monthly puja (chanting and making offerings) open to all. Study groups, Tai Chi, courses and weekends of practice take place regularly.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have given careful consideration to the guidance issued by the Charity Commission on public benefit. Many of the classes and activities are of benefit to the mental and physical wellbeing of those who choose to access them. There are no charges for classes, donations are invited. The garden at the Manchester Centre is open to the public and they enjoy spending time there. The extensive private library is open to Samatha members and visiting Buddhist scholars.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The Manchester Centre and all its activities are entirely run by the members on a voluntary basis. The time, support and enthusiasm offered is much appreciated by the Trustees.

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During recent unusual years, the Manchester Centre had continued offering to the wider community a number of beginners' classes for learning the Samatha meditation practice by adapting to include online participation as well as the in-person classes. Classes for more experienced meditators had continued in a similar way.</p> <p>At the start of 2023 there remained signs of reluctance from beginners and more experienced meditators to attend events at the centre in person; significant efforts were made successfully to increase the level of in-person activity such that by the end of 2023 face-to-face activity had returned to being the dominant approach to meditation teaching.</p> <p>The monthly Pujas are open to all, both in person and online.</p> <p>The full moon meetings have returned to being held in-person.</p> <p>The Tai Chi group have continued to meet, normally in person.</p> <p>A weekly online meditation meeting with an emphasis on well-being and mindfulness has become established and is open to anyone who wishes to join in.</p> <p>There have been days and weekends of practice and study mostly offered in person.</p> <p>A number of time-limited and ongoing groups have met online to investigate aspects of the Teachings of the Buddha and other related topics.</p> <p>We have continued to expand our library which now holds approximately 6500 books relating to Buddhism and other wide-ranging subjects. The library is open to members and visiting scholars.</p> <p>The teachings of the Buddha, learning the meditation practice and other mindful activities are offered free of charge and are available to all.</p> <p>To raise awareness of the MCBM, classes and activities are advertised on our website, Face Book, Twitter, signs in the garden and posters in the community.</p> <p>The support and contact found during these meetings has been appreciated by many, both members and non-members.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We continue to offer many opportunities and activities both at the Manchester Centre and online. Including zoom participation in most of our activities has ensured they are more accessible to a wider community. This way of working has continued to be developed and will continue to do so into the foreseeable future.
Performance of fundraising activities against objectives set	Para 1.41	The Trust relies on donations to maintain the Manchester Centre as a base for our classes and associated activities. The level of donations has been maintained, a reflection of generosity much appreciated.
Investment performance against objectives	Para 1.41	N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Total receipts on unrestricted funds were £30,499</p> <p>These receipts have primarily come from donations by members, £7,657 from standing orders, £2,757 from cash, £2,464 from card and £11,464 from Golden Giving. Being a charity has enabled us to claim Gift Aid totalling £5,666</p> <p>Our outgoings were £25,970 which included £7,000 on internal and external repairs to the Centre, £5,100 on energy, £4,200 on improvements to the garden and £1,800 on general equipment.</p> <p>The net result for the year was an excess of receipts over payments of £4,529</p> <p>£100,000 of the banked funds is earmarked for transforming the End Room into a functional space for the Centre. An architect has drawn up the plans which are due to be submitted for approval by the local council.</p> <p>Our library fund receives £300 per annum from the Samatha Trust which is used to enhance our extensive collection of approximately 6,500 books. The end of year balance was £447.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>As we are reliant on voluntary donations from our members, we hold a reserve fund of £12,000 which would go towards covering the cost of running the Manchester Centre for a year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees are invited by the President, in consultation with others, from the membership. The current Trustees give the final approval. New Trustees are selected for their interest and commitment to the future of the MCBM. The intention is to maintain a good balance amongst the Trustees including teaching and meditation experience, gender and age.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	When new Trustees are appointed they are directed to become familiar with all policies and procedures on the Manchester Trust's website.
The charity's organisational structure and any wider network with which the charity work	Para 1.51	The charity's organisation structure comprises a group of Trustees and a management committee elected by the members. MCBM Trust and the Samatha Trust work closely together.
Relationship with any related parties	Para 1.51	The Samatha Trust are owners of the Manchester building and all permanent fixtures and fittings.

Reference and Administrative details

Charity name	Manchester Centre for Buddhist Meditation Trust
Other name the charity uses	
Registered charity number	1176625
Charity's principal address	21, High Lane, Chorlton, Manchester, M21 9DJ

Names of the charity trustees who manage the charity

The trustees who served from 01/01/23 to 31/12/23:

J.A. Callow – Chairman
T.A. Bochenski
F.A. Beresford
J. Connolly
R. Rose
A. Hudson
J. Dewhurst

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers

Type of adviser	Name
President of the MCBM	Keith Munnings
Chairman of the MCBM	Hilary Phillips
Treasurer of the MCBM	Linda Ely

Name of chief executive or names of senior staff members

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	J. Callow
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Full name(s)	Jacqueline Anne Callow
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Position (eg Secretary, Chair, etc)	Chair up to 21 st April 2024
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Date	11/06/2024
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Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

The Manchester Centre for Buddhist Meditation Trust

On accounts for the year
ended

31 December 2023

Charity no

1176625

Set out on pages

1 – 4 (One to Four)

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023.

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 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: Darren Warren

Date: 03/03/2024

Name: Darren Warren – Paxton Independent Examiners

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

FMAAT

Address:

61a High Street South

Rushden

Northants, NN10 0RA

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.

Receipts & Payments Report

Charity name: M/c Centre for Buddhist Meditation Trust

Charity number: 1176625

For the period from 01/01/2023 to 31/12/2023

Receipts and payments					
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	£	£	£	£	£
Receipts					
Dāna collected at Centre	5,221	0	0	5,221	4,574
Dāna collected at Bank	7,657	0	0	7,657	8,684
Dāna via Samatha Trust	11,464	0	0	11,464	4,952
Gift Aid	5,666	0	0	5,666	2,118
Library grant from Smatha Trust	0	300	0	300	300
Bequests & Legacies	0	0	0	0	0
Interest received	297	0	0	297	162
Other receipts	100	0	0	100	0
Other receipts	94	0	0	94	0
Receipt suspense	0	0	0	0	0
	30,499	300	0	30,799	20,790
Asset and Investment sales etc					
	30,499	300	0	30,799	20,790
Payments					
Maintenance	7,994	0	0	7,994	58,790
Install new systems	0	0	0	0	0
Rent	0	0	0	0	0
Rates	0	0	0	0	0
Electricity	1,739	0	0	1,739	1,162
Gas	3,416	0	0	3,416	1,892
Water	922	0	0	922	777
Telephone/Broadband	403	0	0	403	376
Insurance	896	0	0	896	825
Cleaning	643	0	0	643	586
Publicity	262	0	0	262	199
Refreshments	1,159	0	0	1,159	142
Other meeting costs	293	0	0	293	71
Garden	4,210	0	0	4,210	262
IT running costs	288	0	0	288	144
Staff training costs	0	0	0	0	0
Accounting software	444	0	0	444	210
Independent examination	0	0	0	0	480
Banking [charges/interest]	60	0	0	60	81
Grants and donations	700	0	0	700	500
Library Office costs	198	0	0	198	359
Expenses/travel/subsistence	250	0	0	250	265
Professional fees and expenses	0	0	0	0	0
Other payments	0	0	0	0	0
	23,877	0	0	23,877	67,121
Assets and investment purchased					
Equipment, furnishings and fittings	1,863	0	0	1,863	1,550
Books and publications	229	372	0	601	315

Receipts & Payments Report

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Total payments	25,969	372	0	26,341	68,986
Excess of receipts over payments	4,530	-72	0	4,458	-48,196
Transfers between Funds	0	0	0	0	0
Cash Funds Last Year End	135,305	519	0	135,824	184,019
Cash funds this year end	139,835	447	0	140,282	135,823



Section A

Independent Examiner's Report

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ended

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