St. Alban's Hall, St. Alban's Road, Dartford, KENT DA1 1TY UK Registered Charity Number 1092564

# **Trustees Annual Report 2018**

# **1** Activities Report

# 1.1 Major Activities in 2018

- We continue to create strong link with local community through work with local schools and St Alban's Church. Our services and festivals have been well attended by people living in local area.
- Our sponsored religious worker, Ven Thich Quang That, has continued to make significant contribution to our activities and to the running of our temple in the absence of Master Thich Tinh Thong. He continued to develop strong relationship with our community and carrying out his duties with the dedication and care.
- The Foundation has continued to serve the community well with frequent visits to elderly homes in the area and providing much appreciated services when there are serious family grievances.
- We continued to organised major events in Buddhist calendar and for children, the Moon Festival in September and weekly talks on Buddhism and Kung Fu classes.
- Our Traditional Chinese Medicine's clinic manned by volunteer are very popular providing access to medical treatments at a very low cost for the elderly and those on low income.

# 1.2 Future and Planned Activities

- We will continue to work with St Alban's church and the local school to advance charitable causes in Dartford and surrounding areas.
- We continue to receive and welcome visiting monks from Vietnam and other countries.
- We also continue to sponsor able monks and nuns to come to help in our centre or to study English or other vocational skills in the U.K. The returnees would then bring much needed skills to help with the activities at their own temples in Viet Nam.
- We planned to refurbish and extend our centre to provide more space for activities.

St. Alban's Hall, St. Alban's Road, Dartford, KENT DA1 1TY UK Registered Charity Number 1092564

• Our aim for 2019 is to continue with our activities and paying special attention to developing young generation both spiritually through meditation and physical well being and self disciplined through our Kung Fu classes.

# 2 Financial Report

# 2.1 Income

• The Foundation continues to receive income mainly from donations. Our income from donations in 2018 was £85,665 compared to £48,535 in 2017. The income in 2018 included donations raised specifically for the refurbishment of our centre which was £30,900. Excluding this, we see an income of £54,765 in 2018 which showed a small increase from 2017.

# 2.2 Expenses

Last year our expenses to cover the running and maintenance of St. Alban's Hall, servicing bank loan and interests and professional fees. We incurred increased spending on utilities expenses and insurance. In 2018 we needed legal assistance to renew our sponsor licence and renewal of visas. Our total expenditure for 2018 was £30,367 compared to £19,780 in 2017.

# 2.3 Auditors

• Dua & Co have been approved to continue to be our accountant.

# 3 Trustees and Committee members

During the annual AGM, two Trustees tendered their resignations due to family commitments. We have appointed two new Trustees one of whom is also appointed to the post of secretary. The new Trustees have been involved with the foundation activities for a number of years in non-official capacity and we are pleased that they have accepted our invitation.

The following members have either been appointed or re-appointed to serve as Trustees and Committee members of the Foundation for another year from the date of the AGM.

# Trustees

- Mrs Le Chi Gruber, Chairwomen
- Mr Quoc Hung Nguyen, Secretary
- Mr Hong Van Trinh
- Mr Tri Ba Nguyen, Treasurer
- Mrs Hoa Tien Huynh, Assistant Treasurer

St. Alban's Hall, St. Alban's Road, Dartford, KENT DA1 1TY UK Registered Charity Number 1092564

# **Other Committee members**

- Ven Thich Tinh Thong, Spiritual Adviser and Consultant
- Mrs Lien Thi Nguyen, Catering

Prepared by



Mr Tri Ba Nguyen

Report of the Trustees and Unaudited Financial Statements For The Year Ended 31 December 2018 for Medicine Buddha Foundation

> Dua & Co. Limited 1st Floor 5 Century Court Tolpits Lane Watford Hertfordshire WD18 9PX

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# Report of the Trustees For The Year Ended 31 December 2018

The trustees present report the fina statements of the charity for the year ended 31TDederstees 20a8e adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March

#### **REFERENCE AND ADMINISTRATIVE DETAILS Registered Charity number**

1092564

#### **Principal address**

St Alban's Hall St Alban's Road Dartford Kent DA1 17Y

### Trustees

T B Nguyen Mrs H T Huynh Mrs L C Gruber H Nguyen H Trinh

appointed 1.1.18appointed 1.1.18

# STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate con reasonable assurance against fraud and error.

Approved by order of the board of trustees on 21 October 2019 and signed on its behalf by:

21/10/2019

T B Nguyen - Trustee tnguyen@ntlworld.com 21/10/2019 17:24:34

TNguyen

# Statement of Financial Activities For The Year Ended 31 December 2018

		2018	2017
	Notes	Unrestricted fund £	Total funds £
INCOMING RESOURCES			
Incoming resources from generated to Voluntary income	funds	82.333	45,947
Investment income	2	60	43,947 63
Other incoming resources	-	3,272	2,525
Total incoming resources		85,665	48,535
RESOURCES EXPENDED Charitable activities			
Printing		-	63
Telephone		582	570
Insurance		2,043 196	1,957 147
Sundry Rent & Rates		130	560
Light & Heat		3,903	3,176
Bank loan Interest		2,849	3,287
Repairs & maintainence		2,196	2,480
Bank Charges		650	684
Accountancy Legal fees		1,200 10,915	1,200 256
training exp		5,700	5,400
Total resources expended		30,367	19,780
NET INCOMING RESOURCES		55,298	28,755
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		543,267	514,512
TOTAL FUNDS CARRIED FORWARD		598,565	543,267

# Balance Sheet At 31 December 2018

		2018	2017 Total
	Notes	Unrestricted fund £	funds £
FIXED ASSETS Intangible assets	A	3,876	3,876
Tangible assets	4 5	521,497	488,019
		525,373	491,895
CURRENT ASSETS			
Debtors	6	123,944	145,694
Cash at bank and in hand		34,242	12,989
		158,186	158,683
<b>CREDITORS</b> Amounts falling due within one year	7	(2,401)	(2,400)
NET CURRENT ASSETS		155,785	156,283
TOTAL ASSETS LESS CURRENT LIABIL	ITIES	681,158	648,178
<b>CREDITORS</b> Amounts falling due after more than one	ye <b>a</b> r	(82,593)	(104,911)
NET ASSETS		598,565	543,267
	•		
FUNDS Unrestricted funds	9	598,565	543,267
TOTAL FUNDS		598,565	543,267

The financial statements were approved by the Board of Trustees on 21 October 2019 and were signed on its behalf by

21/10/2019

Trustee

tnguyen@ntlworld.com 21/10/2019 17:24:34 TNguyen

# Notes to the Financial Statements For The Year Ended 31 December 2018

#### **1. ACCOUNTING POLICIES**

#### Accounting convention

The financial between the been prepared events and the requiremediates of the financial formal formal formal formal formal formal formal formation of the charities and the requiremediates of the charities are commended for the charities.

#### Incoming resources

Allincoming resources are included on thefStatentialctivities when the charity is legally entitled to the income and amount can be quantified with reasonable accuracy.

#### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classifigginegrate contractions to a state of the category. Where costs cable of irectly attributed to particular headings they have been allocated to a stitutize onse loafs conserves.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

#### Taxation

The charity is exempt from tax on its charitable activities.

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for spactical purposes within the objects of estre intransity arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. INVESTMENT INCOME

	2018	2017
	£	£
Deposit account interest	60	63

## 3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year **eodfort BlieDecember 2018** December 2017.

#### **Trustees' expenses**

There were no trustees' expenses paid for the year ended of 1 for ether year 2008 d 31 December 2017 .

#### 4. INTANGIBLE FIXED ASSETS

COST	Computer software £
At 1 January 2018 and 31 December 2018	3,876
<b>NET BOOK VALUE</b> At 31 December 2018	3,876
At 31 December 2017	3,876

# Notes to the Financial Statements - continued For The Year Ended 31 December 2018

#### 5. TANGIBLE FIXED ASSETS

э.	IANGIDLE FIXED ASSETS				
		Freehold property £	Plant and machinery £	Fixtures and fittings £	Totals £
	COST				
	At 1 January 2018 Additions	475,624 29,322	8,533 4,015	3,862 141	488,019 33,478
	At 31 December 2018	504,946	12,548	4,003	521,497
	NET BOOK VALUE				
	At 31 December 2018	504,946	12,548	4,003	521,497
	At 31 December 2017	475,624	8,533	3,862	488,019
6.	DEBTORS: AMOUNTS FALLING DUE N	WITHIN ONE YEAR			
				2018	2017
				£	£
	Trade debtors Other debtors			122,374 1,570	144,174
				1,570	1,520
				123,944	145,694
7.	CREDITORS: AMOUNTS FALLING DUI	E WITHIN ONE YEA	R		
				2018	2017
				£	£
	Trade creditors			1	-
	Other creditors			2,400	2,400
				2,401	2,400
8.	CREDITORS: AMOUNTS FALLING DUI	E AFTER MORE TH	AN ONE YEAF	R	
				2018	2017
				£	£
	Bank loans Other creditors			66,593 16,000	78,911 26,000
				82,593	104,911
9.	MOVEMENT IN FUNDS				
			Ne At 1.1.18	t movement in funds	
			At 1.1.18 £	funas £	At 31.12.18 £
	Unrestricted funds General fund		- 543,267	55,298	- 598,565

# **TOTAL FUNDS**

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543,267

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598,565

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\_\_\_\_\_

55,298

\_\_\_\_\_

#### Notes to the Financial Statements - continued For The Year Ended 31 December 2018

# 9. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	85,665	(30,367)	55,298
TOTAL FUNDS	85,665	(30,367)	55,298

# Comparatives for movement in funds

comparatives for movement in funds	Net movement in		
	At 1.1.17 £	funds £	At 31.12.17 £
Unrestricted Funds General fund	514,512	28,755	543,267
TOTAL FUNDS	514,512	28,755	543,267

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds <b>£</b>
Unrestricted funds General fund	48,535	(19,780)	28,755
TOTAL FUNDS	48,535	(19,780)	28,755

A current year 12 months and prior year 12 months combined position is as follows:

	Ne	t movement i	n
	At 1.1.17 funds At 31.12.		
	£	£	£
Unrestricted funds General fund	514,512	84,053	598,565
TOTAL FUNDS	514,512	84,053	598,565

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	134,200	(50,147)	84,053
TOTAL FUNDS	134,200	(50,147)	84,053

Repairs and Maintenance

**Total resources expended** 

Accountancy

Training exp

Bank interest

Bank loan interest

Legal fees

#### **Detailed Statement of Financial Activities** For The Year Ended 31 December 2018

For the real Linded ST beceinder 2010		
	2018 £	2017 £
INCOMING RESOURCES		
<b>Voluntary income</b> Gifts Donations	(2) 82,335	45,947
	82,333	45,947
Investment income Deposit account interest	60	63
Other incoming resources Medical treatment	3,272	2,525
Total incoming resources	85,665	48,535
RESOURCES EXPENDED		
Charitable activities Rent & Rates Insurance Light and heat Telephone Postage and stationery	133 2,043 3,903 582	560 1,957 3,176 570 63
Sundries	196	147

2,480

1,200

256

5,400

684

3,287

19,780

19,780

28,755 \_\_\_\_\_

2,196

1,200

10,915

5,700

650

2,849

30,367

30,367

Net income	55,298

This page does not form part of the statutory financial statements



# **Document Details**

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Report of the Trustees and Unaudited Financial Statements For The Year Ended 31 December 2018 for Medicine Buddha Foundation

> Dua & Co. Limited 1st Floor 5 Century Court Tolpits Lane Watford Hertfordshire WD18 9PX

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# Report of the Trustees For The Year Ended 31 December 2018

The trustees present report the fina statements of the charity for the year ended 31TDederstees 20a8e adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March

#### **REFERENCE AND ADMINISTRATIVE DETAILS Registered Charity number**

1092564

#### **Principal address**

St Alban's Hall St Alban's Road Dartford Kent DA1 17Y

# Trustees

T B Nguyen Mrs H T Huynh Mrs L C Gruber H Nguyen H Trinh

appointed 1.1.18appointed 1.1.18

# STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate con reasonable assurance against fraud and error.

Approved by order of the board of trustees on 21 October 2019 and signed on its behalf by:

21/10/2019

T B Nguyen - Trustee tnguyen@ntlworld.com 21/10/2019 17:24:34

TNguyen

# Statement of Financial Activities For The Year Ended 31 December 2018

		2018	2017
	Notes	Unrestricted fund £	Total funds £
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Accountancy Legal fees		1,200 10,915	1,200 256
training exp		5,700	5,400
Total resources expended		30,367	19,780
NET INCOMING RESOURCES		55,298	28,755
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		543,267	514,512
TOTAL FUNDS CARRIED FORWARD		598,565	543,267

# Balance Sheet At 31 December 2018

		2018	2017 Total
		Unrestricted fund	funds
FIXED ASSETS	Notes	£	£
Intangible assets	4	3,876	3,876
Tangible assets	5	521,497	488,019
		525,373	491,895
CURRENT ASSETS			
Debtors Cash at bank and in hand	6	123,944 34,242	145,694 12,989
		158,186	158,683
<b>CREDITORS</b> Amounts falling due within one year	7	(2,401)	(2,400)
Amounts failing due within one year	,	(2,401)	(2,400)
NET CURRENT ASSETS		155,785	156,283
TOTAL ASSETS LESS CURRENT LIABIL	ITIES	681,158	648,178
CREDITORS			
Amounts falling due after more than one	yeadr	(82,593)	(104,911)
NET ASSETS		598,565	543,267
FUNDS Unrestricted funds	9	598,565	543,267
TOTAL FUNDS		598,565	543,267

The financial statements were approved by the Board of Trustees on 21 October 2019 and were signed on its behalf by

21/10/2019

Trustee

tnguyen@ntlworld.com 21/10/2019 17:24:34 TNguyen

# Notes to the Financial Statements For The Year Ended 31 December 2018

#### **1. ACCOUNTING POLICIES**

#### Accounting convention

The financial tements have been prepared euhisteorical stconvention of in accordance with the Financial standard formaller nities (effective 2008) the Charities 2001 and the requirem emessor tement and Reporting by Charities.

#### Incoming resources

Allincoming resources are included on thefStatentialctivities when the charity is legally entitled to the income and amount can be quantified with reasonable accuracy.

#### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classifigginegrate contractions to a state of the category. Where costs cable of irectly attributed to particular headings they have been allocated to a stitutize onse loafs conserves.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life

#### Taxation

The charity is exempt from tax on its charitable activities.

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for spactical purposes within the objects of estre comparison of the specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. INVESTMENT INCOME

	2018	2017
	£	£
Deposit account interest	60	63

## 3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year **eodfort BlieDecember 2018** December 2017.

#### **Trustees' expenses**

There were no trustees' expenses paid for the year ended of 1 for ether year 2008 d 31 December 2017 .

#### 4. INTANGIBLE FIXED ASSETS

COST	Computer software £
<b>COST</b> At 1 January 2018 and 31 December 2018	3,876
<b>NET BOOK VALUE</b> At 31 December 2018	3,876
At 31 December 2017	3,876

# Notes to the Financial Statements - continued For The Year Ended 31 December 2018

#### 5. TANGIBLE FIXED ASSETS

5.	IANGIDLE FIXED ASSETS	Freehold property £	Plant and machinery £	Fixtures and fittings £	Totals £
	<b>COST</b> At 1 January 2018 Additions	475,624 29,322	8,533 4,015	3,862 141	488,019 33,478
	At 31 December 2018	504,946	12,548	4,003	521,497
	<b>NET BOOK VALUE</b> At 31 December 2018	504,946	12,548	4,003	521,497
	At 31 December 2017	475,624	8,533	3,862	488,019
6.	DEBTORS: AMOUNTS FALLING DUE V	WITHIN ONE YEAR			
	Trade debtors Other debtors			2018 £ 122,374 1,570  123,944	2017 £ 144,174 1,520  145,694
7.	CREDITORS: AMOUNTS FALLING DUI	E WITHIN ONE YEA	R		
	Trade creditors Other creditors			2018 f 2,400 2,401	2017 £ 2,400 2,400
8.	CREDITORS: AMOUNTS FALLING DUI	E AFTER MORE TH	AN ONE YEAF	R	
	Bank loans Other creditors			2018 £ 66,593 16,000 82,593	2017 £ 78,911 26,000 104,911
9.	MOVEMENT IN FUNDS				
			Ne At 1.1.18 £	t movement ir funds £	At 31.12.18 £
	<b>Unrestricted funds</b> General fund		543,267	55,298	598,565

TOTAL	FUNDS
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543,267

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55,298

\_\_\_\_\_

598,565

\_\_\_\_

#### Notes to the Financial Statements - continued For The Year Ended 31 December 2018

# 9. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	85,665	(30,367)	55,298
TOTAL FUNDS	85,665	(30,367)	55,298

# Comparatives for movement in funds

comparatives for movement in funds	Net movement in		
	At 1.1.17 £	funds £	At 31.12.17 £
Unrestricted Funds General fund	514,512	28,755	543,267
TOTAL FUNDS	514,512	28,755	543,267

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds <b>£</b>
Unrestricted funds General fund	48,535	(19,780)	28,755
TOTAL FUNDS	48,535	(19,780)	28,755

A current year 12 months and prior year 12 months combined position is as follows:

	Net movement in		
	At 1.1.17 funds At 31.12.18		
	£	£	£
<b>Unrestricted funds</b> General fund	514,512	84,053	598,565
TOTAL FUNDS	514,512	84,053	598,565

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	134,200	(50,147)	84,053
TOTAL FUNDS	134,200	(50,147)	84,053

Repairs and Maintenance

**Total resources expended** 

Accountancy

Training exp

Bank interest

Bank loan interest

Legal fees

#### **Detailed Statement of Financial Activities** For The Year Ended 31 December 2018

For the real Linded ST beceinder 2010		
	2018 £	2017 £
INCOMING RESOURCES		
<b>Voluntary income</b> Gifts Donations	(2) 82,335	45,947
	82,333	45,947
Investment income Deposit account interest	60	63
Other incoming resources Medical treatment	3,272	2,525
Total incoming resources	85,665	48,535
RESOURCES EXPENDED		
Charitable activities Rent & Rates Insurance Light and heat Telephone Postage and stationery	133 2,043 3,903 582	560 1,957 3,176 570 63
Sundries	196	147

2,480

1,200

256

5,400

684

3,287

19,780

19,780

28,755 \_\_\_\_\_

2,196

1,200

10,915

5,700

650

2,849

30,367

30,367

Net income	55,298

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# Document Signers Scan/Click the QR Code to view signature information

Name	Tri Ba Nguyen	
Email	tnguyen@ntlworld.com	
Status	SIGNED at Mon, 21 Oct 2019 17:24:37	
Signature Fingerprint	OerPh0EMJykbZG85R6fibVx0VxPOaw	

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