

# SHEFFIELD INSIGHT MEDITATION

England & Wales · Charity number 1183157

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2019-04-29

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** The Circle  
33 Rockingham Lane  
Sheffield  
S1 4FW

**Phone** 07748271470

**Email** [sheffieldinsightmeditation@gmail.com](mailto:sheffieldinsightmeditation@gmail.com)

**Website** [www.sheffieldinsightmeditation.org.uk](http://www.sheffieldinsightmeditation.org.uk)

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE SUBJECT OF MEDITATION AND THE TEACHINGS OF THE BUDDHA, IN PARTICULAR BUT NOT EXCLUSIVELY BY SUPPORTING AND ENCOURAGING THE STUDY AND PRACTICE OF BUDDHIST INSIGHT MEDITATION (ALSO KNOWN AS VIPASSANA MEDITATIVE PRACTICE) FOR THE PUBLIC BENEFIT, IN PARTICULAR BUT NOT EXCLUSIVELY FOR THE BENEFIT OF PEOPLE IN SHEFFIELD AND SURROUNDING AREAS.

**Activities:** We provide opportunities to study and practice Buddhist teachings and meditation in and around Sheffield through: Retreats (day and residential) led by experienced teachers; Courses, e.g. Introduction to Insight Meditation; Practice and study groups for beginners and experienced meditators; Peer groups sharing experience and meditation practice; Facebook, Newsletter, Twitter, Website.

## Classification

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- **How:** Provides Services
- **What:** General Charitable Purposes
- **Who:** The General Public/mankind

## Geography

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- Derbyshire
- Rotherham
- Sheffield City

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£4,251	£4,477	-	-
2023-12-31	£4,922	£5,074	-	-
2022-12-31	£5,821	£4,687	-	-
2021-12-31	£1,566	£2,030	-	-
2020-12-31	£4,121	£2,806	-	-

## Trustees

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Name	Role	Appointed
Baber Anne		2025-10-11
Catherine Parker		2024-01-25
James Souter		2024-10-12
Josephine Curtin		2024-01-25
Reina Diane Lister		2025-01-20

**SHEFFIELD INSIGHT MEDITATION**

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# Accounts

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# Sheffield Insight Meditation

## *Annual Report 2024*

1 Jan - 31 Dec 2024

### **Background Information**

This is our annual report as a Charitable Incorporated Organisation in which we set out our charitable objectives and our activities to promote those objectives for public benefit.

Sheffield Insight Meditation began in 2006, established by a small group of people who had attended retreats at Gaia House retreat centre in Devon and wanted to continue meditating with others in the Insight Meditation tradition. SIM has expanded over the years to offer a range of retreats, meditation groups, short courses, and social events and we now have over 460 people on our mailing list. In April 2019 we became a registered Charitable Incorporated Organisation.

### **Our Aims and Values**

Insight Meditation, also known as Vipassana (literally translated as 'seeing deeply or clearly') began in the Theravada (South East Asian) schools of Buddhism in the early 20th century, and sought to reconnect with the teachings of early Buddhism. Sheffield Insight Meditation has close links with Gaia House Meditation Centre, and draws inspiration from the wide range of teachings in the worldwide Insight Meditation community.

Although several of us practise at Gaia House, some of us also practise in traditions such as Tibetan and Zen Buddhism, Quakerism, and the secular mindfulness approach. Some of us consider ourselves 'Buddhists', some not. We aim to offer a practical and accessible opportunity to develop and directly experience freedom, compassion and wisdom, in ways that take account of our psychology and embodiment as human beings. You do not need to have any particular beliefs or think of yourself as a Buddhist to attend our events.

We welcome all, irrespective of religious or political beliefs, race, ethnicity, sex, gender, social background, age, sexual orientation or disability. We do not seek to convert others or to discriminate against those who hold differing views. Our retreats and groups are open to anyone, irrespective of means. We operate on a not-for-profit basis. Our events are organised by a team of volunteers and we warmly welcome all contributions of time and service, however small.

As a Sangha (community of practitioners) we are committed to building and supporting community, through developing our understanding and practice of ethical living, interconnection, and compassion for ourselves, others and the world we live in. As part of compassionate action we seek to engage with the challenge of climate change, and the many forms of social and economic injustice. We seek to support each other in rooting the Dharma (teachings of the Buddhist tradition) in our daily lives, in ways that are accessible and relevant for the 21st century, and are for the benefit of all.

# Our Charitable Objective

'To advance the education of the public in the subject of meditation and the teachings of the Buddha, in particular but not exclusively, by supporting and encouraging the study and practice of Buddhist Meditation (also known as Vipassana meditative practice) for the public benefit, in particular, but not exclusively, for the benefit of people of Sheffield and surrounding areas.'

## Our Activities

We offer a range of activities to support meditation practice: day and weekend retreats, regular meditation groups, and courses. Our regular groups and practice days are led by volunteers from within our community and our retreats are led by teachers associated with Gaia House Retreat Centre. These are reputable, trained, highly experienced teachers who commit to a code of ethics.

When planning and carrying out our activities we have considered the Charity Commission's guidance on public benefit. We provide a range of activities through which education in meditation and Buddhist teaching for people with different levels of experience can take place. We endeavour to make our activities as accessible and welcoming as possible, paying attention to physical ability, income level, flexibility of time and place, and participant welfare and safety. We have a formal safeguarding policy with a named responsible person who has undergone training.

All our venues are wheelchair accessible and on public transport routes. We take steps to support participants' mental health: we plan carefully with teachers before events making sure that participants know what to expect, and during events volunteers are available to give individual support in consultation with the teacher. We have a sliding scale for teacher-led events including a 'freely given' option. Fees contribute to our running costs. The teaching itself is given freely and participants are invited to give donations of their own choosing to the teacher. Our volunteer-led events are offered for voluntary donation. We publicise our events widely with a newsletter, social media updates and our website.

## Events

During 2024 we provided the following events:

### Retreats

- 16 -17 March Tony O'Connor at Whirlow.  
In-person and on-line. 29 bookings.
- 16 June Julia Wallond at Whirlow  
In-person and on-line. 24 bookings
- 13 July Jake Dartington at Shirley House  
In-person and on-line. 24 bookings
- 7 - 8 September Ajahn Jutindharo at Whirlow  
In-person only. 22 bookings
- 26 - 27 October Kirsten Kratz at Whirlow

In-person and on-line. 27 bookings

- 28, 29, 30 December. Sangha-led new year retreat at Whirlow.  
In-person. 27 bookings

## **Course**

May. River Wolton

One session in-person followed by 4 evening sessions online

17 bookings

## **Meditative Walk**

April 13 Whirlow Park

## **Evening Meditation group**

As a result of a training session run in the autumn of 2023 by Julian Briggs, a new group was set up to facilitate a monthly session at Shirley House. Joining Julian and Carol as facilitators were Chrissie Hinde and Chris Holmes. The group runs on the first Tuesday of each month. There are around 10 people at most sessions. Although we lost some members who were attending at the Quaker Meeting House, we welcomed several newcomers to the Sangha.

## **Structure and Governance**

Sheffield Insight Meditation is a CIO managed by a small group of trustees and other organisers who meet monthly, to plan and develop activities and oversee policy. Chairing and minute taking at meetings is rotated and decisions are recorded.

Anyone who attends our events, supports our values and wishes to further our aims may register as a 'supporter' ( member of the charity) on our website. There are no fees. Supporters receive notification of the AGM by email, may vote at general meetings and may stand as trustees.

In January 2024 Cath Parker and Josephine Curtin joined Sue Kay, Julian Briggs and Carol Abramson as trustees. Joanne Peck and Mary Ann Orme joined the organising group as non-trustee members. At the AGM of October 12, Sue Kay, Julian Briggs and Carol Abramson stepped down as trustees and James Souter joined the trustee group.

The charity also relies on the work of other volunteers who are not part of the organising group. In particular, Catherine Thompson continued to manage our accounts and Juliette Bland provided much of the support for on-line participation at retreats. We are very grateful to all those who facilitated meditation groups and helped on retreats. Such support is vital and we welcome all offers of help.

## **Administrative Information**

Sheffield Insight Meditation CIO. Charity number: 1183157

Postal address: The Circle, Rockingham Lane, Sheffield, S1 4FW

## Trustees

- Cath Parker 25/1/2024
- 
- Josephine Curtin 25/1/2024
- James Souter 12/10/2024
- Reina Lister 20/1/2025

## Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

Name	Signature	Date
Reina Lister	Reina Lister	28.09.2025
James Souter	James Souter	25.09.2025
Catherine Parker	Cath Parker	22.09.2025
Josephine Curtin	Josephine Curtin	25.09.2025

Income/Receipts	Governance/Admin	Teacher/CDL led retreats & courses	Peer groups	Unattributed	Total
<b>From charitable activities</b>					
Event booking fees		£3,804.00			£3,804.00
<b>Voluntary income</b>					
Donations			£444.00	£2.94	£446.94
Adjustment					
<b>Total Income</b>		<b>£3,804.00</b>	<b>£444.00</b>	<b>£2.94</b>	<b>£4,250.94</b>
<b>Expenditure</b>					
<b>Retreats/courses</b>					
Retreats/courses venue costs		£1,451.00			
Teacher/CDL expenses		£660.68			
Teacher/CDL fees		£450.00			
Eventbrite fees		£474.16			
Misc retreat costs (refs etc)		£78.06			
<b>Peer Practice Groups</b>					
Peer groups venue cost			£390.00		
Room cost peer group training					
Peer group misc. (pp/Z cost)			£8.73		
<b>Governance/Admin</b>					
Trustee meeting venue	£0.00				
Trustee training	£121.00				
AGM costs	£0.00				
Zoom annual fee	£155.88				
Insurance	£371.00				
Registered office contract	£96.00				
Website hosting	£80.00				
Website domain/SSL	£70.00				
Website maintenance	£40.00				
Miscellaneous	£30.00				
<b>Total Expenditure</b>	<b>£963.88</b>	<b>£3,113.90</b>	<b>£398.73</b>		<b>£4,476.51</b>
<b>Net movement of funds</b>	<b>-£963.88</b>	<b>£690.10</b>	<b>£45.27</b>	<b>£2.94</b>	<b>-£225.57</b>
Reconciliation of Funds					
Balance B/F at 1 Jan 2024	£6,512.44				
Balance C/F at 31 Dec 2024	£6,286.87				
<b>Balance sheet at 31 Dec 2024</b>					
<b>Tangible Fixed Assets</b>		£0.00			
<b>Current Assets</b>					
	Bank balance 31 Dec 24	£6,037.50			
	Paypal balance 31 Dec 24	£43.57			
	Total accounts 31 Dec 24	£6,081.07			
<b>Adjusted for</b>					
	Outstanding liabilities 2024 (NYR)	£380.00			
	Outstanding income 2024 NYR (net)	£585.80			
<b>Net adjusted assets</b>					
<b>Represented by</b>					
	Unrestricted Funds	£6,286.87			
	Restricted Funds				
<b>Total Funds</b>		<b>£6,286.87</b>			

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# Accounts

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## Events

Since our last AGM in October 2022 we have offered in-person and hybrid events. Online offerings also enable people to participate if they are feeling unwell or are otherwise constrained. The number of people choosing to attend online is small however. We restarted our regular Tuesday evening meditation sessions online but they were poorly attended, probably because many people felt they had attended sufficient online activities.

## Retreats

### **22-23 April: Ajahn Jutindharo**

In-person only

Venue: Whirlow Spirituality Centre

### **Sun 23 July: Julia Wallond**

In-person only

Venue: Whirlow Spirituality Centre

### **21-22 Oct 2023: Kirsten Kratz**

Due to storm Babek the teacher was unable to get to Sheffield despite Herculean efforts. So at short notice we arranged for her to Zoom in to the in-person retreat. This worked remarkably well. We may use this format in future.

### **New Year 28-30 Dec 2023: Ven Canda**

Hybrid at Sheffield Central Quaker Meeting House

## Courses

We ran one course this year which was well attended

- In-persons morning Saturday 6 May 2023
- + 6 online sessions on Thursday evenings 11 May - 15 June 2023

## Sangha Saturdays

We offered several Sangha Saturdays. These are opportunities for Sangha members to meet and share an afternoon of walking and sitting meditation and to listen to a recorded talk. They are facilitated by members of the Sangha – many thanks to those who offered this.

## Evening sitting group

We ran the sitting group monthly until Easter. Then we paused it due to low numbers and lack of facilitators.

## Structure and Governance

Sheffield Insight Meditation is a CIO managed by a group of trustees who meet monthly to plan and develop activities and oversee policy. Chairing and minute taking at meetings is rotated between trustees and decisions are recorded. Trustee meetings have been held online and in person since our last AGM. We usually have hybrid meetings because 1 trustee lives in West Yorkshire and others are sometimes away from home.

At the Annual General Meeting, on 4<sup>th</sup> November 2023, the existing trustees will continue and one is stepping down and one new trustee will be elected by 'supporters' (members of the charity). All trustees are volunteers and 'supporters'.

Anyone who attends our events, supports our values and wishes to further our aims may register as a 'supporter' (member of the charity) on our website. There are no fees. Supporters will receive notification of the AGM by email, may vote at general meetings and may stand as supporters.

The charity also relies on the work of volunteer organisers who are not trustees. We're very grateful to those who facilitated Sangha Saturdays and the sitting group and to Catherine who continued to manage the accounts and to Mary Ann who has taken over editing the newsletter. Such support is vital and we welcome all offers of help.

## Administrative Information

Sheffield Insight Meditation CIO. Charity number: 1183157

Postal address: The Circle, Rockingham Lane, Sheffield, S1 4FW

## Trustees

- Julian Briggs 25/9/2021-
- Carol Abramson 4/11/2023-
- Cath Parker 25/1/2024-
- Josephine Curtin 25/1/2024-

## Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

Name	Signature Position if any	Date
Julian Briggs	Julian Briggs Trustee	29 September 2024
Carol Abramson	Carol Abramson Trustee	1 October 2024
Catherine Parker	Cath Parker	3 October 2024
Josephine Curtin	Josephine Curtin	6 October 2024

<b>Income/Receipts</b>	<b>Governance/Admin</b>	<b>Teacher/CDL led retreats &amp; courses</b>	<b>Peer groups</b>	<b>Unattributed</b>	<b>Total</b>
<b>From charitable activities</b>					
Event booking fees		£4,569.00			£4,569.00
<b>Voluntary income</b>					
Donations		£151.00	£71.50	£124.77	£347.27
Adjustment				£5.69	£5.69
<b>Total Income</b>		<b>£4,720.00</b>	<b>£71.50</b>	<b>£130.46</b>	<b>£4,921.96</b>
<b>Expenditure</b>					
<b>Retreats/courses</b>					
Retreats/courses venue costs		£2,171.00			
Teacher/CDL expenses		£512.99			
Teacher/CDL fees		£600.00			
Eventbrite fees		£608.24			
Misc retreat costs		£62.56			
Zoom annual fee		£143.88			
<b>Peer Practice Groups</b>					
Peer groups venue cost			£180.00		
Room cost peer group training			£30.00		
Peer group misc.			£0.63		
<b>Governance/Admin</b>					
Trustee meeting venue					
Trustee exps (travel)					
AGM costs	£50.00				
Insurance	£336.00				
Registered office contract	£96.00				
Website hosting	£80.00				
Website domain/SSL	£70.00				
Website maintenance	£35.00				
room booking anomaly	£90.00				
Miscellaneous	£7.99				

<b>Total Expenditure</b>	<b>£764.99</b>	<b>£4,098.67</b>	<b>£210.63</b>		<b>£5,074.29</b>
<b>Net movement of funds</b>	<b>-£764.99</b>	<b>£621.33</b>	<b>-£139.13</b>	<b>£130.46</b>	<b>-£152.33</b>
Reconciliation of Funds					
Balance B/F at 1 Jan 2023	£6,664.77				
Balance C/F at 31 Dec 2023	£6,512.44				

**Balance sheet at 31 Dec 2023**

<b>Tangible Fixed Assets</b>		£0.00
<b>Current Assets</b>		
	Bank balance 31 Dec 23	£5,840.24
	Paypal balance 31 Dec 23	£48.10
	Total accounts 31 Dec 23	£5,888.34
<b>Adjusted for</b>		
	Outstanding liabilities 2023	£1,720.87
	Outstanding income 2023 NYR (net)	£2,344.97
<b>Net adjusted assets</b>		<b>£6,512.44</b>
<b>Represented by</b>		
	Unrestricted Funds	<b>£6,512.44</b>
	Restricted Funds	<b>£0.00</b>
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**SHEFFIELD INSIGHT MEDITATION**

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# Accounts

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# Sheffield Insight Meditation

## *Annual Report 2022*

1 Jan - 31 Dec 2022

Submitted to the Charity Commission: 30 October 2023

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## Events

Since our last AGM in September 2021 we have been delighted to begin offering in person events after being limited to online offerings because of the pandemic restrictions. Whilst many people welcomed the return to face to face events we are aware that some people remain frightened of such contact and so some events have been hybrid – available online via zoom as well as in person. Online offerings also enable people to participate if they are feeling unwell or are otherwise constrained. The number of people choosing to attend online is small however. We restarted our regular Tuesday evening meditation sessions online but they were poorly attended, probably because many people felt they had attended sufficient online activities. We were able to begin offering these in person from June and these evenings are now well attended and attracting some new participants. We were not able to book the city centre venue we used before the pandemic so have offered these from Shirley House, Psalter Lane. We are not aware that this change of location has affected attendance. We have offered 4 weekend retreats and 4 Sangha Saturdays which have included some meditative walks. Unfortunately our 3 day non residential new year retreat had to be cancelled at short notice due to teacher ill health.

## Retreats

### **26-27 March 2022**

2 day non residential retreat 'Liberating perceptions of the body' with Kirsten Kratz (online option)

### **18-19 June 2022**

2 day non residential retreat 'Ease in practice' with Ajahn Jutindharo

### **3-4 Sept 2022**

2 day non residential retreat 'A path of wisdom and love' with Zohar Lavie (online option)

### **29-31 Dec 2022**

New Year retreat.

Attendees

- ~30 in person
- ~70 on-line

Very positive feedback from retreatants despite some issues with the Zoom sound.

## **Courses**

We ran one course this year which was well attended

## **Meditation Walks**

No meditative walks this year.

## **Sangha Saturdays**

We offered several Sangha Saturdays. These are opportunities for Sangha members to meet and share an afternoon of walking and sitting meditation and to listen to a recorded talk. They are facilitated by members of the Sangha – many thanks to those who offered this.

## **Evening sitting group**

We changed the format of the group and just offer one meeting which includes sitting and walking meditation practice. These are sangha led and we thank all those who contribute. These evenings have become well attended events now they are in person.

## **Structure and Governance**

Sheffield Insight Meditation is a CIO managed by a group of trustees who meet monthly to plan and develop activities and oversee policy. Chairing and minute taking at meetings is rotated between trustees and decisions are recorded. Trustee meetings have been held online and in person since our last AGM. We usually have hybrid meetings because 1 trustee lives in West Yorkshire and others are sometimes away from home.

At the third Annual General Meeting, on 15<sup>th</sup> October 2022, the 4 existing trustees will continue and new trustees will be elected by 'supporters' (members of the charity). All trustees are volunteers and 'supporters'.

Anyone who attends our events, supports our values and wishes to further our aims may register as a 'supporter' ( member of the charity) on our website. There are no fees. Supporters will receive notification of the AGM by email, may vote at general meetings and may stand as supporters.

The charity also relies on the work of volunteer organisers who are not trustees. We're very grateful to those who facilitated Sangha Saturdays and the sitting group and to Catherine who continued to manage the accounts and to Mary Ann who has taken over editing the newsletter. Such support is vital and we welcome all offers of help.

## **Administrative Information**

Sheffield Insight Meditation CIO

Charity number: 1183157

Postal address: The Circle, Rockingham Lane, Sheffield, S1 4FW

## Trustees

Julian Briggs 25/9/2021-

Sue Kay 25/9/2021-

Katy Fox-Hodess 25/9/2021 -

## Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

Name	Signature Position if any	Date
Julian Briggs	Julian Briggs Trustee	26 Oct 2023
Katy Fox-Hodess	Katy Fox-Hodess Trustee	26 Oct 2023
Sue Kay	Sue Kay Trustee	26 Oct 2023

<b>Income/Receipts</b>	<b>Governance/Admin</b>	<b>Teacher/CDL led retreats and courses</b>	<b>Peer groups</b>	<b>Total</b>
From charitable activities				
Event booking fees		£5,416.56		£5,416.56
Donations	£142.00		£262.25	£404.25
Voluntary income				£0.00
Investment income				£0.00
<b>Total Income</b>	<b>£142.00</b>	<b>£5,416.56</b>	<b>£262.25</b>	<b>£5,820.81</b>

<b>Expenditure</b>				
<b>Retreats/courses</b>				
Retreats/courses venue costs		£1,933.00		£1,933.00
Teacher/CDL expenses		£441.66		£441.66
Teacher/CDL fees		£200.00		£200.00
Eventbrite fees		£612.55		£612.55
Misc retreat costs		£254.50		£254.50
Zoom annual fee	£143.88			£143.88
<b>Peer Practice Groups</b>				£0.00
Peer groups venue cost			£336.00	£336.00
Peer group misc.			£2.17	£2.17
<b>Governance/Admin</b>				
Trustee meeting venue	£0.00			£0.00
Trustee exps (travel)	£0.00			£0.00
AGM costs	£46.05			£46.05
Insurance	£336.00			£336.00
Registered office contract	£72.00			£72.00
Website hosting	£80.00			£80.00
Website domain/SSL	£70.00			£70.00
Website maintenance	£45.00			£45.00
NBO membership	£35.00			£35.00

<b>Income/Receipts</b>	<b>Governance/Admin</b>	<b>Teacher/CDL led retreats and courses</b>	<b>Peer groups</b>	<b>Total</b>
Miscellaneous	£78.70			£78.70
<b>Total Expenditure</b>	<b>£906.63</b>	<b>£3,441.71</b>	<b>£338.17</b>	<b>£4,686.51</b>
<b>Net movement of funds</b>	<b>-£764.63</b>	<b>£1,974.85</b>	<b>-£75.92</b>	<b>£1,134.30</b>

## Reconciliation of Funds

Balance B/F at 1 Jan 2022	£5,530.47
Balance C/F at 31 Dec 2022	£6,664.77 (adjusted see below)

## Balance sheet at 31 December 2022

Tangible Fixed Assets		£0.00
Current Assets		
	Bank balance 31 Dec 22	£4,848.34
	Paypal balance 31 Dec 22	£105.97
	<b>Total accounts 31 Dec 22</b>	<b>£4,954.31</b>
Adjusted for		
	Outstanding liabilities 2022	-£1,929.54
	Outstanding income 2022 NYR	£3,640.00
<b>Net adjusted assets</b>		<b>£6,664.77</b>
<b>Represented by</b>		
	in	£6,664.77
	Restricted Funds	£0.00
<b>Total Funds</b>		<b>£6,664.77</b>

**SHEFFIELD INSIGHT MEDITATION**

England & Wales - Charity number 1183157

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# Accounts

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# Annual Report 2021

## *Sheffield Insight Meditation.*

1 Jan - 31 Dec 2021

## Background Information

This is our third annual report as a Charitable Incorporated Organisation in which we set out our charitable objectives and our activities to promote those objectives for public benefit.

Sheffield Insight Meditation began in 2006, established by a small group of people who had attended retreats at Gaia House retreat centre in Devon and wanted to continue meditating with others in the Insight Meditation tradition. SIM has expanded over the years to offer a range of retreats, meditation groups, short courses, and social events and we now have over 500 people on our mailing list. In April 2019 we became a registered Charitable Incorporated Organisation.

## Our Aims and Values

Insight Meditation, also known as Vipassana (literally translated as 'seeing deeply or clearly') began in the Theravada (South East Asian) schools of Buddhism in the early 20th century, and sought to reconnect with the teachings of early Buddhism. Sheffield Insight Meditation has close links with Gaia House meditation Centre, and draws inspiration from the wide range of teachings in the worldwide Insight Meditation community.

Although several of us practise at Gaia House, some of us also practise in traditions such as Tibetan and Zen Buddhism, Quakerism, and the secular mindfulness approach. Some of us consider ourselves 'Buddhists', some not. We aim to offer a practical and accessible opportunity to develop and directly experience freedom, compassion and wisdom, in ways that take account of our psychology and embodiment as human beings. You do not need to have any particular beliefs or think of yourself as a Buddhist to attend our events.

We welcome all, irrespective of religious or political beliefs, race, ethnicity, sex, social background, age, sexual orientation or disability. We do not seek to convert others or to discriminate against those who hold differing views. Our retreats and groups are open to anyone, irrespective of means. We have offered a sliding scale for events including a 'freely given' option. We operate on a not-for-profit basis. Our events are organised by a team of volunteers and we warmly welcome all contributions of time and service, however small.

As a Sangha (community of practitioners) we are committed to building and supporting community, through developing our understanding and practice of ethical living, interconnection, and compassion for ourselves, others and the world we live in. As part of compassionate action we seek to engage with the challenge of climate change, and the many forms of social and economic injustice. We seek to support each other in rooting the Dharma (teachings of the Buddhist tradition)

in our daily lives, in ways that are accessible and relevant for the 21st century, and are for the benefit of all.

## Our Charitable Objective

'To advance the education of the public in the subject of meditation and the teachings of the Buddha, in particular but not exclusively by supporting and encouraging the study and practice of Buddhist Meditation (also known as Vipassana meditative practice) for the public benefit, in particular, but not exclusively, for the benefit of people of Sheffield and surrounding areas.'

## Our Activities

We offer a range of activities to support meditation practice: day and weekend retreats, regular sitting groups, and courses. Our regular groups and practice days are led by volunteers from within our community and our retreats are led by teachers associated with Gaia House Retreat Centre. These are reputable, trained, highly experienced teachers who commit to a code of ethics.

When planning and carrying out our activities we have considered the Charity Commission's guidance on public benefit. We provide a range of activities through which education in meditation and Buddhist teaching for people with different levels of experience can take place. We endeavour to make our activities as accessible and welcoming as possible, paying attention to physical ability, income level, flexibility of time and place, and participant welfare and safety. We have a formal safeguarding policy with a named responsible person who has undergone training.

All our venues are wheelchair accessible and on public transport routes. We take steps to support participants' mental health: we plan carefully with teachers before events making sure that participants know what to expect, and during events volunteers are available to give individual support in consultation with the teacher. We have a sliding scale for teacher-led events including a 'freely given' option. Fees contribute to our running costs; the teaching is given freely and participants are invited to give donations of their own choosing to the teacher. Our volunteer-led events are offered for voluntary donation. We publicise our events widely with a bi-monthly newsletter, social media updates and our website.

## Events

Since our last AGM in September 2021 we have been delighted to begin offering in person events after being limited to online offerings because of the pandemic restrictions. Whilst many people welcomed the return to face to face events we are aware that some people remain concerned about such contact and so some events have been hybrid – available online via zoom as well as in person.

Online offerings also enable people to participate if they are feeling unwell or are otherwise constrained. The number of people choosing to attend online is small however.

We paused the online fortnightly evening sitting group in Spring 2021 as numbers had fallen. We hope to resume in due course.

## **Retreats**

### **24 April 2021**

A Holiday for the Heart with Catherine McGee. Shared with Oxford Insight . Online

### **22 May 2021**

Compassion and Allyship with Esther Slattery and River Wolton. Online

### **23-24 Oct 2021**

2 day non residential retreat, meditation and qigong 'Wisdom right where you are' with Jaya Rudgard (online option)

### **29-31 Dec 2021 New Year Retreat**

Sadly we had to cancel this retreat at short notice as the teacher was unwell it and we were unable to find a replacement.

## **Courses**

### **January 2021**

We offered a 6 week online course led by Kareem Ghandour and River Wolton, Cultivating Joy in Difficult Times.

## **Meditative Walks**

### **July 2021**

We had our first in-person event – a picnic lunch and meditative walk in Whirlow Park.

## **Sangha Saturdays**

These are opportunities to meet and share an afternoon of walking and sitting meditation and to listen to a recorded talk. They are facilitated by Sheffield Insight Meditation helpers – many thanks to those who offered this.

We offered 2 Sangha Saturdays.

## **Evening sitting group**

We paused the online fortnightly evening sitting group in Spring 2021 as numbers had fallen. We hope to resume in due course.

## **Structure and Governance**

Sheffield Insight Meditation is a CIO managed by a group of trustees who meet monthly to plan and develop activities and oversee policy. Chairing and minute taking at meetings is rotated between trustees and decisions are recorded. Trustee meetings have been held online and in

person since the AGM in 2020. We usually have hybrid meetings because 1 trustee lives in West Yorkshire and others are sometimes away from home. Simon took over financial oversight from Catherine at the 2020 AGM although Catherine has continued to manage the accounts.

At the 2021 AGM (Sep 2021) 2 new trustees were elected.

Anyone who attends our events, supports our values and wishes to further our aims may register as a 'supporter' ( member of the charity) on our website. There are no fees. Supporters will receive notification of the AGM by email, may vote at general meetings and may stand as supporters.

The charity also relies on the work of volunteer organisers who are not trustees. We're very grateful to those who facilitated Sangha Saturdays and the sitting group and to Catherine who continued to manage the accounts and to Mary Ann who has taken over editing the newsletter. Such support is vital and we welcome all offers of help.

## Administrative Information

Sheffield Insight Meditation CIO

Charity number: 1183157

Postal address: The Circle, Rockingham Lane, Sheffield, S1 4FW

## Trustees

Simon Atkins            25/9/2021 -15/10/2022

Julian Briggs            25/9/2021-15/10/2022

Sue Kay                 25/9/2021-15/10/2022

Katy Fox-Hodess        25/9/2021 -15/10/2022

## Declaration

The trustees declare that they have approved the trustees' report above. Signed on behalf of the charity's trustees:

Name	Signature Position if any	Date
Julian Briggs	Julian Briggs Trustee	30/09/22
Katy Fox-Hodess	Katy Fox-Hodess Trustee	30/09/22
Simon Atkins	Simon Atkins Trustee	30/09/22
Sue Kay	Sue Kay Trustee	30/09/22

Income/Receipts	Governance/Admin	Teacher/CDL led retreats and courses	Peer groups	Total
<b>From charitable activities</b>				
Event booking fees		£1,513.50		£1,513.50
<b>Voluntary income</b>				
Donations		£52.51	£0.00	£52.51
<b>Investment income</b>				
<b>Total Income</b>	<b>£0.00</b>	<b>£1,566.01</b>	<b>£0.00</b>	<b>£1,566.01</b>
<b>Expenditure</b>				
<b>Retreats/courses</b>				
Retreats/courses venue costs		£344.00		
Zoom annual fee		£123.30		
Teacher/CDL expense		£162.33		
Teacher fees		£400.00		
Eventbrite fees		£152.46		
Misc retreat costs		£207.88		
Paypal fees		£1.01		
<b>Peer Practice Groups</b>				
Peer groups venue cost			£0.00	
Peer group misc.			£0.00	
<b>Governance/Admin</b>				
Trustee meeting venue	£0.00			
Trustee exps (travel)	£0.00			
Insurance	£336.00			
Registered office contract	£72.00			
Website hosting	£80.00			
Website domain/SSL	£70.00			
Training	£0.00			
AGM expenses	£76.80			
Miscellaneous	£4.59			
<b>Total Expenditure</b>	<b>£639.39</b>	<b>£1,390.98</b>	<b>£0.00</b>	<b>£2,030.37</b>
<b>Net movement of funds</b>	<b>-£639.39</b>	<b>£175.03</b>	<b>£0.00</b>	<b>-£464.36</b>
Reconciliation of Funds				
Balance B/F at 1 Jan 2021	£5,994.83			
Balance C/F at 31 Dec 2021	£5,530.47			

**Balance sheet at 31 December 2021**

<b>Tangible Fixed Assets</b>		<b>£0.00</b>
<b>Current Assets</b>		
	Cash at bank 31 December 2020	<b>£5,479.46</b>
	Balance paypal acc 31 Dec 2021	<b>£51.01</b>
<b>Net assets</b>		<b>£5,530.47</b>
<b>Represented by</b>		
	Unrestricted Funds	<b>£5,530.47</b>
	Restricted Funds	<b>£0.00</b>
<b>Total Funds</b>		<b>£5,530.47</b>

**SHEFFIELD INSIGHT MEDITATION**

England & Wales - Charity number 1183157

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# Accounts

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## **Sheffield Insight Meditation.**

### **Annual Report 1.1.20 – 25.9.2021**

This is our second annual report as a Charitable Incorporated Organisation in which we set out our charitable objectives and our activities to promote those objectives for public benefit.

#### Background Information

Sheffield Insight Meditation began life in 2006, established by a small group of people who had attended retreats at Gaia House retreat centre in Devon and wanted to continue meditating with others in the Insight Meditation tradition. SIM has expanded over the years to offer a range of retreats, meditation groups, short courses, and social events and we now have over 500 people on our mailing list. In April 2019 we became a registered Charitable Incorporated Organisation.

#### Our Aims and Values

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social background, age, sexual orientation or disability. We do not seek to convert others or to discriminate against those who hold differing views. Our retreats and groups are open to anyone, irrespective of means. We have offered a sliding scale for events including a 'freely given' option. We operate on a not-for-profit basis. Our events are organised by a team of volunteers and we warmly welcome all contributions of time and service, however small.

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### Our Charitable Objective

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### Our Activities

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When planning and carrying out our activities we have considered the Charity Commission's guidance on public benefit. We provide a range of activities through which education in meditation and Buddhist teaching for people with different levels of experience can take place. We endeavour to make our activities as accessible and welcoming as possible, paying attention to physical ability, income

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## Events

Our events since the beginning of 2020 were of course very much influenced by the demands of the pandemic. We started, as usual, with our fortnightly sitting group, a well attended course which picked up on themes from the New Year retreat, a day retreat in February and Sangha Saturday in January, but all events after that were online. Managing events over Zoom was at first a challenge but we gradually became more technically confident and this transition went smoothly. We were able to keep all our regular events going. We invited back teachers who knew us well and who were helpful in addressing the demands of lock-down in their teaching, and who replicated, as far as possible, the retreat structure we are familiar with. We also made available on our website a list of related helpful resources.

Although many of us missed meeting each other in person and being online did not suit everyone, there were some advantages. Numbers were not limited by the size of venues, many people found attending in their own homes more convenient and people were able to attend from a wider geographical area – sometimes from across the world! We were able to run smaller events – at the sitting group and Sangha Saturdays - which connected a handful of people in a very companionable

way, and larger events – the new year retreat drew in more than 100 people each day. Sangha members expressed their appreciation for these online offerings:

*‘Much needed gentle focus on compassion at this difficult time’*

*‘Lovely to be amongst everyone even if only able to do so virtually’*

*‘Very appreciative that this format is offered’*

*‘Zoom is great in that it allows those of us not in Sheffield to more easily take part.’*

*‘This was my first on line retreat. It was good to have the 'routine' of doing the New Year retreat. ’*

## Retreats

29 February 2020. Peace in Ourselves, Peace in the World with River Wolton

25 April 2020. Living an Embodied Life with Jaya Rudgard.

5 September 2020. Waking the Heart Embracing the World with Zohar Lavie.

14 November 2020. Embodying Compassion with Jake Dartington.

29, 30 31 December 2020. New Year Retreat with Venerable Canda.

24 April 2021 A Holiday for the Heart with Catherine McGee. Shared with Oxford Insight

22 May 2021. Compassion and Allyship with Esther Slattery and River Wolton.

*‘The talk at the beginning from River cemented the theme, giving great suggestions to reflect on throughout the day.’*

*‘Jaya’s calm, relaxed, warm, friendly and encouraging presence. The wisdom of her talks.’*

*‘Jake seems to sum things up so well and doesn’t overcomplicate and references to theories’*

*‘The immense care and kindness from the organizers and in particular by Ven. Canda were simply amazing! The great teachings were very inspiring and down to earth, very easy to relate to daily life and practice, yet profound.’*

## Courses

We provided two courses during 2020 both facilitated by River Wolton and supported by another trustee. Both were planned as 3 weekly evening sessions followed by a Saturday morning. The second was completed online.

Tending Joy. January and February 2020

Sustainable Compassion. March 2021

In January 2021 we offered a 6 week online course led by Kareem Ghandour and River Wolton, Cultivating Joy in Difficult Times.

*'A great way to encourage us to practice, to engage with other people during lockdown, and practical suggestions to cultivate Joy. I especially enjoyed the guided meditations, particularly on the last evening.'*

*'I enjoyed the human warmth and sense of inclusion by the leaders.'*

## Outdoor Events

In July 2021 we had our first in-person event – a picnic lunch and meditative walk in Whirlow Park.

## Fortnightly sitting groups

Our fortnightly sitting groups continued moving online in March. Many thanks to Julian and Gen for facilitating. We continued to offer two sessions: the earlier one for beginners with guided meditation and the later one for those with some experience which also includes discussion of a text or short talk. Texts discussed included 'Unseating the Inner Tyrant' Ajahn Sucitto and 'The 5 Mindfulness Trainings' Thich Nhat Hahn. The sitting groups have been paused since the spring 2021 as numbers became very low.

## Sangha Saturdays

We ran Sangha Saturdays in January, May, April, July and October 2020 and March 2021. These are opportunities for Sangha members to meet and share an afternoon of walking and sitting meditation and to listen to a recorded talk. They are facilitated by members of the Sangha – many thanks to those who offered this, especially Catherine and Lesley.

## Structures and Governance

Sheffield Insight Meditation is a CIO managed by a group of trustees who meet monthly to plan and develop activities and oversee policy. Chairing and minute taking at meetings is rotated between trustees and decisions are recorded. Trustee meetings have been held online since March 2020. Simon took over financial oversight from Catherine at the 2020 AGM but Catherine has continued to manage the accounts. At the second Annual General Meeting, on 25 September 2021, 2 existing trustees will stand down, 3 will continue and new trustees will be elected by 'supporters' (members of the charity). All trustees are volunteers and 'supporters'.

Anyone who attends our events, supports our values and wishes to further our aims may register as a 'supporter' (member of the charity) on our website. There are no fees. Supporters will receive notification of the AGM by email, may vote at general meetings and may stand as supporters.

The charity also relies on the work of volunteer organisers who are not trustees. During 2020 there was less opportunity for volunteer organisers to contribute but we're very grateful to those who facilitated Sangha Saturdays and the sitting group and to Catherine who continued to manage the accounts. As we open up to in-person events this support will be even more vital and we welcome all offers of help.

## Administrative Information

Sheffield Insight Meditation CIO

Charity number: 1183157

Postal address: The Circle, Rockingham Lane, Sheffield, S1 4FW

Trustees:

Simon Atkins 20/6/2020 - 25/9/2021

Sara Bartlett- Brown 20/6/2020 - 25/9/2021

Julian Briggs 20/6/2020 - 25/9/2021

Sue Kay 20/6/2020 - 25/9/2021

Mary Ann Orme 20/6/2020 - 25/9/2021

Declaration

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

Signed on behalf of the charity's trustees:

Name	Signature	Position if any	Date
Julian Briggs	Julian Briggs	Trustee	9/09/21

Mary Ann Orme	Mary Ann Orme	Trustee	9/09/21
Simon Atkins	Simon Atkins	Trustee	9/09/21
Sara Bartlett Brown	Sara Bartlett Brown	Trustee	9/09/21
Sue Kay	Sue Kay	Trustee	9/09/21

<b>Income/Receipts</b>	<b>Governance/Admin</b>	<b>Teacher/CDL led retreats and courses</b>	<b>Peer groups</b>	<b>Total</b>
<b>From charitable activities</b>				
Event booking fees		£3,907.81		£3,907.81
<b>Voluntary income</b>				
Donations			£213.63	£213.63
<b>Investment income</b>				
<b>Total Income</b>		<b>£3,907.81</b>	<b>£213.63</b>	<b>£4,121.44</b>
<b>Expenditure</b>				
<b>Retreats/courses</b>				
Retreats/courses venue costs		£470.00		
Zoom annual fee		£143.21		
Teacher/CDL costs		£65.89		
Eventbrite fees		£175.33		
Misc retreat costs		£79.71		
<b>Peer Practice Groups</b>				
Peer groups venue cost			£235.00	
Peer group misc.			£10.70	
<b>Governance/Admin</b>				
Trustee meeting venue	£54.00			
Trustee exps (travel)	£7.69			
Insurance	£336.00			
Registered office contract	N/A			
Website hosting	£160.00			
Website domain/SSL	£70.00			
Training	£93.40			
New website development	£790.00			
Miscellaneous	£114.97			
<b>Total Expenditure</b>	<b>£1,626.06</b>	<b>£934.14</b>	<b>£245.70</b>	<b>£2,805.90</b>

<b>Net movement of funds</b>	<b>-£1,626.06</b>	<b>£2,973.67</b>	<b>-£32.07</b>	<b>£1,315.54</b>
Reconciliation of Funds				
Balance B/F at 1 Jan 2020	£4,679.29			
Balance C/F at 31 Dec 2020	£5,994.83	(adjusted see below)		

**Balance sheet at 31 December 2020**

<b>Tangible Fixed Assets</b>		<b>£0.00</b>
<b>Current Assets</b>		
	Cash at bank 31 Decem	<b>£3,911.57</b>
<b>Adjusted for</b>		
	Outstanding liabilities 20:	-£38.71
	Outstanding net income :	£2,117.27
	Duplicate expense pd in	£4.70
<b>Net adjusted assets</b>		<b>£5,994.83</b>
<b>Represented by</b>		
	Unrestricted Funds	<b>£5,994.83</b>
	Restricted Funds	<b>£0.00</b>
<b>Total Funds</b>		<b>£5,994.83</b>