

Charitable Incorporated Organisation

Number: 1178771

Buddhist Healthcare Chaplaincy Trust
Report and financial statements
for the year ended 31st December 2021

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Reference and administrative information for the year ended 31st December 2021

Charity number 1178771

Registered office and operational address

Buddhist Healthcare Chaplaincy Trust,
5 Ainslie Street
Ulverston
Cumbria, LA12 7JE

Trustees

Trustees, who served during the year and up to the date of this report were as follows:

Keith Munnings, Chair	Resigned (Retired) 30/10/2021
Stephen Johnson, Secretary	
Satyin Taylor	
Satyamegha Kate Hunt	Appointed 30/10/2021
Fionna Yule	Appointed 30/10/2021

Bankers

Triodos Bank UK,
Deanery Road,
Bristol BS1 5AS

Trustees annual report for the year ended 31st December 2021

Trustees of the Buddhist Healthcare Chaplaincy Trust (BHCT) present their report and the unaudited financial statements for the year ended 31st December 2021.

Reference and administrative information set out on page 2 forms part of this report. The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice' applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 1020 (effective 1 January 2015)).

Objectives and activities

Objects of the Charitable Incorporated Organisation

To advance Buddhism for the public benefit by promoting the role of Buddhist Healthcare Chaplaincy by:

1. Training and education of Healthcare Staff, including Chaplains of all faiths and those of secular beliefs, regarding the role and contribution of Buddhism, Meditation and Mindfulness, in Health and Social Care.
2. The provision of Buddhist Healthcare Chaplaincy Services to hospitals, hospices, community and other healthcare services throughout the United Kingdom, working with opportunities to enhance healthcare outcomes.
3. The provision of Buddhist and Interfaith education, dialogue and discourse through workshops, seminars, public lectures and through electronic and print media and contributing towards healthcare chaplaincy policy and best practice.
4. Networking and development of a supportive community for those interested in Buddhist Healthcare Chaplaincy, including but not limited to offering membership services, conferences, endorsement, mediation and dispute resolution, supervision and mentoring.

Achievements and performance

The charity's main activities and who it tries to help are described below. All of its charitable activities are undertaken to further the Buddhist Healthcare Chaplaincy Trusts' charitable purposes for the public benefit.

Management and Delivery of 'Buddhist Healthcare Chaplaincy Development'

- Based upon the previous success of chaplaincy training 'Starting Out in Healthcare Chaplaincy' taster courses, a new course 'Tools for Chaplaincy' was developed in 2019 specifically for potential Buddhists interested in Chaplaincy and Spiritual Care. A course that was planned for March 2020 recruited a good number of applicants, but in the light of the COVID pandemic was cancelled. Some expenses were refunded. A revised version of this course was continually postponed until it was finally held late in 2021. (Income from the course shown in Balance Sheet attached).

Attendance at NETWORK meetings

- Trustees were able to attend the national 'Network for Pastoral, Spiritual and Religious Care in Health' (NPSRCH) meetings online.
- Trustees also attended meetings of the Network of Buddhist Organisations (NBO), including their AGM where we voted on behalf of the BHCT, as members of the NBO.

Committee and Trustee Meetings

During 2021 re-structuring of BHCT (from BHCG) continued with Trustees:

- launching a new BHCT website;
- establishing further aspects of a governance framework;
- reviewing BHCT Endorsement processes in line with national guidelines;
- further established a basis for a new committee format with wider representation of different groups from across the Buddhist community.

The intention remained to achieve greater long-term sustainability of the work as an organisation. BHCT became a CIO at the end of May 2018 with the initial appointment of Trustees. In the last year the Board of Trustees have continued plans to develop sustainability with the appointment of two new Trustees and the formation of a wider management committee to ensure inclusivity of different Buddhist traditions.

Keith Munnings, our Chairman for many years, retired at the end of 2021, resigning as a Trustee on 30 October 2021. He continued in post for two months to facilitate the effective handover of all endorsement materials and other documentation. This ensured an area of risk (identified in our risk management review as 'key personnel'.

Beneficiaries of our services

The prime beneficiaries of our services are individuals, with a Buddhist background, either seeking or already holding Endorsement as a Healthcare Chaplain. A variety of support is offered to such individuals including:

- 'Taster' course initial training
- 1 to 1 mentoring and support from experienced Buddhist Healthcare Chaplains
- Regular Regional Meetings and an Annual Conference (no activity during 2021 due to COVID19 restrictions.
- Beneficiaries receive occasional exclusive newsletters and updates, including contact from BHCT concerning supporting hospitalised Buddhists during the pandemic.

Ultimately the true beneficiaries of the service are the staff and patients within the healthcare settings who are supported by Buddhist Healthcare Chaplains offering Pastoral, Spiritual and Religious Care and aiming to contribute towards better healthcare outcomes.

Financial review

Principal funding sources

BHCT income during 2021 was from a mix of Course Fees and carried over public funding received previously for NHS Chaplaincy Development work streams.

How expenditure has supported key objectives

The BHCT subscribed to membership of two national umbrella organisations, one Buddhist and the other Chaplaincy-based:

- the Network of Buddhist Organisations (NBO)
- the College of Healthcare Chaplains (CHCC).

The main administrative expenses occur in:

- maintaining a register of Endorsed Chaplains, including provision of mentoring to chaplains
- making necessary arrangements for efficiently run events; conferences, regional support days and training events
- paying travel expenses for those attending trustee meetings, committee meetings, regional study days and the annual conference
- paying travel expenses to individuals recommended by BHCT for places on the 'Starting out in Healthcare Chaplaincy' taster course.

The BHCT has no full-time staff. All its activities are carried out by volunteers. An existing arrangement for paying an annual fee to an administrator continues from before the Charity was established (Started during development of the charity's predecessor, the BHCG). The total resource expended (as shown in the Balance Sheet) was £3227.

Reserves policy

The Trustees recognise the importance of ensuring that sufficient reserves are retained to maintain adequate working capital to fund operational activity, to provide for unseen circumstances and to invest in the development of the charity. Against a background of difficult operating conditions caused by the worldwide COVID 19 pandemic and a history of uneven income streams, both from statutory and other sources, the Board aims to build up and maintain reserves to meet operating costs during the year. BHCT expenditure continues to be within its income.

The Trustees consider that a reasonable reserve of funds of £10307 is being held for the present circumstances.

Public Benefit

The charity has due regard to the guidance published by the Charity Commission on public benefit.

Plans

BHCT plans to continue to train new individuals and promote activities for existing individuals working as volunteers or paid staff in healthcare settings. Future plans include:

- further raising the profile of Healthcare Chaplaincy within the Buddhist community
- increasing the impact on Healthcare Chaplaincy of a greater contribution from those with Buddhist backgrounds.
- Encouraging a wider range of engagement methods for Buddhist Chaplains e.g. acute settings, palliative care, community services, social care.
- Develop a new range of training programmes.
- Development of new membership grades to reflect levels of interest e.g. Affiliate, through to Fellow, marking outstanding contribution.

Structure, governance and management

The organisation is a Charitable Incorporated Organisation, registered on 13th May 2018. The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

The Trustees, their nomination and appointment

The BHCT is a CIO governed by its Constitution where using the 'Foundation' model our Trustees are the members of the Trust and hold voting rights accordingly. BHCT trustees are responsible for the decisions made in running the BHCT. The board keeps the skills requirements for the trustee body under review. New trustees may be sought by open advertisement or through a dialogue with candidates. The ultimate decision on selection is a matter for the board of trustees. When new trustees are appointed, they are given an introduction to the work of the charity and provided with information they need to fulfil their roles, such as the 'Essential Trustee' document produced by the charity commission. There is a simple nomination process for new trustees, to be voted onto the board of Trustees. Trustees may hold specific roles such as Chair, secretary, and treasurer and others as needed. The trustees have no beneficial interest in the charity. All trustees give their time voluntarily and receive no payment or other benefit from the charity for fulfilling their Trustee duties. Any expenses reclaimed from the charity are set out in the accounts.

Risk management

Consistent with the size of the charity, the trustees review any major risks to which the charity might be exposed and establish systems and procedures to mitigate those risks. The Trustees are of the opinion that the reserves and known subsequent income are sufficient for at least short to medium term financial requirements.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provision of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' annual report has been approved by the trustees on 31/01/2022
and signed on their behalf by:

Signed

A handwritten signature in black ink, appearing to be 'Dr. Stephen Johnson', written over a light blue horizontal line.

Dr. Stephen Johnson
Secretary

Statement of Financial Activities (including Income and Expenditure account) for the year ended 31st December 2021

BUDDHIST HEALTHCARE CHAPLAINCY TRUST - BALANCE SHEET

January 1st 2021-December 31st 2021

BALANCE	TOTAL
Opening Balance	12394
Income	1140
Expenditure	3227
Closing Balance	10307

INCOME

Course fees (Training)	1140
Donations	0
NHSE Training Funding	0

1140

EXPENDITURE

Employees / subcontractors costs

Salaries and wages	1520
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Legal and professional fees

Consultancy

Property Costs

Rent and rates	0
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General administrative expenses

Bank charges	12	12
Travel & subsistence		
Travel	250	
Course lunches	113	363

Admin & Office expenses

post				
stationary				
printing				
website	456			
subscriptions	326			
books	0			
sundry (refunds)	150			
research	400	1332	1707	
				3227