

Sheffield Insight Meditation

Annual Report 2022

1 Jan - 31 Dec 2022

Submitted to the Charity Commission: 30 October 2023

[Background Information](#)

[Our Aims and Values](#)

[Our Charitable Objective](#)

[Our Activities](#)

[Events](#)

[Retreats](#)

[26-27 March 2022](#)

[18-19 June 2022](#)

[3-4 Sept 2022](#)

[29-31 Dec 2022](#)

[Courses](#)

[Meditation Walks](#)

[Sangha Saturdays](#)

[Evening sitting group](#)

[Structure and Governance](#)

[Administrative Information](#)

[Trustees](#)

[Declaration](#)

Background Information

This is our fourth 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 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 15th 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 |

| Income/Receipts | Governance/Admin | Teacher/CDL led retreats and courses | Peer groups | Total |
|----------------------------|-------------------------|---|--------------------|------------------|
| 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 |
| Total Income | £142.00 | £5,416.56 | £262.25 | £5,820.81 |

| | | | | |
|------------------------------|---------|-----------|---------|-----------|
| Expenditure | | | | |
| Retreats/courses | | | | |
| 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 |
| Peer Practice Groups | | | | £0.00 |
| Peer groups venue cost | | | £336.00 | £336.00 |
| Peer group misc. | | | £2.17 | £2.17 |
| Governance/Admin | | | | |
| 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 |

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

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 |
| | Total accounts 31 Dec 22 | £4,954.31 |
| Adjusted for | | |
| | Outstanding liabilities 2022 | -£1,929.54 |
| | Outstanding income 2022 NYR | £3,640.00 |
| Net adjusted assets | | £6,664.77 |
| Represented by | | |
| | in | £6,664.77 |
| | Restricted Funds | £0.00 |
| Total Funds | | £6,664.77 |