



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From - 1<sup>st</sup> June, 2022 to 31<sup>st</sup> May 2023

Charity name: Illuminate Mind Foundation

Charity registration number: 1178594

## Objectives and Activities

|  | SORP reference     |   |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | <p>1/ To promote the religious and philosophical teachings of Jesus Christ in <b>A Course in Miracles</b> to the general public primarily in the United Kingdom.</p> <p>2/ To provide illumination, guidance and resources to those who are actively engaged with the teachings of Jesus Christ in <b>A Course in Miracles</b> regardless of location.</p> <p>3/ To provide a property primarily in the United Kingdom as a teaching centre, for healing, for worship and fellowship for anyone interested in the spiritual experience and self-transformation promised in <b>A Course in Miracles</b>.</p>   |
| 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 | <p>We believe in our mandate, explicitly stated in the teachings, to extend and expound the profoundly transformative spiritual message in the philosophy of A Course in Miracles for the positive benefit of the general public, in the name of God. We do this in two primary ways – firstly by striving to bring individuals together under the guidance of the Holy Spirit for the purpose of discovering the message of atonement, healing the mind through the application of the transpersonal psychology of forgiveness, restoring our true relationship with God and to experience the illumination of mind in Christ. Secondly by producing and providing resources in various media formats, via our website, various digital platforms and in person.</p> |

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| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | When making decisions in furthering the charity's objects, the trustees have endeavoured to take the Commission's guidance on public benefit into consideration, in particular, the specific guidance on charities for the advancement of religion. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                        | SORP reference |  |
|------------------------|----------------|--|
| Policy on grant making | Para 1.38      | <p>This grant making policy lays out our aims and principles in awarding grants and also a range of specific checks which will be applied to any given grant depending on the nature of the grant application and will be decided on a case for case basis.</p> <p>We can only fund projects and activities that are exclusively charitable and fall within the objects of the charity.</p> <p>Participation at some events is without cost, others are by a 'suggested donation' making them accessible to all. The charity wishes no one be excluded from its services and activities for financial reasons. This is advertised on the information provided for the majority of events, classes etc the charity promotes.</p> <p>Where there are fixed costs for accommodation and meals, we try to keep them reasonable. If costs are an obstacle to participation, individuals are informed they are welcome to enquire about assistance. All are welcome. Generally, the amount of assistance is determined through a conversation between the individual and the trustee they had initial contact with, followed by consultation between the trustees and the treasurer. The charity will make up the shortfall in participants funds towards board and lodging in most cases with the discretion to go further should it be warranted.</p> <p>The charity stands ready to provide financial assistance to individuals who wish to attend an event as long as it's in a position to do so.</p> <p><b>Funding Criteria.</b> Grants are available to individuals only. The charity will consider all applications that fall within our charitable purposes and meet our funding criteria and, for which, the due diligence process is established.</p> |

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|  |  | <p>Grants will be made based on the funding available and solely on merit and so long as the trustee has not identified any unacceptable issues.</p> <p><b>Priorities –</b></p> <p>We require submissions to be made by email detailing costs and shortfall where assistance is being requested.</p> <p>All grantees will be required to acknowledge receipt of the funding granted and to provide a report on how their grant was used and the impact this has had. The content and nature of information to be reported will be appropriate for the size of grant awarded. The charity will monitor such reports to not only ensure that grants are being used for the purposes intended, but also to assess the impact grants have made. This learning will be used to inform future decision making and policy to maximise the charity's impact.</p> <p><b>Decision Making Process</b></p> <p>Applications deemed exceptional will be considered by the board of trustees, who work to the Charity Commission C27 guidelines on trustee decision making. In general, applications will be considered between respective trustees, who have contact with the applicant, and the treasurer. In this case the board of trustees will be kept informed and a report made at the subsequent meeting of the board.</p> <p>Grants are awarded entirely at the discretion of the trustees and their decision is final.</p> <p><b>Notification</b></p> <p>All applicants will be notified of the outcome of their request and successful applicants will have funding made available. For small grants and any to individuals, we advise applicants of their award and include their obligations in receiving it:</p> <ul style="list-style-type: none"> <li>• Confirming receipt.</li> <li>• It may only be spent for the purposes for which it was given.</li> <li>• Confirming its use and on how the grant was spent.</li> <li>• Any unused portion of the grant is to be returned to the charity.</li> <li>• Reporting back on the impact the grant had.</li> </ul> |
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|  |           | <p><b>Data Protection</b><br/>Applicants' data will be held in accordance with data protection legislation.</p> <p><b>Checks and Due Diligence</b><br/>The charity will carry out sufficient due diligence on grant applicants to confirm the identity of the applicant and that.</p> <ul style="list-style-type: none"> <li>Any funding will be applied in accordance with the charity's charitable purposes.</li> <li>Funds will not be knowingly used for illegal purposes, such as money laundering, bribery or financing terrorism.</li> <li>The applicant does not hold views or have any involvement in activities contrary to the charity's values and charitable purposes.</li> </ul> <p><b>Promotion</b><br/>Funding assistance is promoted on our website and on the information advertised for events the charity promotes.</p> |
| Policy on social investment including program related investment | Para 1.38 |   |
| Contribution made by volunteers                                  | Para 1.38 | <p>4 regular volunteers provide administrative help and practical and technical assistance at events which have enabled us to run the events smoothly and on a more professional level. Residential events require a team of up to 8 volunteers to organize various aspects of the event. One-day or weekend workshops are benefited by 2-3 volunteers helping to set up and break down the hired room, cleaning etc. efficiently.</p> <p>Volunteers perform a number of administrative tasks such as transcribing talks, copy-reading and video editing.</p>   |
| Other  |           |   |

## 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>The charity has offered a varied programme of events, extending our activities in the UK and Spain, with programmes in Tucson, AZ, USA. Longer, 9-day retreat and 4-day weekend experiences in Spain. One-day and weekend meetings in London, and broadly communicated open to all, live streaming events at Christmas and other special occasions.</p> <p>There are now two regular study meetings each week and one every two weeks.</p> <p>We continue to work to develop the resources available on the website and the Spanish language pages version, with more eBooks and audio recordings, video clips to be published.</p> <p>Facebook, and Instagram are active platforms for communicating our services and message, acting as a portal to our programme and the teachings of spiritual forgiveness and connecting to students of A Course in Miracles worldwide.</p> <p>We have created and published frequent group email bulletins (1500 plus contacts), and engage in general networking between students and teachers of the spiritual philosophy of A Course in Miracles.</p> <p>We present sessions on the online platform UCDM Colombia, and participate in international conventions with affiliated groups and organizations.</p> <p>The charity continues to invest in video and audio online streaming software and equipment to support and enhance our outreach programme over the Internet, Zoom and to improve the quality of audio and video recordings, including translation equipment.</p> <p>The charity has achieved one of its main objectives by purchasing a property for its use as a teaching, healing and communications centre. Work is ongoing to make it more suitable for in-person group meetings and one-to-one sessions.</p> <p>The on-site studio building is actively being used to record audio and video and stream our presentations around the UK and the world.</p> |

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|  |  | <p>Individual statements of experiences and benefits samples :-</p> <p>Here's testament from Begonya C, one of the participants to a retreat in September, 2022 –</p> <p>“In this retreat I have experienced many moments of true happiness that cannot be compared to the happiness of the world where it is always conditioned to external situations. The happiness I felt in this retreat, on the contrary, is felt from the inside out and envelops everything. I have also had moments where I have had to go through my fears to see them up close and when that has happened, I have always had all the support and help I needed. Simon Christopher teaches the course from his heart knowing that he has no other purpose for being here. Simon offers the Course in Miracles pure and full of life where students embrace it so they can rediscover that they are already perfect in the one reality we share with God.”</p> <p>And from Steve R:</p> <p>“I had an experience of innocence that is unshakably real. I cannot deny that. Now I can bring that to any moment that I am in fear and know my innocence is real instead.”</p> <p>The charity firmly and positively communicates the vital benefit of the transpersonal psychology of forgiveness for spiritual, mental and emotional well-being. Forgiveness is well-documented as essential to psychological and emotional well-being. Our philosophy presents a systematic programme of spiritual forgiveness as an ultra-personal psychotherapeutic process. The benefits are life-changing for individuals as they develop a renewed relationship with their innate spiritual Self.</p> <p>The charity works to reach the public as broadly as we are able to within the scope of the religious and spiritual domain.</p> <p>The spiritual philosophy is presented in a self-study programme which profoundly shifts the existential perspective, the ground of being, for many students. The charity promotes events where individuals can join others in experiential class settings with fellowship and support. The psychological benefits are expressed by individuals and spiritual experiences give confidence in the foundation of the teachings. Metaphysical understanding of sickness and healing are of great benefit to those who have been suffering.</p> |
|--|--|---|

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|  |  | <p>The regular weekly groups provide the continuity of a consistent support for new students of the philosophy. Many comment on how valuable they are.</p> <p>The charity also provides one-to-one support and counselling on an international basis via online platforms like zoom.</p> <p>The charity website aims to be a portal to reading, audio and video materials, with approximately 4000 page views each month.</p> <p>The charity has provided financial assistance where requested and according to our procedures for such requests. In total £678 was provided this reporting year period.</p> |
|--|--|--|

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

|  |           |  |
|--|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |
| Investment performance against objectives                    | Para 1.41 |  |
| Other  |           |  |

## Financial Review

|  |           |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
|--|-----------|--|-----------------------------------|----------|--|--|-------------------------------|-------|--|-------|--|-------|-------|-------|-------------------------------|--------|-----------------|--------|--|--|
| Review of the charity's financial position at the end of the period            | Para 1.21 | Balance of funds held in account at end of accounting year – May 31 <sup>st</sup><br>£ 6,875.00  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>The trustees aim to maintain funds of £3000 held in reserve to ensure continuity of activities throughout the coming 12 months regardless of any fluctuation in donations.</p> <ul style="list-style-type: none"><li>• £3000 reserve funds. Current annual costs are approximately £2000.</li><li>• £2000 designated for projects planned over the coming 12 months – website dev/ audio-video studio / publishing - print/video/audio / promotions / equipment.</li><li>• £ 1,204 designated funds for grant-making/ financial assistance, segregated and held in sub account.</li><li>• £15,000 projected needs for maintenance, repair and renovation of the charity's property over the next 6 - 12 months. These additional funds will be sought from donors and a fund-raising campaign.</li></ul> <table><tr><td>Balance of accounts<br/>31/05/2022</td><td>6,875.00</td></tr><tr><td></td><td></td></tr><tr><td><b>Reserves</b> – total funds</td><td>3,000</td></tr><tr><td>Designated funds – Projects essential to charity operations and growth</td><td>2,000</td></tr><tr><td>Designated funds – assistance grant-making account</td><td>1,204</td></tr><tr><td>Total</td><td>6,204</td></tr><tr><td>Deficit of funds to be raised</td><td>15,000</td></tr><tr><td>Total projected</td><td>21,204</td></tr><tr><td></td><td></td></tr></table> | Balance of accounts<br>31/05/2022 | 6,875.00 |  |  | <b>Reserves</b> – total funds | 3,000 | Designated funds – Projects essential to charity operations and growth | 2,000 | Designated funds – assistance grant-making account | 1,204 | Total | 6,204 | Deficit of funds to be raised | 15,000 | Total projected | 21,204 |  |  |
| Balance of accounts<br>31/05/2022  | 6,875.00  |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
|  |           |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
| <b>Reserves</b> – total funds  | 3,000     |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
| Designated funds – Projects essential to charity operations and growth         | 2,000     |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
| Designated funds – assistance grant-making account                             | 1,204     |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
| Total  | 6,204     |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
| Deficit of funds to be raised  | 15,000    |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
| Total projected  | 21,204    |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |
|  |           |  |                                   |          |  |  |                               |       |  |       |  |       |       |       |                               |        |                 |        |  |  |



|  |           |        |  |
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|  |           |        |  |
| Amount of reserves held  | Para 1.22 | £3,000 |  |
| Reasons for holding zero reserves  | Para 1.22 |        |  |
| Details of fund materially in deficit  | Para 1.24 |        |  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 |        |  |

### **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 |  |
| Other   |           | <p><b>Trustee benefits –</b></p> <p>The board of trustees, taking into regard the CC's guidance on decision-making, agreed to provide Rev Christopher, a trustee and senior volunteer minister, with accommodations on the upper, 1st floor of the charity's property in Cross St Hampton Hill. His tenancy started on Dec 1<sup>st</sup> 2021, and has use of three rooms which would be valued at approximately £1000 monthly on the open market. In the charity's agreement with Rev Christopher, he will pay the majority of the utility bills, split the council tax 50/50, and oversee the work of repairs, maintenance and renovations. He will generally act as caretaker of the property to ensure its security, and that it attains and maintains a good standard of repair. He will also ensure the property is set up to support the charity's activities and functions.</p> |



## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           |  |
| Type of governing document<br>( <a href="#">trust deed</a> , <a href="#">royal charter</a> )  | Para 1.25 | Constitution                               |
| How is the charity constituted?<br>(e.g <a href="#">unincorporated association</a> , CIO)   | Para 1.25 | Charitable Incorporated Organisation (CIO) |
| 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 | Elected by current trustees                |

### 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 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |
| Other   |           |  |

## Reference and Administrative details

|                             |   |
|-----------------------------|---|
| Charity name                | Illuminate Mind Foundation                            |
| Other name the charity uses |   |
| Registered charity number   | 1178594   |
| Charity's principal address | 30, Cross St.,<br>Hampton Hill<br>Hampton<br>TW12 1RT |
|                             |   |

### Names of the charity trustees who manage the charity

|    | Trustee name                | Office (if any)                                | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-----------------------------|--|-----------------------------------|---|
| 1  | Simon Christopher           | Chair  |                                   |   |
| 2  | Daniela (Barbara) Matarrese | Treasurer and Creative Communications director |                                   |   |
| 3  | Holly Thomas                | Secretary                                      |                                   |   |
| 4  | Debra Frankiewicz           | Administrator                                  |                                   |   |
| 5  |                             |  |                                   |   |
| 6  |                             |  |                                   |   |
| 7  |                             |  |                                   |   |
| 8  |                             |  |                                   |   |
| 9  |                             |  |                                   |   |
| 10 |                             |  |                                   |   |
| 11 |                             |  |                                   |   |
| 12 |                             |  |                                   |   |
| 13 |                             |  |                                   |   |
| 14 |                             |  |                                   |   |
| 15 |                             |  |                                   |   |
| 16 |                             |  |                                   |   |
| 17 |                             |  |                                   |   |
| 18 |                             |  |                                   |   |
| 19 |                             |  |                                   |   |
| 20 |                             |  |                                   |   |

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

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

|   |  |
|---|--|
| Description of the assets held in this capacity   |  |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects |  |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         |  |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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|--|
|  |
|--|

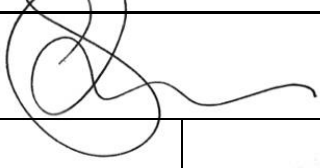
## Other optional information

|  |
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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)                        |  |  |
| Full name(s)                        | Simon Christopher  |  |
| Position (eg Secretary, Chair, etc) | Chair  |  |
| Date                                | 21/4/2024  |  |



Receipts and Payments Accounts

CC16a

For the period  
from

Period start date

01/06/2022

To

Period end date

31/05/2023

Section A Receipts and payments

|  | Unrestricted funds | Restricted funds | Designated funds | Total funds      | Last year        |
|--|--------------------|------------------|------------------|------------------|------------------|
|  | to the nearest £   | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts                                    |                    |                  |                  |                  |                  |
| Donations                                      | 704.00             | 0.00             | 300.00           | 1,004.00         | 454,101.00       |
| Loan   | 0.00               | 0.00             | 0.00             | 0.00             | 367,000.00       |
| Interest                                       | 0.00               | 0.00             | 6.00             | 6.00             | 0                |
| Income Generation                              | 0                  | 1839             | 0                | 0                | 0                |
| Sub total(Gross income for AR)                 | 704                | 1,839            | 306              | 2,849            | 821101           |
| A2 Asset and investment sales, (see table).    |                    |                  |                  |                  |                  |
|  | - 0                | - 0              | - 0              | -                | - 0              |
| Sub total                                      | - 0                | - 0              | - 0              | -                | - 0              |
| Total receipts                                 | 704                | 1,839            | 306              | 2,849            | 821,101          |
| A3 Payments                                    |                    |                  |                  |                  |                  |
| Administration                                 | 16.00              | -                | -                | 16               | 16.00            |
| Advertising & Promotion                        | 0.00               | -                | -                | -                | 77.00            |
| Bank Charges & Fees                            | 61.00              | -                | -                | 61               | 136.00           |
| Donations & Grants Out                         | 0                  | -                | 678.00           | 678              | 2,186.00         |
| Event Costs (room hire)                        | 280.00             | -                | -                | 280              | 780.00           |
| Event Costs (car hire, sundries, transporting) | 196.00             | -                | -                | 196              | 717.00           |
| Event Costs (streaming, Covid-19 equipment)    | 101.00             | -                | -                | 101              | 193.00           |
| Postage  | 0.00               | -                | -                | -                | 28.00            |
| Publishing                                     | 0.00               | -                | -                | -                | 0.00             |
| Teaching Resources                             | 0.00               | -                | -                | -                | 5.00             |
| Volunteer Expenses                             | 0.00               | -                | -                | -                | 0.00             |
| Video Production Costs                         | 83.00              | -                | -                | 83               | 83.00            |
| Website  | 364.00             | -                | -                | 364              | 579.00           |
| IMF Office                                     | 570.00             | -                | -                | 570              | 549              |
| IMF Centre                                     | 0                  | 10,729           | -                | 10,729           | 809,587.00       |
| Equipment                                      | 830.00             | -                | -                | 830              | 3,257.00         |
| Financial Services                             | 377                | -                | -                | 377              |                  |
| Trustee Payments                               | 0.00               | -                | -                | -                | 491.00           |
| Trustee Expenses                               | 18.00              | -                | -                | 18               | 176.00           |
| Sub total                                      | 2,896              | 10,729           | 678              | 14,303           | 818,860          |
| A4 Asset and investment purchases, (see table) |                    |                  |                  |                  |                  |
|  | - 0                | - 0              | - 0              | -                |                  |
| Sub total                                      | - 0                | - 0              | - 0              | -                | - 0              |
| Total payments                                 | 2,896              | 10,729           | 678              | 14,303           | 818,860          |
| Net of receipts/(payments)                     | - 2,192            | - 8,890          | - 372            | - 11,454         | 2,241            |
| A5 Transfers between funds                     |                    | -                |                  | -                | -                |
| A6 Cash funds last year end                    | 9,340              | 7,413            | 1,575            | 18,328           | 16,088           |
| Cash funds this year end                       | 7,148              | - 1,477          | 1,203            | 6,874            | 18,329           |

Section B Statement of assets and liabilities at the end of the period

| Categories  | Details  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Designated funds<br>to nearest £ |
|---|--|------------------------------------|----------------------------------|----------------------------------|
| B1 Cash funds   |  | 7,148                              | - 1,477                          | 1,203                            |
|   |  | -                                  | -                                | -                                |
|   |  | -                                  | -                                | -                                |
|   | Total cash funds                                       | 7,148                              | - 1,477                          | 1,203                            |
|   | (agree balances with receipts and payments account(s)) | OK                                 | OK                               | OK                               |
|   |  | Unrestricted funds<br>to nearest £ | Restricted funds<br>to nearest £ | Designated funds<br>to nearest £ |
| B2 Other monetary assets                                    | Gift aid still to be claimed                           | 960                                | -                                | -                                |
|   |  | -                                  | -                                | -                                |
|   |  | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)         |
| B3 Investment assets  |  |                                    | -                                | -                                |
|   |  |                                    | -                                | -                                |
|   |  | Fund to which asset belongs        | Cost (optional)                  | Current value (optional)         |
| B4 Assets retained for the charity's own use                | Property   | Restricted                         | 797,000                          | -                                |
|   | Equipment  | Unrestricted funds                 | 4,087                            | -                                |
|   |  | Fund to which liability relates    | Amount due (optional)            | When due (optional)              |
| B5 Liabilities  |  |                                    | -                                |                                  |
|   |  |                                    | -                                |                                  |
| Signed by one or two trustees on behalf of all the trustees | Signature  | Print Name                         |                                  | Date of approval                 |
|   |  |                                    |                                  |                                  |
|   |  |                                    |                                  |                                  |