



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2021		31	03	2022

## Section A Reference and administration details

**Charity name** Tenterden Mindfulness Group

**Other names charity is known by**

**Registered charity number (if any)** 1181209

**Charity's principal address** Ivy Court Surgery

Recreation Ground Road

Tenterden, Kent

**Postcode**

TN30 6RB

### 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	Neil Pillai	Chair		
2	Jeremy Cooper	Vice Chair		
3	Les Etheridge	Treasurer		
4	Naomi Benson			
5	Anna Hegarty			
6	Caroline Parfitt		Resigned 01/06/2021	
7	Derek Roger			
8	Julie Stones		Resigned 01/01/2022	
9	Philippa Harris		From 01/12/2021	

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Advertised publically and appointed by existing Board following an interview process.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the CIO are (1) the preservation and protection of health, both mental and physical, of people residing in the united kingdom, in particular but not exclusively by: - providing classes in the practice of mindfulness meditation across the age spectrum; - providing advice and information related to mindfulness meditation and (2) to promote research into mindfulness having regard to the evidence on what is effective and disseminating the useful results for the public benefit.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

In the year 2021-2022 the CIO objectives have been carried out through:

- Running face-to-face and online accredited 8 week Mindfulness courses for the general public.
- Delivering online professional 8 week Mindfulness courses to GPs and NHS primary care staff throughout Kent.
- Delivery of a free 'Introduction to Mindfulness' session to members of the public.
- Delivery of our in-house developed Mindfulness Taster Course online to members of the public.
- Delivering regular on-line and in person (hybrid model) mindfulness practice sessions to support the mental and physical wellbeing of the local population.
- Delivery of two online Mindfulness courses for front-line Blue Light Workers at 90% discount.
- Facilitation of two day-long Mindfulness retreats.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

TMG continued to deliver accredited mindfulness training through online introductory sessions, taster courses and public as well as professional courses.

The Trustees met quarterly and shared responsibility for the overall governance and running of the Charity. We were sad to see two Trustees depart the Board, Caroline Parfitt and Julie Stones (both due to increased professional workloads) but were delighted to welcome Philippa Harris to the Board in the role of Trustee with special interest in Marketing.

The Trustees held a strategy review and planning day in October 2021 which resulted in further optimisation of the internal structure of the organisation to further streamline the executive functions and enable more efficient internal and external communications.

In addition to the Operational Management Group, a formal group was established to focus on the marketing activities of the Charity, chaired by new Trustee Philippa Harris.

Our strong cohort of accredited Mindfulness teachers have led regular online mindfulness practice sessions throughout the year and, thanks to the excellent multimedia facilities at our local doctors surgery, have been able to hold in-person practice sessions which seamlessly blend on-line participants into the session. This has continued to be a great support to our community's wellbeing which has continued to be an important focus for us as a Charity during the pandemic and on into the post-pandemic landscape.

Our Teachers also continued to meet online for mutual support, to share learning and to respond to the challenges of the new online medium

During the year our Chairman, Dr Neil Pillai, has been involved in discussions, negotiations and planning sessions regarding potential provision of Mindfulness courses by TMG for NHS patients. At time of press, these negotiations are still ongoing but the Trustees remain hopeful and optimistic that the Charity will be able to support patients in this way during the coming year.

The Trustees are enormously grateful for a number of considerable donations received during the year, which have helped to provide assistance with course fees for those on a low wage and have funded highly subsidised online Mindfulness courses for frontline workers in both our local community and further afield.

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

The policy during the year was to hold a reserve of three months running costs or a minimum of £1,500. The policy was amended in September 2021 to six months running costs or a minimum of £3,000.

**Details of any funds materially in deficit**

n/a

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

**Section F****Other optional information****Section G****Declaration**

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

Signed on behalf of the charity's trustees

<b>Signature(s)</b>	Dr Neil Lawrence Pillai (By Email)	
<b>Full name(s)</b>	Dr Neil Lawrence Pillai	
<b>Position</b>	Chair	
<b>Date</b>	13/12/22	



## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/04/2021

To

Period end date  
31/03/2022

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Courses	17,025	-	-	17,025	18,619
Sitting Groups	695	-	-	695	55
Donations	18,421	200	-	18,621	3,927
Events	915	-	-	915	-
Other		-	-	-	-
		-	-	-	
		-	-	-	
		-	-	-	
<b>Sub total</b> (Gross income for AR)	37,056	200	-	37,256	22,601
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	37,056	200	-	37,256	22,601
<b>A3 Payments</b>					
Administration	4,398	-	-	4,398	3,484
IT & Software	491	-	-	491	612
Venues	566	-	-	566	188
Teaching	10,410	-	-	10,410	18,835
Advertising	1,800	-	-	1,800	1,964
Print & Stationery	1,052	-	-	1,052	167
Paypal Fees	181	-	-	181	122
Other	524	21	-	545	341
<b>Sub total</b>	19,422	21	-	19,443	25,712
<b>A4 Asset and investment purchases, (see table)</b>					
Equipment		-	-	-	
	-	-	-	-	
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	19,422	21	-	19,443	25,712
<b>Net of receipts/(payments)</b>	17,634	179	-	17,813	3,111
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	7,832	-	-	7,832	10,943
<b>Cash funds this year end</b>	25,466	179	-	25,645	7,832

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

Categories	Details	Unrestricted funds	Restricted funds	Endowment funds
		to nearest £	to nearest £	to nearest £
<b>B1 Cash funds</b>				
	Bank Balance	25,466	179	-
		-	-	-

	-	-	-
<b>Total cash funds</b>	<b>25,466</b>	<b>179</b>	<b>-</b>
(agree balances with receipts and payments account(s))	OK	OK	OK
	<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

  

<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
		-	
		-	-
		-	-
		-	-
		-	-

  

<b>Details</b>	<b>Fund to which asset belongs</b>	<b>Cost (optional)</b>	<b>Current value (optional)</b>
Laptop and peripherals		-	250
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

  

<b>Details</b>	<b>Fund to which liability relates</b>	<b>Amount due (optional)</b>	<b>When due (optional)</b>
Unpaid Teacher Fees	Unrestricted	3,620	
Admin Fees (March)	Unrestricted	611	
Advance Course Fees	Unrestricted	1,485	
		-	
		-	

  

<b>Signature</b>	<b>Print Name</b>	<b>Date of approval</b>
Dr Neil Pillai (by email)	DR NEIL PILLAI	15/08/2022

## B2 Other monetary assets

## B3 Investment assets

## B4 Assets retained for the charity's own use

## B5 Liabilities

Signed by one or two trustees on behalf of all the trustees

## INDEPENDENT EXAMINER'S REPORT

I report on the attached Receipts and Payments Account for the year to 31 March 2022 of Tenterden Mindfulness Group (Charity number 1181209) set out on pages 1 and 2.

The charity's trustees are responsible for the preparation of the financial statements in accordance with the Charities Act 2011. The charity's trustees consider that an audit is not required for this period under section 144 of the Act and that an independent examination is required.

It is my responsibility to:

- 1) Examine the financial statements under section 145 of the Charities Act.
- 2) To follow the applicable Directions given by the Charities Commission (under section 15(5)b of the Act.
- 3) To state whether particular matters have come to my attention.

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 Receipts and Payments Account presented with those records. It also includes consideration of any unusual items or disclosures 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 financial statements present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no material matters have come to my attention which give me cause to believe that in any material respect:

- 1) The accounting records were not kept in accordance with section 130 of the Charities Act; or
- 2) The financial statements did not accord with the accounting records; or
- 3) The financial statements did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.

Signed

David Payne, FCA

Sportsman Farm, St Michaels, Tenterden, TN30 6SY

Date 25 November 2022





CHARITY COMMISSION  
FOR ENGLAND AND WALES

Tenterden Mindfulness Group

1181209

## Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2021	To	Period end date 31/03/2022
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### Section A Receipts and payments

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Events	915	-	-	915	-
Other	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>37,056</b>	<b>200</b>	<b>-</b>	<b>37,256</b>	<b>22,601</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>37,056</b>	<b>200</b>	<b>-</b>	<b>37,256</b>	<b>22,601</b>
<b>A3 Payments</b>					
Administration	4,398	-	-	4,398	3,484
IT & Software	491	-	-	491	612
Venues	586	-	-	586	188
Teaching	10,410	-	-	10,410	18,835
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<b>A4 Asset and investment purchases, (see table)</b>					
Equipment	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>19,422</b>	<b>21</b>	<b>-</b>	<b>19,443</b>	<b>25,712</b>
<b>Net of receipts/(payments)</b>	<b>17,634</b>	<b>179</b>	<b>-</b>	<b>17,813</b>	<b>3,111</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>7,832</b>	<b>-</b>	<b>-</b>	<b>7,832</b>	<b>10,943</b>
<b>Cash funds this year end</b>	<b>25,466</b>	<b>179</b>	<b>-</b>	<b>25,645</b>	<b>7,832</b>

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

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Bank Balance	25,466	179	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	25,466	179	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Laptop and peripherals		-	250
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
	Unpaid Teacher Fees	Unrestricted	3,620	
	Admin Fees (March)	Unrestricted	611	
	Advance Course Fees	Unrestricted	1,485	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	