

Triratna Liverpool

Report and financial statements
For the year ended 31 March 2023.

Prepared by
Ian Hannah (Ajitamati)
Co-chair
and Caroline Mcann
Treasurer.

Triratna Liverpool

Reference and administrative information for the year ended 31 March 2023.

Charity name Triratna Liverpool
also known as the Liverpool Buddhist Centre

Charity number 1176063

Registered office and operational address 2nd Floor, Melbourne Buildings,
21 North John Street,
Liverpool L2 5 QU

Trustees Trustees who served during the year and up to the date of this report were as follows:

Ian Hannah (Ajitamati)
Michael Whittam (Kshantabandhu)
David Tyfield (Ketumati)
Vicky Forman (Sumnadipa)
Caroline McCann

Vicky Forman (Sumnadipa) holds title to a flat belonging to the charity. She was previously Chair of the Trustees and although out of office for a year, was re-elected to the Trustees at the AGM 2022.

Bankers Santander Bank
Bridle Road, Bootle, Merseyside, L30 4GB

Triodos Bank
Deanery Road, Bristol, BS1 5AS

Triratna Liverpool
Trustees Annual report
for the year ended 31 March 2023.

The trustees present their report and the unaudited financial statements for the year ended 31st March 2023.

Reference and administrative information set out on page 1 forms part of this report.

Objectives and activities

The object of Triratna Liverpool is to support the advancement of the Buddhism, in particular:

1. To encourage members and others to live in accordance with the teachings of the Buddha.
2. To support ordained members of the Triratna Buddhist Community and other duly ordained Buddhists, at the discretion of the Council of the charity.
3. To maintain close communication with and working under the guidance of the Triratna Buddhist Order and in co-operation with other groups with the same objects.
4. To promote the health and well-being of all through the application of the Dharma, the Buddha's teachings.

Activities:

Triratna Liverpool carries out specific activities to further its objects such as:

- a. Hold services of worship and devotion.
- b. Organize lectures, courses, classes, and retreats.
- c. Publish materials (written, online and for broadcast).
- d. Raise funds and invite and receive contributions.
- e. Provide or assist in the provision of money (grants or loans), materials or other help.
- f. Enter into contracts to provide services to or on behalf of other bodies.
- g. Establish or support any charitable trusts, associations, or institutions.
- h. Establish branches or outreach groups.
- i. To carry on trade in the cause of carrying out its Objects
- j. To carry on temporary trade ancillary to carrying out the Objects
- k. Any other activity suitable to promoting the objects

The **powers of the charity** shall be carried out in accordance with the following **principles**:

- l. The charity is organisationally and financially independent from other groups with the same objects.
- m. The charity respects all aspects of the Buddhist tradition and recognises the value of each, and intends to work in harmony with all other existing Buddhist groups and organisations.
- n. The charity shall not, as such, be affiliated with any political party or organisations, and shall not take part in political activities except in accordance with guidelines

issued from time to time by the Charity Commissioners of England and Wales.

The charity shall not be run for profit, and any surplus which may accrue from publications or other activities shall be devoted to the furtherance of its Objects.

The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

Achievements and performance

The charity's main activities and who it tries to help are described in the Chairs Report. All its charitable activities focus on supporting the advancement of Buddhism and are undertaken to further Triratna Liverpool's charitable purposes for the public benefit.

Beneficiaries of our services

The beneficiaries are the members of the Sangha (friends, mitras and order members) and the general public. The benefits for friends and members of the Sangha are the building of a Sangha and a network of friendships, sharing and deepening meditation practices and discussing Buddhist ideas and applying them to daily living. There are a range of benefits resulting from this which improve wellbeing and increase positive mental states with the ultimate aim of individuals gaining enlightenment for the benefit of all beings. This has further impact upon the wider society in numerous positive ways from individual interactions to social and community action.

Chairs Report

1. General Summary

The last year have seen the world attempting to get back to "normal" after the global pandemic and as such we as a centre, as a movement have had to move forward the best we could, to provide a foundation for people to come together in their practice.

We have seen people slowly becoming more accustomed to meeting in person and to sharing the Dharma and their practice; to forge friendships and make connections. The Sangha is gaining strength from this, and I feel positive for its future.

2. Events and Activities

Sangha evenings

We continue to have a thriving Sangha evening every Tuesday night which is attended on average by about 12/16 people.

Sangha over the last 12 months has settled into a regular format of Meditation and the study of the Dharma text. The Dharma texts studied has varied and included a very enjoyable series from Sumnadipa who brought us an exploration of Vajradevi's book "Uncontrolled Mindfulness".

We have celebrated our festival days together, with a shared meal. These included Buddha Day in May, Dharma Day in July, Padmasambhava Day in September.

During the year we have reintroduced full moon pujas. These have been very popular and have allowed newer members of the Sangha to experience puja.

Meditation and Buddhism Courses

We ran an introductory Buddhism and Meditation course in January/February. This was led by Ajitamati, this has been the only in person course we have done in the last 12 months. It was very well attended with 16+ newcomers and a 4-person team. Many thanks to Caz, Janet, and Mick for their support.

Dharma Study

Sumnadipa continued to lead Dharma study for men and women on a weekly basis. The group is now in its fourth year. Thanks to Kshantabandu for supporting Sumnadipa with the study group. This group is popular and provides a way for people to deepen their practice; to re-orientate their lives and to increase levels of skilfulness and understanding of the Dharma.

Events

Sumnadipa has been leading a “Going Deeper” event, held monthly on a Saturday which has provided an opportunity for people to come together and deepen their understanding of the Dharma and Meditation. This has proved popular and there are plans to expand this further in the year ahead.

Kshantabandu has been leading a Saturday early morning meditation session allowing people to start the weekend off with a shared meditation. Many thanks to Kshantabandhu and to Ketumati who has supported him throughout the year.

Family Gathering

The Family Gathering group which is for Sangha members with families or those who care for children has sadly been suspended until further notice. It is natural for our children to grow and as they do their wants and needs change and so must what we provide. Thanks to Caz for her efforts over the years in organising and running the group. Let us see what the future holds.

Prison Service

Kshantabhandhu has continued to visit prisoners in two local prisons and has taken on a third prison where he provides Dharma activities for the prisoners including a large contingent of Vietnamese men.

Sangha Members

We currently have about 38 Sangha members, some who come to the centre very regularly and others infrequently. Our average attendance seems to have increased towards the end of the year.

We currently have 5 Mitras who have asked for Ordination, Janet, Mary, Elke, Caz, and Mariana.

We have also had some excellent news. Janet and Mary have both been invited on the Ordination course at Triratnaloka in October.

3. Centre Team

All the people supporting our activities have given their time and energy freely and lovingly, we continue to support each other, doing what we can, when we can, and we look forward to another happy and safe 12 months.

So, to close just to remind us that the last 12 months has been busy but it has seen us all come together, with activities and talks by Ketumati, Kshantabandhu, Sumnadipa, Janet, Caz and Ajitamati. Thanks to all the people who have attended the centre, thanks to you all.

Metta and love to us all.

Financial review

The financial position of the Centre has steadily increased over the past 12 months. Each month we have had a healthy positive balance. In the months where our expenditure has surpassed our income, it has only been due to the Centre rent being paid on a bi-monthly basis. Over the course of the year our average monthly income has been £1,654 whilst our average monthly expenditure has been £1,186, giving us an average profit of £647 per month.

Income

Our three main sources of income are the donations from our members and friends, rent from the flat and payments from our Gift Aid claim. This last year donations have accounted for 49% of income, the rent for 26% whilst the percentage from our Gift Aid claim is 20%. The rest of our income has come from a six-week course and sales from our small bookshop. In addition to this, we have also accumulated some interest on our savings via our Triodos account.

We are extremely grateful to those regular donors who have continued to support us throughout this year, particularly as we come out of the pandemic and move into a cost-of-living crisis.

Ajitamati lead a 6-week, in person course on Buddhism and Meditation in January and February, which brought in £546. We share our gratitude to Ajitamati for all his hard work and dedication to supporting the Centre as well as sharing the Dharma.

The Gift Aid Scheme gives us an important, additional regular income. This year we were able to receive £3987 from the scheme, all made possible by our generous donors. We will ensure that we continue to take advantage of the scheme and make everybody aware of their option to 'gift aid' with their donations and the benefits that follow.

The rental income from our flat is as always invaluable. We are aware that should our tenant vacate the property then this income would cease quite abruptly. With that in mind, the property is in the hands of an agent to ensure that the property is well maintained and re-let as soon as possible to minimise any loss of rental income.

Outgoings

The biggest of our outgoings is of course the rent for the Centre and whilst we acknowledge that it may have its shortcomings, we remain of the view that for a property in the city centre, the cost is not unreasonable.

Our electricity charges were quite low at the beginning of the year but increased significantly from August. Our current contract ends in July so we shall look for cheaper rates as well as providers who specialise in energy supply to charities.

A lot of time is given, and even some expenses are covered voluntarily by our members and friends and again we express our gratitude to the commitment and generosity of all involved. It is only this commitment which allows the Centre to continue as a source of friendship and inspiration to those who use it.

Reserves

The total free reserves of the charity are £76,916. Our policy is to keep around £10,000 in our current account as a working reserve, and as of 31st March 2023 the balance was £16,589. During

the next financial year, we shall look at transferring the additional funds into our savings account. The remainder is held in a savings account with the Triodos Bank.

Structure, governance, and management

The structure and governance of the charity is as follows:

Membership of the charity:

1. Admission of new members

a. Eligibility

- i. Members of the charity must be natural persons.
- ii. Membership of the charity is open to those who are members of the Triratna Buddhist Order and those who are actively training for ordination into the Triratna Buddhist Order
- iii. and who are sympathetic to the aims and objectives of the Triratna Buddhist Order
- iv. and who are actively engaged in the work of the centre

b. Admission procedure

The charity trustees:

- i. May require applicants for membership to be made in any reasonable way that they decide.
- ii. May refuse an application for membership if they believe it is in the best interests of the charity for them to do so
- iii. Shall, if they decide to refuse an application, give the applicant their reason for doing so within 21 days of the decision being taken, and give the applicant the opportunity to appeal against the refusal, and
- iv. Shall give fair consideration to any such appeal and shall inform the applicant of their decision, but any decision to confirm refusal of the application for membership shall be final.

2. Transfer of membership

Membership of the charity cannot be transferred to anyone else.

3. Duty of members

It is the duty of each member of the charity to exercise his or her powers as a member of the charity in the way he or she decides in good faith would be most likely to further the purposes of the charity.

4. Termination of membership

a. membership of the charity comes to an end if:

- i. the member dies
- ii. the member sends a notice of resignation to the charity trustees
- iii. the charity trustees decide that it is in the best interests of the charity that the member in question should be removed from membership and pass a resolution to that effect.

b. Before the charity trustees takes any decision to remove someone from membership of the charity they must:

- i. informs the member of the reasons why it is proposed to remove him or her
- ii. give the member at least 21 days. notice in which to make representations to the charity trustees as to why he or she should not be removed from membership.
- iii. at a duly constituted meeting of the charity trustees, consider whether the member should be removed.
- iv. consider at that meeting any representations which the member makes as to why

- the member should not be removed, and
- v. allows the member to make those representations in person at that meeting if the member so chooses.

Members decisions:

1. General provisions

Except for those decisions that must be taken in a particular way as indicated in sub-clause 3 of this clause; the charity shall strive to make all decisions of the members at a general meeting by consensus.

2. Taking ordinary decisions

The charity shall strive to make all decisions by consensus. Should such a decision by consensus prove to be impossible to achieve within a reasonable time, the decision shall be by simple majority vote, with the chair of the Council of Trustees having the casting vote in the event of a tie.

3. Taking ordinary decision by written resolution without a general meeting

Subject to sub-clause 4 of this clause, a resolution in writing agreed by all members who would have been entitled to take part in the decision making had it been proposed at a general meeting, shall be effective, provided that:

- a. a copy of the proposed resolution has been sent to all the members eligible to take part in this decision-making process; and
- b. the decision by members is unanimous and is received at the principal office within 28 days from when it was circulated.
- c. Eligibility to be part of the decision-making process is limited to members who are members of the charity on the date when the proposal is first circulated.

4. Decisions that must be taken in a particular way

- a. any decision to remove a trustee must be taken in accordance with clause 15.2.
- b. any decision to amend this constitution must be taken in accordance with clause 28 of this constitution.
- c. Any decision to wind up or dissolve this charity must be taken in accordance with clause 29 of this constitution.
- d. Any decision to amalgamate or transfer the undertaking of the charity to one or more charities must be in accordance with the provisions of the Charities Act 2011.

The charity is constituted under a constitution, originally adopted on 21.03.1994 and changed in 2017. The organisation registered as a charitable incorporated organisation on 21.11.2017 in England and Wales.

The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity.

Remuneration policy for key management personnel

We currently do not have any employees. All activities are undertaken on a voluntary basis.

Risk management

The charity has a range of procedures relating to the management of risk such as Safeguarding policies for children and vulnerable adults.

**Triratna Liverpool
Receipts and Payments Accounts
for the year ended
31st March 2023**

	2019	2020	2021	2022	2023
Receipts					
Donations	16,169	9,811	11,117	9,125	9,734
Courses	1,666	343	923	730	546
Shop/Books	254	422	0	88	184
Gift Aid	0	1,542	1,564	1,663	3,987
Minster Court	6,120	6,240	6,240	6,240	5,300
Interest Bank Accounts	350	383	169	74	552
Website	1,752	0	34	0	0
Refund Electrical charges	0	1,482	0	0	0

Other	0	0	0	0	105
Total	26,311	20,223	20,047	17,920	20,408
	2019	2020	2021	2022	2023
<u>Payments</u>					
Rent	11,500	11,500	11,500	11,500	11,500
Electricity	534	2,619	419	482	847
Charitable Donations * ¹	0	20	240	270	360
Insurance	386	388	402	422	388
Rates	1,037	927	942	942	468
Shop/Books	393	385	0	38	23
IT/Comms	0	0	955	623	598
Website	300	330	0	2,539	0
Publicity	100	0	123	349	0
Chairs retreat/Travel	259	259	0	117	0
Melbourne Buildings	899	86	0	73	57
Electrical Saftey Certificate	0	0	0	384	0
Minster Court	990	1,235	1,180	1,427	2,419
Petty Cash	0	77	0	0	0
Accountancy	780	780	0	0	0
Sangha retreat	1,340	144	0	0	0
Other	137	0	0	0	0
Total	18,655	18,750	15,761	19,166	16,660
Net Receipt/Payments	7,656	1,473	4,286	1,246	3,820

	2019	2020	2021	2022	2023
Bank and cash balances at start of year	60,997	68,652	70,125	74,412	73,166
Bank and cash balances at end of year					
Santander				13,392	16,589
Triodos				59,774	60,327
Total	68,652	70,125	74,412	73,166	76,916
<u>Fixed Assets</u>					
Land and Buildings	60,000	60,000	60,000	60,000	63,000
Shrine Room	3,862	3,862	3,862	3,862	4,055
Fixtures and Fittings	9,912	9,912	9,912	9,912	10,407
Total	73,774	73,774	73,774	73,774	77,462
Total Assets and Bank Accounts	142,426	143,899	148,186	146,940	154,378

Notes

- *1 This is a regular donation made to the Development Fund of the Triratna European Chairs Assembly whose aims are to benefit the development of Triratna Centres around the world.
- a. All the charity's funds are unrestricted at the year end. Unrestricted funds are available to spend on activities that further any of the purposes of the charity.
- b. The financial statements have been prepared in accordance with the Charities Act 2011. As a lower-income charity under section 133 of the 2011 Act, the trustees have elected to prepare the charity's financial statements using the Receipts and Payments basis.

Statement of responsibilities of the trustees

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice 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 in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' annual report has been approved by the trustees and signed by all named on page two.

See separate sheet for declaration and signatures.