

BIRMINGHAM BUDDHIST CENTRE TRUSTEES' ANNUAL REPORT 2022/2023

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The Trustees present their report and independently examined financial statements for the year ended 31st May 2023. These have been prepared in the light of the Statement of Recommended Practice - Accounting and Reporting by Charities and the Charities Acts.

REFERENCE AND ADMINISTRATIVE DETAILS

All information given was correct at 31st May 2023.

Charity Name: Birmingham Buddhist Centre

Registered Charity Number: 516568

Address: 11 Park Road, Moseley, Birmingham B13 8AB

Trustees of the charity:

Maitrisara (Philippa Bobbett) Chair

Shuddhakirti (Neal Greenwood), Treasurer

Pasannamati (Pasannamati Frances Neal), Secretary

Singhamati (Singhamati Hannah)

Dharmashura (Alan Sabatini)

Prajnabandhu (Clive Simpson)

Dharmashalin (William Sullivan)

Bankers:

The Charity has a current account with:

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

The charity also has a savings account with:

Scottish Widows, PO Box 12757, 67 Morrison Street, Edinburgh, EH3 8YJ

Skipton Building Society, The Bailey, Skipton, North Yorkshire, BD23 1DN

Independent Examiner: Satyapara (Annemie Philips), ACCA.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity is run as an unincorporated association and its constitution sets out its aims and objects, as well as the rules governing the way it is run.

A council of trustees is responsible for overseeing the affairs of the charity and setting the direction for its development. The constitution specifies that there should be no fewer than five and not more than ten members of the council. The council meets approximately four to six times per year. The Trustees delegate the day-to-day running of the charity to the members of the Centre team.

Recruitment and appointment of trustees

The trustees are elected each year at the Annual General Meeting by the members of the charity. Other trustees may be co-opted by the Council during the year. New trustees are invited through discussion between existing trustees, to ensure that they are in harmony with the aims of the charity. In practice this means that trustees are selected from the pool of ordained Buddhists within Birmingham. Prior to their appointment, the new trustee's eligibility will be checked according to the guidance of the Charity Commission and they will be asked to complete a declaration confirming that they are not disqualified from acting as a charity trustee.

The trustees are aware of the Charity Commission's guidance on public benefit.

Induction and training of trustees

On their appointment, the new trustee is given a copy of the constitution, the latest annual accounts and copies of the policies agreed previously by the trustees. An induction by the Chair of the trustees is also available. The new trustee is also provided with the Charity Commission guidance: **The Essential Trustee - What you need to know and what you need to do.**

OBJECTIVES, ACTIVITIES AND ACHIEVEMENTS

Principal purpose of the charity

The principal object of the charity continues to be the advancement of the Buddhist religion, according to its constitution. This includes encouraging people to live in accordance with the Buddha's teachings, supporting ordained Buddhists (at the council's discretion), and maintaining close links with the Triratna Buddhist Order.

The charity functions as part of a network of independent Buddhist charities, known collectively as the Triratna Buddhist Community, which are run by members of the Triratna Buddhist Order. The charity works to promote Buddhism in the West Midlands by providing a full programme of classes, courses, festivals, ceremonies and retreats. The teachings of the Buddha are offered freely to anyone who is interested. Donations are encouraged at events but not insisted upon, the principle being: 'Give what you can, take what you need.'

Main activities, undertaken to further the purpose and for public benefit, and our achievements

In October 2022, the Team, trustees and President of the Buddhist Centre met to review the work of the Charity.

We created a map of our work which was summarised under the following headings:

1. Contributing to wider community wellbeing
2. Sharing the Dharma (the Buddha's teaching) in an accessible and relevant way
3. Building Sangha (spiritual community and support) including volunteer engagement and intergenerational interaction
4. Deeply transforming lives, specifically leading to gaining insight
5. Sharing the Dharma in ways that are capable of responding to the world
6. Actively encouraging diversity of all kinds
7. Promotion the vision of a dana (gift- or generosity-based) economy

Providing for the public: teachings, community, wellbeing

All our events are run on a donation basis.

We ran 19 six-week courses open to the public aiming to introduce people to basic Buddhist teachings and meditation.

This reached a total of 268 people at introductory level and 84 at post-introductory level.

We ran 49 drop-in evening sessions with a programme of talks, workshops, ceremonies and discussions about Buddhism and meditation.

We ran three meditation day-events for newcomers.

We also ran weekly meditation mornings, two online classes per week and monthly weekend men's and women's mornings.

We also ran four very well-attended residential events, three mixed events in Herefordshire and one in Shropshire for women specifically. One of the events was a week in length, the rest weekends.

The Buddhist Centre continues to run groups open to the public for young people and people of colour, both on a monthly basis.

Many other public events took place during the year, including five festival days, two walks (with stories along the way) five harmony singing evenings and an art day aimed at families. We opened our gardens and provided refreshments for the annual Moseley in Bloom open gardens scheme.

Facilities at the Buddhist Centre

Our building in South Birmingham is a peaceful space with numerous rooms and a well-tended large garden. When we are not using the rooms ourselves, we let them out for a wide range of wellbeing activities including art therapy, sound baths, yoga and counselling.

Carers wellbeing

Commissioned by Forward Carers, we provided day breaks and weekly bodywork session in both Tai Chi and yoga and mental wellbeing group work for unpaid carers (of any faith and none). During the year, we ran a project funded by Awards for All (National Lottery Community Fund), a very successful programme to recruit, train and involve six carer mentors. In March 2023 we signed a multi-year contract to continue to provide these activities, plus residential breaks for carers.

Hospital wellbeing

Mahasiddhi was chaplain at Queen Elizabeth hospital until May 2023 (when he stepped down from that role) and was available to patients and staff both Buddhist and non-Buddhist.

Providing for needs of Buddhists in Birmingham

21 people became mitras during the year. This is a step people take when they want to express publicly that they are following the Buddhist teachings and practising the ethical principles of Buddhism within the context of Triratna, the Buddhist tradition to which we belong. Six study groups are provided for mitras to enable them to build on their understanding, deepen their practice and strengthen their friendships and connections.

Two members of our community were ordained this year. Toby became Abhayadhara in September 2022 during a retreat in Spain and David became Danabandhu in May 2023 in a ceremony that took place at the Birmingham Buddhist Centre with well over 100 people in attendance.

We felt privileged to host the funeral of our friend Moksacitta who had many friends in our community and whom many of us had known for 25 years.

Several events took place to support the ordination training of the 34 mitras who are training for ordination within our community. Two men and six women asked for ordination during the year.

Volunteers

The Centre team is supported by dozens of volunteers who help in many wide-ranging ways. Nearly 30 people help with leading groups, classes and courses. 25 more support the classes and hold small discussion groups which are very much appreciated. There are also teams for cleaning, gardening and hosting special events. The Trustees wish to express their thanks to all who participate in this way.

Supporting other charities

We collected food donations for the local food bank and clothes for the homeless charity in Birmingham SIFA Fireside - where some of the members of our community also volunteer.

We also raised money for an appeal by Tiratanaloka, another charity within our spiritual community, based currently in Wales, in their efforts to buy a new property which will help them accommodate more women training for ordination, which is their purpose.

We also donated to the Triratna European Chairs Assembly for provision of support and networking with other similar charities.

Finally

The trustees wish to thank the talented and committed Centre team for all their work over the year.

FINANCIAL REVIEW

For practical purposes our finances fall into three categories: Buddhist Centre, Residential Properties and Carers Wellbeing Project. Each made an important contribution to the combined presentation of our Annual Accounts which give an overall picture of the charity's financial position - a surplus of £30,008 for the year, which is a slight improvement on the previous year.

It was a reasonably successful year for the Buddhist Centre itself, with income around 15% over budget and expenditure just 1% over budget, resulting in a modest surplus. This is remarkable considering the impact of inflation and higher energy bills and largely attributable to the improvement in attendance at our classes and retreats and in income from renting out rooms for which we have no immediate need.

Income and expenditure from residential properties were both around their budgeted figures, resulting in a modest surplus which we applied to the property refurbishment and loan repayment reserve. There are significant works in the pipeline, but we are confident that the reserve is sufficient to cover them and occupancy levels remain good.

Our long-established Carers Wellbeing Project continued to cover its costs and make a helpful contribution to the charity's overheads.

ACCOUNTING AND REPORTING BY CHARITIES

Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for the year that give a true and fair view of the state of affairs of the charity, the incoming resources for the year and the application of resources for that period. In preparing those financial statements the trustees are required to:

- * select suitable accounting policies and apply them consistently;
- * make judgements and estimates that are reasonable and prudent;
- * state whether applicable accounting standards 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 on that basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable it to ensure that the financial statements comply with applicable standards and the Charities Acts. 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, as well as exercising proper financial control.

Risk Management

The trustees have a duty to identify the risks to which the charity is exposed, and to ensure appropriate controls are in place to provide reasonable assurance against the negative consequences of those risks.

The trustees continue to consider risks, their likely impact, an estimation of the likelihood of each risk, measures that have been taken to avoid exposure to the risk, and those responsible for doing this. These risks are reviewed on a regular basis.

Insurances are in place and regularly reviewed to ensure they meet our needs. We keep our policies on Financial Management, Health and Safety, Safer Recruitment and Safeguarding up to date. We have access to the Triratna Safeguarding Officer and we are members of the safeguarding advisory body for faith groups, Thirtyone:Eight. Training is provided in those policy areas plus other relevant areas, such as Mental Health First Aid.

Policy on Financial Reserves

Most of the charity's fixed assets are in the form of five properties. All of these properties are used by the charity in the furtherance of its aims. While the charity's fixed assets more than cover its long-term liabilities, the trustees recognise that the

charity incurs current liabilities in the running of the Buddhist Centre. Therefore the council has agreed that the charity should maintain a cash reserve of at least £60,000 and review this sum annually. So that we may continue to meet this requirement, we will give attention to increasing income and restraining current expenditure. The charity also has some cash reserves invested short-term in savings accounts, most of which has been earmarked for further refurbishments to the Birmingham Buddhist Centre and our residential properties and the repayment of the loan to Triodos Bank.

On behalf of the Trustees

Maitrisara

On behalf of the Trustees

Dharmashura

Approved by the Trustees 13th October 2023

BIRMINGHAM BUDDHIST CENTRE

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2023**

STATEMENT OF FINANCIAL ACTIVITIES 2022/23

		Unrestricted Funds				
	Notes	General Fund	Designated Funds	Restricted	2022/23 Total	2021/22 Total
		£	£	£	£	£
INCOMING RESOURCES						
Donations and Legacies	2	67,604	0	0	67,604	68,260
Activities to Further Charity Objectives	2	110,349	122,483	16,754	249,586	236,146
Investment Income	2	768	1,085	4	1,858	349
TOTAL INCOMING RESOURCES		178,721	123,568	16,758	319,047	304,755
RESOURCES EXPENDED						
Direct Charitable Expenditure						
Buddhist Centre Administration	3	134,221	21,241	9,027	164,489	147,674
Property Running Expenses	3	19,090	28,772	147	48,010	53,999
Financial and Other Costs	3	16,631	58,720	1,189	76,540	78,246
TOTAL RESOURCES EXPENDED		169,942	108,734	10,363	289,040	279,920
NET INCOME/EXPENDITURE		8,779	14,834	6,395	30,008	24,835
TRANSFERS						
Transfers to General Fund	4	12,197	-500	-11,697	0	0
NET MOVEMENT IN FUNDS		20,976	14,334	-5,302	30,008	24,835
Balance brought forward		1,262,102	93,266	14,552	1,369,920	1,345,084
Prior Year Adjustments		45	0	0	45	1
Balance carried forward		1,283,123	107,600	9,250	1,399,973	1,369,920

BALANCE SHEET AT 31 MAY 2023

	Notes	31/05/23	31/05/22
		£	£
FIXED ASSETS			
Freehold Property	7	1,738,772	1,785,296
Vehicle	7	0	0
Equipment	7	132	543
		<u>1,738,904</u>	<u>1,785,839</u>
CURRENT ASSETS			
Bookshop Stock		7,320	5,475
Accrued Revenue		5,357	14,660
Prepaid Expenses		5,170	2,284
Other Debtors	8	3,316	2,088
Bank Savings Accounts		138,140	122,432
Bank Current Accounts		148,563	128,090
Cash in Hand		150	155
		<u>308,015</u>	<u>275,183</u>
LIABILITIES (falling due within 1 year)			
Loans	9	48,768	49,113
Trade Creditors		7,652	2,024
Tenant and Key Deposits		2,791	2,416
Accrued Expenses		2,575	387
Prepaid Revenue		5,153	8,342
		<u>66,938</u>	<u>62,281</u>
LIABILITIES (falling due after 1 year)			
Loans	9	580,009	628,777
		<u>580,009</u>	<u>628,777</u>
NET ASSETS			
		<u>1,399,973</u>	<u>1,369,965</u>
FINANCED BY			
General Fund		1,283,123	1,262,102
Designated Funds	10	107,600	93,266
Restricted Funds	11	9,250	14,552
		<u>1,399,973</u>	<u>1,369,965</u>

Note: Fixed Asset values for prior year re-presented - no change in Fixed Asset total.

Note: Prior year Trade Creditors reduced by £45 from accounts presented last year.

NOTES TO THE FINANCIAL STATEMENTS

1. PRINCIPAL ACCOUNTING POLICIES

- a)** Basis of accounting: The financial statements have been prepared in the light of applicable charity law and accounting standards and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP).
- b)** Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received. All income is included on a receivable basis.
- c)** All liabilities are recognised in the Statement of Financial Activities at the point at which the charity is deemed to have become contractually liable for payment. The trustees do not consider that the charity had any contingent liabilities at the Balance Sheet date.
- d)** Unrestricted funds are donations and other income received or generated for charitable purposes.
- e)** Restricted funds are used for specific purposes laid down by the donor. Expenditure that meets these criteria is charged to that fund.
- f)** Designated funds are unrestricted funds designated by the trustees for particular purposes.
- g)** All tangible assets (including freehold property) over £1,000 are depreciated at rates calculated to write off the cost of each asset evenly over its estimated useful life. The estimated useful lives are as follows:
- | | |
|-----------------------------------|----------|
| Computers, Equipment and Fittings | 4 years |
| Motor Vehicles | 4 years |
| Fixtures and Installations | 10 years |
| Freehold Property | 50 years |
- h)** Management and administration costs of the charity relate to the central costs of the management including the costs of statutory compliance.
- i)** Debtors are measured at their recoverable amounts.
- j)** Creditors and provision for liabilities are measured at their settlement value or best estimate.
- k)** Stocks of books, publications and other bookshop products are valued at the lower of cost and net realisable value.
- l)** The charity has taken advantage of the option in the SORP not to prepare a Cash Flow Statement on the grounds that it is not a large charity.

2. ANALYSIS OF INCOMING RESOURCES

	2022/23 £	2021/22 £
Donations and Legacies		
Donations	67,604	67,587
Coronavirus Job Retention Scheme	0	673
	<u>67,604</u>	<u>68,260</u>
Activities to Further the Charity's Objectives		
Classes and Retreats	38,354	24,795
Bookshop	10,934	8,401
Rental Income (Buddhist Communities)	118,272	114,294
Room Hire	44,000	32,359
Carers Project	16,754	50,167
Mindfulness	0	900
Miscellaneous Centre Activities	4,673	4,134
Other Income	16,599	1,097
	<u>249,586</u>	<u>236,146</u>
Investment Income		
Interest on Savings Accounts	1,858	349
	<u>1,858</u>	<u>349</u>
Total Income	<u><u>319,047</u></u>	<u><u>304,755</u></u>

3. ANALYSIS OF RESOURCES EXPENDED

	2022/23 £	2021/22 £
Buddhist Centre Administration		
Bookshop Purchases	6,648	5,272
Centre Team Costs	92,303	85,912
Office Running Costs	2,307	1,865
Insurance	8,465	8,182
Publicity	1,101	448
Centre Activities	37,791	14,267
Carers Project	9,027	25,141
Centre Administration Costs	6,846	6,589
	<u>164,489</u>	<u>147,674</u>
Property Running Expenses		
Council Tax	8,721	8,415
Property Maintenance	24,339	22,713
Major Works and Improvements	1,000	14,277
Utilities	13,950	8,594
	<u>48,010</u>	<u>53,999</u>
Financial and Other Costs		
Mortgage Costs	21,220	22,759
Depreciation of Freehold Property	47,500	47,500
Donations	6,345	6,466
Legal and Professional Costs	0	0
Independent Examination	275	250
Governance: Attendance Expenses	0	0
Fundraising Costs	273	318
Sundry Expenses	928	953
	<u>76,540</u>	<u>78,246</u>
Total Expenses	<u><u>289,040</u></u>	<u><u>279,920</u></u>

4. TRANSFERS

Transfers represent contributions to staff costs and overheads from the Carers Project and the Warwick Group, also a sum transferred to Restricted Funds to account for key deposits received during the year.

5. INFORMATION REGARDING STAFF

The charity employed 6 full-time-equivalent staff during the year who were in receipt of remuneration referred to as 'support'. To calculate their support requirements staff are asked to assess what they need. No employee was paid more than £60,000. The charity is also assisted by many unpaid volunteer workers.

	£
Aggregate Support	81,955
Aggregate Employer's NI	0
Aggregate Employer's Pension Contributions	4,542

6. TRUSTEES

The trustees do not receive any emolument for their services as trustees, but 3 trustees received support payments for other services provided to the charity (included in note 5). 3 trustees were also reimbursed for receipted goods and services purchased on behalf of the charity.

	£
Support	38,043
Out of Pocket Expenses	13,930

One trustee paid rent at the going rate as a tenant in one of our community houses.

7. TANGIBLE FIXED ASSETS

The valuation of freehold property was last reviewed in June 2010.

Depreciation was charged as follows:	£
Cumulative charge at 31 May 2022	608,936
Charged during the year	47,500
Cumulative charge at 31 May 2023	656,436

Depreciation of other assets:	£
Cumulative charge at 31 May 2022	52,295
Charged during the year	7,183
Cumulative charge at 31 May 2023	59,477

No fixed assets were written down or written off during the year.
The charity's depreciation policy was last reviewed (but not changed) in August 2022.

8. DEBTORS

Debtors represents invoices unpaid at the end of the year. There is a reasonable expectation that all of this sum is recoverable.

9. CREDITORS

Loans represents the capital repayments due on the mortgages for 12 Park Road, 36 Park Hill and 80 Park Hill.

10. DESIGNATED FUNDS

This represents:

- (a) Residue of the Llewellyn legacy which has been allocated, along with other funds raised specifically for the purpose, to the refurbishment of the Buddhist Centre (to be used in the next five years).
- (b) Money set aside for improvements to our residential properties and to help repay the mortgages (to be used when required).
- (c) Funds generated by and for the Warwick Group (to be used as needed).

11. RESTRICTED FUNDS

This represents:

- (a) Funds relating to the Carers Wellbeing Project.
- (b) Deposits held for tenants and keyholders.
- (c) Funds held for the Jewel Quest series of retreats.
- (d) Funds collected to pay for local Buddhists to go on retreat.
- (e) Funds collected to help team member with mobility issues.

Independent Examiner's Report

Report to the trustees of

BIRMINGHAM BUDDHIST CENTRE

Accounts for year ended

31 May 2023

Charity no

516568

I report to the trustees on my examination of the accounts of the above charity for the year ended 31 May 2023.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a member of the Association of Certified Chartered Accountants.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

Signed: Annemie Philips

Date: 25/09/2023

Name: Annemie Philips (Satyapara)

Relevant professional qualification(s) or body:

Association of Certified Chartered Accountants.

Address: 9 Linden Road, Hampton, TW12 2JG