



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	April	2023		31	03	2024

Section A Reference and administration details

Charity name Tenterden Mindfulness Group

Other names charity is known by Tenterden Mindfulness

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	Safeguarding		
5	Anna Hegarty	Operations		
6	Derek Roger	Research		
7	Philippa Harris	Marketing		
8				
9				

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 publicly 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.

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 2023-2024 the CIO objectives have been carried out through:

- Running face-to-face and online 8 week Mindfulness courses for the general public.
- Delivering online professional Mindfulness courses to GPs and NHS primary care staff.
- Delivering monthly on-line and in person (hybrid model) Mindfulness drop-in sessions to support the mental and physical wellbeing of the local population.
- Facilitation of day-long Mindfulness retreats.
- A range of monthly Mindfulness based events incorporating mindful movement to broaden the benefits of mindfulness practice into gentle physical activities.

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 using its strong cohort of accredited Mindfulness teachers to deliver throughout the year accredited Mindfulness training. This process was assisted by the excellent multimedia facilities at the local doctors' surgery, which enabled TMG to hold in-person practice sessions which blended on-line participants into the session. This continued to provide significant support to the TMG community's wellbeing.

TMG Trustees met quarterly and shared responsibility for the overall governance and running of the Charity. The Operational Management Group, a sub-committee of the Trustee Board charged with managing the day-to-day activities of TMG, met monthly in the course of the year. Standing agenda items included operational decisions focused on the marketing and administration of courses and events, overseeing the development of future courses to be offered by TMG as well as an update on financial performance and marketing activities, to the extent that they are relevant to any operational decisions being taken. Any matters requiring Trustee agreement were escalated to the Board as appropriate.

The Marketing Group sought tenders for a charity re-brand to include a new website to better reflect our current market place and desire to attract more business customers to Mindfulness. Preferred supplier status was awarded and an initial workshop held to scope requirements.

Trustees held a planning day in October 2023 which initiated a complete policy review and confirmed agreement to research a brand new course aimed at offering Mindfulness for parents and children where the child is struggling at school and relationships are being impacted.

TMG Teachers also continued to meet in person and online for mutual support, knowledge sharing and learning whilst also practising Mindfulness collectively.

Section E

Financial review

Brief statement of the charity's policy on reserves

The policy during the year was to hold a reserve of 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

Signature(s)

Dr Neil Lawrence Pillai (By Email)

Full name(s)

Dr Neil Lawrence Pillai

Position

Chair

Date



CHARITY COMMISSION
FOR ENGLAND AND WALES

Tenterden Mindfulness Group

1181209

Receipts and payments accounts

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For the period
from

Period start date
01-Apr-23

To

Period end date
31-Mar-24

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Courses	4,430	-	-	4,430	10,635
Donations	1,762	-	-	1,762	1,173
Gift Aid	-	-	-	-	1,180
Events	670	-	-	670	1,640
Practice Sessions	-	-	-	-	990
Grants	15,000	-	-	15,000	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	21,862	-	-	21,862	15,617
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	21,862	-	-	21,862	15,617
A3 Payments					
Administration	8,189	-	-	8,189	3,581
IT, Software and telephone	4,151	-	-	4,151	654
Venues	524	-	-	524	955
Teaching	4,118	-	-	4,118	14,371
Travel	81	-	-	81	463
Advertising	549	-	-	549	1,741
Course Materials and Postage	264	-	-	264	479
Paypal & Stripe Fees	135	-	-	135	179
Other	418	-	-	418	577
Sub total	18,429	-	-	18,429	23,000
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	18,429	-	-	18,429	23,000
Net of receipts/(payments)	3,433	-	-	3,433	- 7,383
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	18,263	-	-	18,263	25,646
Cash funds this year end	21,696	-	-	21,696	18,263

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 £
B1 Cash funds	Bank Balance	20,202	-	-
	PayPal	1,494	-	-
		-	-	-
	Total cash funds	21,696	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
	Credit Note NCVO	55	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Advance Fee	Unrestricted	750	
	Unpaid Teacher Fees	Unrestricted	503	
	Venue Fees	Unrestricted	90	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	