#### Chair's Report 2018

#### (by Bodhilila June 2019)

#### **Trustees:**

Bodhilila (Wendy Young) Chair

Abhayadevi (Abhayadevi Tissington) Secretary

Jinananda (Duncan Steen) Treasurer died 28.12.17

Lilamani Treasurer (Teresa del Soldato) elected July 2018

Sudurjaya (Marilyn Therza) co-opted December 2017, elected July 2018

Paramananda (John Wilson)

Vilasamani (Tim Kirkpatrick)

Silakirti (David Auld)

Ratnaprabha (Robin Cooper) resigned June 2018

Yashobodhi (Lucia Van Der Drift) resigned November 2018

Mariangela Towner resigned December 2018

#### **TEAM**

There were a number of changes to the centre team during 2018 including some longterm members leaving the team. We recruited two new team members to newly created roles.

In April Sophie was appointed in a part-time role to develop our 2019 programme of Breathworks Mindfulness courses and events. Sophie's duties also included working with Breathworks in developing and implementing systems needed in place for us to become a Breathworks Centre of Excellence. Later she took on some general centre work and her hours were increased to cover this.

Hanka was appointed as Centre Manager (a newly created role) in June 2018.

Bryony, our studio manager, left in May after inducting our new manager, Zeena.

Yashobodhi was granted compassionate leave from September and she stopped working for the centre at the end of December.

In September Ratnaprabha left to take up his new post as Chair of the NLBC after 2 months of working for both centres part-time. He continued teaching the men's mitra study group until the end of the year.

Mariangela left the centre team around July (although she carried on running the bookshop as a volunteer and donated her teaching fees for Breathworks courses to the centre).

Amlanadhi (who had been volunteering almost full-time as 'Centre Guardian' alongside Ratnaprabha) reduced her hours significantly as did Alex who had been working some paid and some voluntary hours as publicity officer.

The team was often very stretched and the Council agreed over a particular period to pay for some sessional work on reception and for some professional cleaning alongside the work of team members and volunteers. The centre team was also under a lot of stress throughout the year as many of them had to care for significant people in their lives who were seriously ill and some experienced bereavements.

In July Ratnadeva was appointed as our new Men's Mitra Convenor (following Jinananda's death in December 2017). However, due to other commitments he was not available to start work until January 2019.

#### **TEAM and ORGANISATION**

The Centre team continued to meet weekly, alternating fortnightly business meetings with 'practice' meetings (opportunities for exploring work as practice, collective meditation, study etc) and a new 'kula connections' meeting (where team members leading 'kulas' shared information about their area of work and any upcoming projects).

As people's roles and responsibilities became more clearly defined, a new kula system was put in place. Previous kulas (many of which had been formed on an ad hoc basis with no clear remit or agreement regarding areas of responsibility) were discontinued or reformed. One aim was to establish more clarity and continuity with clearer lines of responsibility and communication with more consistent record keeping.

Another was for dedicated people to be involved in areas where their skills and experience would be particularly useful rather than everyone on the team being involved in planning and discussions for all areas of running the centre (as was the case for many years). People with particular areas of responsibility took the lead for kulas focused on developing those areas. They were responsible for scheduling and convening regular meetings, for keeping agendas and minutes and also for reporting back to the Centre team during the new monthly 'kula connection' meeting. Successful new kulas included the Publicity Kula, Studio Kula, Recruitment Kula, Breathworks Kula, Therapy Room Kula.

(Others delayed until 2019 included the finance, operations and programming kulas).

New systems, policies and procedures were put in place to help with the operational running of the centre (as well as in specific areas like Safeguarding, H&S) largely due to the work of the centre manager and various kulas.

In December we had our first joint day for both the Centre Team and the Trustees, facilitated by Singhashri. We explored the Belbin model of team types and revisited vision and strategy.

#### **SANGHA and COMMUNITY**

The sangha continued to grow with more people coming to the centre, many attending multiple classes and events and then becoming regular attendees. My impression is that the sangha is steadily growing and that more people are committed to the Dharma and deepening their practice.

Sudurjaya joined the teaching team for the weekly Buddhism in the City class, supporting teaching on retreats, meeting up with mitras and friends.

Yashobodhi recorded videos of teaching in Buddhism in the City class on 7 point mind turnings which were posted online as a resource during the Triratna International Practice week.

We took part in the Silver Sunday initiative across Westminster and other London Boroughs with an afternoon of meditation, mindful movement and tea. It was very well received and we hope to take part again.

#### **ORDER SANGHA**

The women's chapter and men's chapter continued to meet weekly at the centre.

We also began to hold regular mixed order meetings, initially this was every 2 months and then it became a monthly meeting.

We continued to host annual regional order days for both men and women.

More members of the team attended order events else where, including AOWE s and Order Retreats. Bodhilila attended the European Chairs Meetings, Ratnaprabha attended Preceptors and Presidents meetings, Atula joined and attended the Presidents meeting.

Vilasani was ordained during a 10 day ordination retreat in August – many of the local Dharmacharinis and some mitras came to witness her Public Ordination at Adhisthana. Vilasini was the first new Dharmacharini based at the West London Buddhist Centre in the past 17 years.

Following Jinananda's death at the end of 2017 we hosted a funeral and wake at the centre and other events during the year remembering and rejoicing in him. As I was asked to write about Jinananda's funeral in last year's report (even though it took place in 2018 not 2017) I have not done so here.

In October 2018 Vajradipa died. Although he had not been actively involved with the centre in recent years Vajradipa had a long relationship with the West London Buddhist Centre and was an important member of the sangha in the past and his contribution is much valued. He had a private funeral attended by local order members.

#### SANGHARAKSHITA'S DEATH

In October Sangharakshita (our teacher and the founder of the Triratna Community and Order) died. As Chair I was not able to be with the Sangha at this momentous time because my own father had died the previous day and I was not in London. Dhammagita created a special shrine and Paramananda led a special evening to mark his death. The centre team held weekday sessions (after the lunchtime meditation classes) to remember Bhante during the 40 days in the Bardo.

Lilamani led many of these but other members of the team also took the lead and then posted about the sessions in a special blog created on our website. These sessions included meditation, mantra chanting, sometimes a puja and people sharing memories of Sangharakshita and sharing particular teachings of his that inspired them.

Most of the centre team attended his funeral at Adhisthana. Some mitras also came and went to the earlier vigils to sit with his body. On the day of Bhante's funeral, Sudurjaya and Viramati co-led a day at the centre marking this, including tuning in to the live feed of the funeral.

#### **BREATHWORKS PARTNERSHIP/CENTRE OF EXCELLENCE**

Our partnership with Breathworks continued with Breathworks hiring the studio and shrine rooms to run a programme of training days and a series of 8 week Mindfulness for Health and Mindfulness for Stress courses throughout the year.

During this year we entered into discussions to become the first Breathworks Centre of Excellence, taking over responsibility for running these courses from January 2019, including planning our own programme of courses and events. A Memorandum of Understanding was drafted outlining the terms of the new agreement.

#### **STUDIO**

The studio continued to draw people to attend a mix of drop-in classes and workshops with the monthly gong bath on Friday nights proving particularly popular. There were some changes in the teachers and class numbers fluctuated though the QiGong class continued to grow and a second class was added.

Room-hire continued to be an important income stream with many repeat bookings including from Yoga Campus, Breathworks and a yoga teacher training course running throughout autumn and into the New Year. The combined surplus from classes, workshops and room-hire was over £30,000.

It was noticeable that there was more flow between people attending events in the studio and drop-in classes and courses. Part of this may have been due to a conscious effort to integrate publicity between core Centre activities, Mindfulness activities and Studio activities.

#### THERAPY ROOM

The Therapy Room kula worked to create revised terms and conditions for room-hire for those users taking on weekly 4 hour blocks and those hiring the room on an ad hoc basis. More effective systems for hiring the space, invoicing and making and keeping track of payments were put in place. Therapy Room remains a substantial income stream with potential for further development.

#### **PROGRAMME**

We continued to run a full and varied programme of introductory and going deeper drop-in classes, courses, day events and workshops at the centre (although Kamalashila was not able to continue running Order study days at the centre). The Saturday morning drop-in meditation and Buddhism in the City classes had increased attendance and both have developed regular groups of people and have been important for sangha building at the centre.

Bodhilila took on the lead for Sangha night after Ratnaprabha was offered the job as NLBC chair. On Buddha Day we launched our Year of Akshobya with a sangha night series exploring symbolism associated with Akshobya and subsequent themes at sangha night and West London Buddhist Centre retreats were related to topics like the three lakshanas acknowledging Akshobya as head of the Wisdom family of Buddhas and Bodhisattvas.

We also continued to hold regular meetings of the Death Conversation Cafe and our programme of concerts and monthly film club night.

#### **OUTREACH CLASSES**

Dharmavadana became the regular leader at the Ealing Class, with occasional support form other WLBC order members and mitras.

Stuart and Roger continued to run a class in Reading though they no longer hired a weekly space and the frequency of meetings was reduced.

#### **RETREATS**

We increased the number of residential retreats in our annual programme to 6, including a midweek retreat at Vajrasana, two weekend retreats at Othona. We had our first women's weekend retreat at Rivendell, a men's mitra weekend at Redfield, our now annual Order/mitra weekend was held over a long weekend at Vajrasana.

We ran our most ambitious non-residential City Retreat at the West London Buddhist Centre from 25 December to 1 January. The programme was all day and evening each day with regular slots for events and a work period as would be the case on a residential retreat. Morning meditations were followed by a shared picnic lunch. Meditation, Dharma input and discussion in the afternoon was followed by a work period and supper. Evenings explored the theme through meditation, reflection and ritual. There was a special evening marking the life and death of Sangharakshita and on remembering Jinananda (who had died that night the previous year). The theme was, 'Sailing the Worldly Winds' and the teaching team was Paramananda, Sudurjaya, Bodhilila, Hanka and Dharmavadana.

#### **FINANCES**

For a full report on the centre finances please see the Treasurer's Report.

#### **OTHER BUSINESS/HAPPENINGS**

In September, after this was agreed by the Council, the aims of charity were amended to include the aim of promoting wellbeing. This was done to reflect the number of activities at the centre which promote wellbeing in addition to our core activities of teaching meditation and Buddhism.

We continued to have issues with the building including a new leak near the back staircase and ongoing problems with the car lift and the car lift gates.

The website was upgraded by digital 93 who built the website originally. The main improvements were to add improved calendars for centre and studio events, to improve the search function and to improve website navigation.

New legislation was introduced for data protection. Alex and Mark created an excellent new data protection policy and worked hard to make us compliant going forward. Our database and mailing is much reduced as people had to actively opt in to receive any centre emails. So we will no longer be able to send out emails to people who used to be part of the sangha but did not opt for this in the way we did when Jinananda died.

#### Treasurer's report

#### June 2019

This report has been prepared by Lilamani (WLBC treasurer), together with Sahananda (book-keeper).

#### **Financial Overview**

We started 2018 with a small operating surplus but this was eroded throughout the year, and by the end of 2018 we had an operating deficit of £27,735. Fortunately our current reserves, combined with the savings ring-fenced for a future property purchase, provide the WLBC with means to absorb this significant deficit, and prevent the need to take more drastic and structural measures at the moment.

Our overall income was £204,700 (down by £2,990 from the previous year) and the annual expenses totalled £232,435 (up by £20,980). This added to the previous operating deficit of £3,765 generates the deficit figure mentioned in the paragraph above.

The WLBC Council are exploring ways of dealing with this situation.

#### **Reserves and Fixed Assets**

Our current reserves at the end of 2018 totalled £211,216, including the amount ring-fenced for the future property purchase (£150,000), so the available reserve was £61,216.

Our fixed assets in 2018 were estimated at a value of £1,737,360, a similar level to the previous year.

#### **Core Income** (courses, retreats and events)

Dharma classes, courses and events generated an income of £18,631, which is practically the same amount as 2017 (down by £695, ca. 3.5%).

Residential retreats made an income of £16,402 and expenses of £14,033 (mainly due to increase in hiring rates of retreat venues). Therefore the residential retreats surplus was £2,369.

Expenses with publicity, teachers and outreach activities increased from £8,450 in 2017 to £12,183 in 2018. Specifically the expenses related to publicity increased by £3,341 (from £2,875 to £6,216). Improving publicity was a conscious decision aiming to make classes and other activities more visible to the general public, and fulfill the centre's principal goals. We expect the centre's activities income to increase in 2019 as a result of this effort.

#### Other income

The bookshop made a surplus of £3,234, which is very similar to the surplus in 2017. The current value of the bookshop stock is £5,514 (last year that was £4,412), showing an investment in the current stock.

The Studio classes surplus was £22,115. This figure includes income from regular drop-in classes and workshops, and the expenditure includes all the teachers and admin fees, publicity and Studio material. It is interesting to note that although the Studio income has actually decreased by £7,878 (from £65,196 to £57,318), the expenditure decreased even further by a significant £9,934 (from £45,137 to £35,203). The Studio room hire suffered a small drop from £10,962 in 2017 to £9,530 in 2018, bringing the overall surplus to £31,645. That gives us confidence in the current Studio management policies and their implementation.

The therapy room hire showed an increase from £15,372 in 2017 to £17,821 in 2018. This is probably due to the efforts mentioned in our previous report, aiming at improving the room hire admin, as well as the increase in number of therapists using the room.

The room hire income from Breathworks was £13,071. The partnership with Breathworks has now moved to another phase, and from the beginning of 2019 the mindfulness courses have been managed by the WLBC acting as the first Breathworks centre of excellence. In order to prepare and organise the courses offered in 2019 there was an initial admin expenditure of £2,323 in 2018, bringing the Breathworks surplus to £10,748.

#### **Donations**

Donations income was £58,678, down by £2,813 from the previous year's figure £61,491. Adding the donations income to the Gift Aid taxback from 2018 (£5,225) totals the dana income to £63,904.

Considering the different areas of dana income, the areas of General Dana and of Schools & Outreach presented an increase compared to last year. The other areas (Drop-in classes, Events, Regular Dana, and the Gift Aid Taxback) showed a decrease in values. Similar to last year, this is a significant area of concern.

#### **Expenditure**

The centre team expenditure, combining support and wages, was £94,331. To this we need to add £2,750 of consultancy (provided by a self-employed part-time team member), totalling £97,081, which is an increase of £9,186 from last year's figure £87,895. This increase of ca. 10% was predicted in our previous report, as the WLBC council intends to invest in the team.

Another team-related expenditure increase was Reception Services, in the amount of £6,171 (up by £3,783 from last year). This was also agreed by the WLBC council, in order to compensate for the team contraction in the year.

The service rates, which had been reduced from £8,726 in 2016 to £2,614 in 2017, were restored to their usual value of £8,407.

Our Dana to other Triratna charities increased by £2,147. The most significant donation made by the WLBC in 2018 was a contribution of £1286 (or €1,500) responding to an appeal from the Triratna Paris centre, which shares long term connections with the WLBC and needed to purchase new premises.

#### Summary

Although the deficit was decreasing in the previous years, as expected, in 2018 it showed a significant and sudden increase, and this is a matter of serious concern. As mentioned in the opening paragraph, at the moment this situation can be absorbed by the centre's reserves.

The team's finance kula has been implementing tools to control the budget, and to be able to forecast more accurately and in more detail in the future. A considerable effort is currently directed to identifying areas for financial improvement in a way that does not compromise the implementation of the centre's main goals.

# Triratna Buddhist Community (West London)

2018 Annual Accounts

#### Independent examiner's report to the trustees of

## Triratna Buddhist Community (West London)

I report on the accounts of Triratna Buddhist Community (West London) for the year ended 31/12/2018

#### Respective responsibilities of trustees and examiner. .

The charity's trustees are responsible for the preparation of the accounts. You consider that an audit is not required (under section 43(2) of the Charities Act 1993) and that an independent examination is needed.

It is my responsibility to examine the accounts following the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act), and to state whether particular matters have come to my attention.

#### Basis of examiner's statement.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

#### Independent examiner's unqualified statement.

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 41 of the 1993 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

F.G McMahon (Accountant)

3 Plough Lane, Purley, CR8 3QB

04/05/2019

## **Statement of Financial Activities**

	<u>2018</u>	2018	<u>2018</u>	<u>2017</u>
:	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
<u>Income</u>				
Generated Funds				
Voluntary income	63,904		63,904	69,622
Investment income	1,536		1,536	2,888
	65,440	0	65,440	72,510
Charitable Activities	139,260		139,260	135,180
Other Income			0	0
Total Income	204,700	0	204,700	207,690
			T.	
Expenditure				
Fundraising Costs			0	0
Governance & Administration	17,503		17,503	8,570
Charitable Activities	214,932		214,932	202,885
Total Expenditure	232,435	0	232,435	211,455
1	,		•	
Net Income	-27,735	0	-27,735	-3,765
THE INCOME	27,733	Ü	27,700	0,700

## **Balance Sheet**

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	<u>2018</u>	2017
Eivad Assats		2
Fixed Assets	1 700 057	4 704 F04
Leasehold Property	1,729,857	1,731,581
Art & Ritual Objests	3,780	3,780
Fixtures & Fittings	3,077	12,014
	1,736,714	1,747,375
Current Assets		
Cash in Hand	1,913	885
Accounts Receivable	-35	
Nat West Current Account		2,304
Co-op Current Account	15,552	34,683
FDMS	33	195
Nat West Reserve Account		312
PayPal Account	180	. 637
Skipton Building Society	193,573	192,037
	211,216	231,053
Other Assets		
Bookshop Stock	5,514	4,412
Short-term Debtors	45	1,755
	5,559	6,167
		,
<b>Total Assets</b>	1,953,489	1,984,595
Short-term Liabilities		
Creditors	25	3,396
	25	3,396
e		
Long Term Liabilities		
X		
	0	0
Net Worth	1,953,464	1,981,199
Represented by		
Funds Brought Forward	1,981,199	
Surplus/Deficit for year	5) 5)	
Surplus/Dentit for year	-27,735	
	1,953,464	

## **Notes to Statement of Financial Activities**

	2018 unrestricted	<u>2018</u> Restricted	<u>2018</u> Total	<u>2017</u> Total
	<del></del>		· · · · · · · · · · · · · · · · · · ·	and the state of t
Voluntary income				
Donations	58,678		58,678	63,088
Gift Aid tax	5,225		5,225	6,535
-	63,904	0	63,904	69,623
Investment income				
Bank interest & Dividend	1,536		1,536	2,888
			£	
Charitable activities				
Bookshop	7,756		7,756	7,540
Classes, Courses & Events	75,950		75,950	84,521
Other income			0	0
Room Hire	39,152		39,152	30,623
Retreats	16,402	8	16,402	12,496
-	139,260	0	139,260	135,180
Total Income	204,700	0	204,700	207,691
5				
Fundraising Costs			0	. 0
Charitable activity costs				
Governance & Administration				
Management & Admin	16,493		16,493	7,713
Finance charges & Interest	1,010		1,010	857
i mance charges & interest	17,503	0	17,503	8,570
General Costs	17,500	, 0	17,000	0,5,0
Bookshop	4,522		4,522	4,227
Building , Utilities, Centre	24,173		24,173	21,427
Classes, Courses, Events	12,183		12,183	8,450
Depreciation	10,661		10,661	9,932
Donations made	10,674		10,674	8,527
Financial Support	92,195		92,195	74,007
Wages	2,136		2,136	13,888
Other Expenditure	9,152		9,152	7,948
Residential Retreat costs	14,033		14,033	9,342
Studio	35,203	,	35,203	45,137
Stadio .	214,932	0	214,932	202,885
	21,,502	J.		
Total Expenditure	232,435	0	232,435	211,455
Net Income	-27,735	0	-27,735	-3,764

*	2018	2017
Bookshop Income		
Bookshop Income	7,756.20	7,539.56
Annicolation and the Company of the	.,,,,,,,,,	1,000.00
Class, Courses & Events		
Centre Courses	15,659.18	17,894.54
Centre Events	2,747.41	632.57
Mindfulness (Breathworks)	160.00	725.00
Mindfulness (Other)	65.37	60.00
Other		12.93
Retreats (Residential)	16,402.24	12,496.19
Studio Drop-in classes	48,411.95	54,389.81
Studio Events	8,906.09	10,805.91
	92,352.24	97,016.95
<u>Donations</u>		
Drop-in (Meditation & General)	25,032.62	27,310.70
Events	9,212.02	9,351.81
General Dana	3,611.87	2,785.84
Regular Dana	18,736.65	19,439.95
Restricted		1,596.38
Schools & Outreach	1,957.77	1,843.41
TaxBack	5,225.12	6,535.48
Unknown income	127.45	759.45
-	63,903.50	69,623.02
Other Income		
Other Income		
Interest & Dividend	1,536.32	2,887.85
	1,536.32	2,887.85
Room hire		
Breathworks	13,071.00	5,098.00
Community Rent		
Debtors	-1,710.00	-1,859.50
Other	440.00	1,050.00
Studio	9,530.00	10,962.50
Treatment Rooms	17,821.00	15,372.00
,-	39,152.00	30,623.00
Total Income	204,700	207,690
		,

	<u>2018</u>	2017
Administration		
Breathworks Admin	2,323.25	
Computer & IT	210.17	546.55
Consultancy	2,750.00	5-0.55
Finance & Accounting	250.00	267.74
Insurance	3,132.99	2,995.27
Legal & Professional	120.00	2,333.27
Office, stationery, postage	763.65	886.63
Reception Services	6,170.95	2,388.00
Telephone & Broadband	607.32	629.07
Other	165.00	023.07
	16,493.33	7,713.26
Bookshop		1,120,20
Purchases .	4,522.16	4,227.03
Building, Utilities, Centre		
Rates		-409.16
Cleaning	2,064.00	1,731.50
Household & Centre Supplies	2,265.14	3,600.59
Repairs, Health & Fire Safety	5,461.16	7,210.79
Service Charge	8,407.10	2,614.42
Shrine	1,985.02	1,972.59
Other	,	25.00
Utilities - electricity	3,327.00	3,895.00
Utilities - water	663.14	786.06
•	24,172.56	21,426.79
Classes, Courses, Events		
Publicity	6,216.10	2,875.19
Creditors	-3,371.00	-2
Misc	3,823.20	1,772.79
Outreach expenses	1,894.63	1,604.24
Teachers	3,620.41	2,197.50
	12,183.34	8,449.72
<u>Donations made</u>		
Individuals	4,627.52	3,627.76
Order dana	600.00	540.00
Other Triratna	1,286.08	180.00
Restricted		1,596.38
Volunteers	160.00	582.83
Triratna General Dana	3,999.96	2,000.04
	10,673.56	8,527.01

	<u>2018</u>	2017
Finance Charges & Internal		
<u>Finance Charges &amp; Interest</u> FDMS	1.017.40	057.04
Other	1,017.10	857.21
Other	-7.60	057.04
Einancial Cunnert	1,009.50	857.21
Financial Support	12.016.04	20.226.24
Bodhilila Crocker S	18,816.84	20,336.24
· · · · · · · · · · · · · · · · · · ·	2,974.82	
Dilley H	9,156.85	
HMRC	8,150.15	6,598.57
Lilamani	7,529.66	6,582.03
Pensions	1,797.91	352.31
Ratnaprabha	6,077.60	11,418.09
Sahananda	12,246.01	7,599.78
Tarakarunya	6,924.95	5,489.10
Travel & Insurance	4,078.52	3,582.33
Yashobodhi	14,441.68	12,048.41
	92,194.99	74,006.86
<u>Wages</u>		
Jinananda		7,470.79
Moreno P	2,136.30	6,417.55
	2,136.30	13,888.34
Other Expenditure		
Creditors		215.51
Depreciation & Disposals	10,661.02	9,932.37
Pastoral	20.79	
Retreats & Training	8,281.24	7,223.46
Trustee & Office Bearer Expenses	586.64	206.30
Uncategorised	263.34	302.67
	19,813.03	17,880.31
Residential Retreat costs	ACT EST BOOK #7 ST COMMONTAGE TOUR STORM BUT HEAVEN	,
Supplies & Travel	345.38	789.04
Venue	13,688.00	8,553.00
	14,033.38	9,342.04
Studio	21,050,00	3,0 12.0 1
Admin & Manager	10,035.00	10,260.00
Other Costs	187.98	301.62
Teachers	24,832.07	34,433.34
Publicity '	147.98	141.94
delicity	35,203.03	45,136.90
	33,203.03	43,130.90
Total Expenditure	232,435	211,455
-	3	
Balance	-27,735	-3,765

## **Creditors & Debtors**

<u>Cr</u> <u>Dr</u>

Charitable Activities Income

Therapy Room Hire 45.00

Charitable Activities Costs

Publicity 25.00

## **Bank Statement Reconciliations**

Nat West Current Account	Account Closed
Balance as per Quickbooks	F.F. None
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	0.00
Nat West Reserve Account	Account Closed
Balance as per Quickbooks	
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	0.00
Co-op Current Account	
Balance as per Quickbooks	15,551.75
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	15,551.75
Skipton Building Society	
Balance as per Quickbooks	193,573.42
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	193,573.42
PayPal	
Balance as per Quickbooks	179.84
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	179.84

#### **Trustees During 2018**

Trustees During 2018				
1000	<u>Joined</u>	Left		
Abhayadevi (Lucy Tissington)		<del>- 111 - 1</del>		
Lilamani (Teresa del Soldato)	30 April 2018			
Bodhilila (Wendy Young)				
Mariangela Towner		31 December 20	18	
Paramananda (John Wilson)				
Ratnaprabha (John Cooper)		18 June 2018		
Silakirti (David Auld)				
Suderjaya (Marilyn Therza)				
Vilasamani (Timothy Kirkpatrick)				
Yashobodhi (LB Van der Drift)		18 November 20	18	
•				
_				
Trustees receiving support	<u>2018</u>	2017		
Bodhilila (Wendy Young)	18,816.84	20,336.24		
Jinananda (Duncan Steen)		7,470.79		
Lilamani (Teresa del Soldato)	7,529.66			
Ratnaprabha (John Cooper)	6,077.60	11,418.09		
Yashobodhi (LB Van der Drift)	14,441.68	12,048.41		
	46,865.78	51,273.53		
B				
Restricted Funds	<u>Received</u>	<u>Disbursed</u> <u>E</u>	Balance C/F	
			0.00	
	<del>-</del>		0.00	
	0.00	0.00	0.00	
m dl.m.				
<u>Tangible Fixed Assets</u>				
	<u>Leasehold</u>		Art &	
	<u>Property</u>	FFE	<u>Ritual</u>	Total
Brought Forward 01/01/18	1,731,581	12,014	3,780	1,747,375
2018 Additions	0	•	0	0
2018 Depreciation & Disposals	1,724	8,937	0	10,661
Carried Forward 31/12/18	1,729,857	3,077	3,780	1,736,714

## West London Buddhist Centre

## Leasehold Property (45a Porchester Rd, London, W2 5AL)

Depreciated over the duration of the lease (999 years)

31/12/2014	Cost	459,350.66
19/01/2015	Irwin Mitchell LLP	1,000,000.00
25/02/2015	New Centre Costs	171,963.74
16/04/2015	New Centre Costs	5,000.00
15/06/2015	<b>New Centre Costs</b>	85,880.74
		1,722,195.14
31/12/2015	Depreciation	1,723.92
	,	1,720,471.22
31/12/2016	Depreciation	-1,723.92
		1,718,747.30
21/01/2017	Cube(final fitout)	14,557.78
31/12/2017	Depreciation	-1,723.92
MATCH. J. Martiner. Martiner. Ser.		1,731,581.16
31/12/2018	Depreciation	-1,723.92
		1,729,857.24

# Art and Ritual Objects (This asset is not depreciated)

31/12/2008	Opening Balance	0.00
31/12/2009	Paintings	500.00
31/12/2009	Carried Forward	500.00
31/03/2010	Paintings	50.00
31/12/2010	Carried Forward	550.00
31/12/2014	Additions	2,480.00
31/12/2014	Carried Forward	3,030.00
31/12/2016	Pilgrim Horse	750.00
31/12/2016	Carried Forward	3,780.00

04/05/2019

## Fixtures, Fittings, and Equipment 2014

31/12/2017 Depreciation @ 20%

31/12/2018 Depreciation @ 20%

31/12/2014	Cost

	Carpets	2,003.76	
	Furniture	11,635.96	
	Meditation Cushions	684.00	
	Soft Furnishings	8,819.49	
	Yoga Equipment	1,922.00	
		25,065.21	÷
			<u>Balance</u>
31/12/2014	Depreciation @ 20%	-5,013.00	20,052.21
31/12/2015	Depreciation @ 20%	-5,013.00	15,039.21
31/12/2016	Depreciation @ 20%	-5,013.00	10,026.21
W			

-5,013.00

-5,013.21

5,013.21

31/12/2015	Cost		
	Computers	425.00	
	Library	10.98	
	Shelving	1,322.65	
	Furniture	5,972.88	
	Hearing Aid Loop	1,875.33	
	Soft Furnishings	3,629.00	
	Yoga Equipment	576.00	
Ģ.		13,811.84	
			<u>Balance</u>
	Depreciátion @ 20%	-2,762.37	11,049.47
31/12/2016	Depreciation @ 20%	-2,762.37	8,287.10
31/12/2017		-2,762.37	5,524.74
	Depreciation @ 20%	-2,762.37	2,762.37
	Disposals (hearing aid loop)	-730.13	2,032.24
31/12/2019	Depreciation @ 20%	-2,032.24 -	0.00

31/	12	/2016	Cost
21/	121	2010	COSC

31/12/2010	COSt		
	Furniture (Dana Station)	796.09	
	Yoga Equipment	453.37	
		1,249.46	
			<u>Balance</u>
31/12/2016	Depreciation @ 20%	-249.89	999.57
31/12/2017	Depreciation @ 20%	-249.89	749.68
31/12/2018	Depreciation @ 20%	-249.89	499.78
31/12/2019	Depreciation @ 20%	-249.89	249.89
31/12/2020	Depreciation @ 20%	-249.89	0.00

31/12/2017 <u>Cost</u>		
Projector (for Film Club)	500.00	
Heater (for Library)	407.50	
	907.50	
		Balance
31/12/2017 Depreciation @ 20%	-181.50	726.00
31/12/2018 Depreciation @ 20%	-181.50	544.50
31/12/2019 Depreciation @ 20%	-181.50	363.00
31/12/2020 Depreciation @ 20%	-181.50	181.50
31/12/2021 Depreciation @ 20%	-181.50	_

Fixtures, Fittings, and Equipment 2018

NONE

# Triratna Buddhist Community (West London)

2018 Annual Accounts

#### Independent examiner's report to the trustees of

## Triratna Buddhist Community (West London)

I report on the accounts of Triratna Buddhist Community (West London) for the year ended 31/12/2018

#### Respective responsibilities of trustees and examiner. .

The charity's trustees are responsible for the preparation of the accounts. You consider that an audit is not required (under section 43(2) of the Charities Act 1993) and that an independent examination is needed.

It is my responsibility to examine the accounts following the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the 1993 Act), and to state whether particular matters have come to my attention.

#### Basis of examiner's statement.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

#### Independent examiner's unqualified statement.

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with section 41 of the 1993 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 1993 Act have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

F.G McMahon (Accountant)

3 Plough Lane, Purley, CR8 3QB

04/05/2019

## **Statement of Financial Activities**

	<u>2018</u>	<u>2018</u>	<u>2018</u>	<u>2017</u>
:	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
<u>Income</u>				
Generated Funds				
Voluntary income	63,904		63,904	69,622
Investment income	1,536		1,536	2,888
	65,440	0	65,440	72,510
Charitable Activities	139,260		139,260	135,180
Other Income			0	0
Total Income	204,700	0	204,700	207,690
			T.	
Expenditure				
Fundraising Costs			0	0
Governance & Administration	17,503		17,503	8,570
Charitable Activities	214,932		214,932	202,885
Total Expenditure	232,435	0	232,435	211,455
1	,		•	
Net Income	-27,735	0	-27,735	-3,765
THE INCOME	27,733	Ü	27,700	0,700

## **Balance Sheet**

Dalalice Slieet		
	<u>2018</u>	2017
Eivad Assats		2
Fixed Assets	1 700 057	4 704 F04
Leasehold Property	1,729,857	1,731,581
Art & Ritual Objests	3,780	3,780
Fixtures & Fittings	3,077	12,014
	1,736,714	1,747,375
Current Assets		
Cash in Hand	1,913	885
Accounts Receivable	-35	
Nat West Current Account		2,304
Co-op Current Account	15,552	34,683
FDMS	33	195
Nat West Reserve Account		312
PayPal Account	180	. 637
Skipton Building Society	193,573	192,037
	211,216	231,053
Other Assets		
Bookshop Stock	5,514	4,412
Short-term Debtors	45	1,755
	5,559	6,167
		,
<b>Total Assets</b>	1,953,489	1,984,595
Short-term Liabilities		
Creditors	25	3,396
	25	3,396
e		
Long Term Liabilities		
X		
	0	0
Net Worth	1,953,464	1,981,199
Represented by		
Funds Brought Forward	1,981,199	
Surplus/Deficit for year	5) 5)	
Surplus/Dentit for year	-27,735	
	1,953,464	

## **Notes to Statement of Financial Activities**

	2018 unrestricted	<u>2018</u> Restricted	<u>2018</u> Total	<u>2017</u> Total
	<del></del>		· · · · · · · · · · · · · · · · · · ·	and the state of t
Voluntary income				
Donations	58,678		58,678	63,088
Gift Aid tax	5,225		5,225	6,535
-	63,904	0	63,904	69,623
Investment income				
Bank interest & Dividend	1,536		1,536	2,888
			£	
Charitable activities				
Bookshop	7,756		7,756	7,540
Classes, Courses & Events	75,950		75,950	84,521
Other income			0	0
Room Hire	39,152		39,152	30,623
Retreats	16,402	8	16,402	12,496
-	139,260	0	139,260	135,180
Total Income	204,700	0	204,700	207,691
5				
Fundraising Costs			0	. 0
Charitable activity costs				
Governance & Administration				
Management & Admin	16,493		16,493	7,713
Finance charges & Interest	1,010		1,010	857
i mance charges & interest	17,503	0	17,503	8,570
General Costs	17,500	, 0	17,000	0,5,0
Bookshop	4,522		4,522	4,227
Building , Utilities, Centre	24,173		24,173	21,427
Classes, Courses, Events	12,183		12,183	8,450
Depreciation	10,661		10,661	9,932
Donations made	10,674		10,674	8,527
Financial Support	92,195		92,195	74,007
Wages	2,136		2,136	13,888
Other Expenditure	9,152		9,152	7,948
Residential Retreat costs	14,033		14,033	9,342
Studio	35,203	,	35,203	45,137
Stadio .	214,932	0	214,932	202,885
	21,,502	J.		
Total Expenditure	232,435	0	232,435	211,455
Net Income	-27,735	0	-27,735	-3,764

*	2018	2017
Bookshop Income		
Bookshop Income	7,756.20	7,539.56
Anniconstitution of the Company of t	.,,,,,,,,,	1,000.00
Class, Courses & Events		
Centre Courses	15,659.18	17,894.54
Centre Events	2,747.41	632.57
Mindfulness (Breathworks)	160.00	725.00
Mindfulness (Other)	65.37	60.00
Other		12.93
Retreats (Residential)	16,402.24	12,496.19
Studio Drop-in classes	48,411.95	54,389.81
Studio Events	8,906.09	10,805.91
	92,352.24	97,016.95
<u>Donations</u>		
Drop-in (Meditation & General)	25,032.62	27,310.70
Events	9,212.02	9,351.81
General Dana	3,611.87	2,785.84
Regular Dana	18,736.65	19,439.95
Restricted		1,596.38
Schools & Outreach	1,957.77	1,843.41
TaxBack	5,225.12	6,535.48
Unknown income	127.45	759.45
<del>-</del>	63,903.50	69,623.02
Other Income		
Other Income		
Interest & Dividend	1,536.32	2,887.85
	1,536.32	2,887.85
Room hire		
Breathworks	13,071.00	5,098.00
Community Rent		
Debtors	-1,710.00	-1,859.50
Other	440.00	1,050.00
Studio	9,530.00	10,962.50
Treatment Rooms	17,821.00	15,372.00
,-	39,152.00	30,623.00
Total Income	204,700	207,690
		,

	<u>2018</u>	2017
Administration		
Breathworks Admin	2,323.25	
Computer & IT	210.17	546.55
Consultancy	2,750.00	5-0.55
Finance & Accounting	250.00	267.74
Insurance	3,132.99	2,995.27
Legal & Professional	120.00	2,333.27
Office, stationery, postage	763.65	886.63
Reception Services	6,170.95	2,388.00
Telephone & Broadband	607.32	629.07
Other	165.00	023.07
	16,493.33	7,713.26
Bookshop		1,120,20
Purchases .	4,522.16	4,227.03
Building, Utilities, Centre		
Rates		-409.16
Cleaning	2,064.00	1,731.50
Household & Centre Supplies	2,265.14	3,600.59
Repairs, Health & Fire Safety	5,461.16	7,210.79
Service Charge	8,407.10	2,614.42
Shrine	1,985.02	1,972.59
Other	,	25.00
Utilities - electricity	3,327.00	3,895.00
Utilities - water	663.14	786.06
•	24,172.56	21,426.79
Classes, Courses, Events		
Publicity	6,216.10	2,875.19
Creditors	-3,371.00	-2
Misc	3,823.20	1,772.79
Outreach expenses	1,894.63	1,604.24
Teachers	3,620.41	2,197.50
	12,183.34	8,449.72
<u>Donations made</u>		
Individuals	4,627.52	3,627.76
Order dana	600.00	540.00
Other Triratna	1,286.08	180.00
Restricted		1,596.38
Volunteers	160.00	582.83
Triratna General Dana	3,999.96	2,000.04
	10,673.56	8,527.01

	<u>2018</u>	2017
Finance Charges & Internal		
<u>Finance Charges &amp; Interest</u> FDMS	1.017.40	057.04
Other	1,017.10	857.21
Other	-7.60	057.04
Einancial Cunnert	1,009.50	857.21
Financial Support	12.016.04	20.226.24
Bodhilila Crocker S	18,816.84	20,336.24
· · · · · · · · · · · · · · · · · · ·	2,974.82	
Dilley H	9,156.85	
HMRC	8,150.15	6,598.57
Lilamani	7,529.66	6,582.03
Pensions	1,797.91	352.31
Ratnaprabha	6,077.60	11,418.09
Sahananda	12,246.01	7,599.78
Tarakarunya	6,924.95	5,489.10
Travel & Insurance	4,078.52	3,582.33
Yashobodhi	14,441.68	12,048.41
	92,194.99	74,006.86
<u>Wages</u>		
Jinananda		7,470.79
Moreno P	2,136.30	6,417.55
	2,136.30	13,888.34
Other Expenditure		
Creditors		215.51
Depreciation & Disposals	10,661.02	9,932.37
Pastoral	20.79	
Retreats & Training	8,281.24	7,223.46
Trustee & Office Bearer Expenses	586.64	206.30
Uncategorised	263.34	302.67
	19,813.03	17,880.31
Residential Retreat costs	ACT EST BOOK #7 ST COMMONTAGE TOUR STORM BUT HEAVEN	,
Supplies & Travel	345.38	789.04
Venue	13,688.00	8,553.00
	14,033.38	9,342.04
Studio	21,050,00	3,0 12.0 1
Admin & Manager	10,035.00	10,260.00
Other Costs	187.98	301.62
Teachers	24,832.07	34,433.34
Publicity '	147.98	141.94
delicity	35,203.03	45,136.90
	33,203.03	43,130.90
Total Expenditure	232,435	211,455
-	3	
Balance	-27,735	-3,765

## **Creditors & Debtors**

<u>Cr</u> <u>Dr</u>

Charitable Activities Income

Therapy Room Hire 45.00

Charitable Activities Costs

Publicity 25.00

## **Bank Statement Reconciliations**

Nat West Current Account	Account Closed
Balance as per Quickbooks	F.F. None
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	0.00
Nat West Reserve Account	Account Closed
Balance as per Quickbooks	
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	0.00
Co-op Current Account	
Balance as per Quickbooks	15,551.75
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	15,551.75
Skipton Building Society	
Balance as per Quickbooks	193,573.42
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	193,573.42
PayPal	
Balance as per Quickbooks	179.84
Plus uncleared payments	0.00
Less uncleared deposits	0.00
Balance as per statement	179.84

#### **Trustees During 2018**

Trustees During 2018				
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Lilamani (Teresa del Soldato)	30 April 2018			
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Mariangela Towner		31 December 20	18	
Paramananda (John Wilson)				
Ratnaprabha (John Cooper)		18 June 2018		
Silakirti (David Auld)				
Suderjaya (Marilyn Therza)				
Vilasamani (Timothy Kirkpatrick)				
Yashobodhi (LB Van der Drift)		18 November 20	18	
•				
_				
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Ratnaprabha (John Cooper)	6,077.60	11,418.09		
Yashobodhi (LB Van der Drift)	14,441.68	12,048.41		
	46,865.78	51,273.53		
B				
Restricted Funds	<u>Received</u>	<u>Disbursed</u> <u>E</u>	Balance C/F	
			0.00	
	<del>-</del>		0.00	
	0.00	0.00	0.00	
m dl.m.				
<u>Tangible Fixed Assets</u>				
	<u>Leasehold</u>		Art &	
	<u>Property</u>	FFE	<u>Ritual</u>	Total
Brought Forward 01/01/18	1,731,581	12,014	3,780	1,747,375
2018 Additions	0	•	0	0
2018 Depreciation & Disposals	1,724	8,937	0	10,661
Carried Forward 31/12/18	1,729,857	3,077	3,780	1,736,714

## West London Buddhist Centre

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Depreciated over the duration of the lease (999 years)

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		1,722,195.14
31/12/2015	Depreciation	1,723.92
	,	1,720,471.22
31/12/2016	Depreciation	-1,723.92
		1,718,747.30
21/01/2017	Cube(final fitout)	14,557.78
31/12/2017	Depreciation	-1,723.92
MATCH. J. Martiner. Martiner. Ser.		1,731,581.16
31/12/2018	Depreciation	-1,723.92
		1,729,857.24

# Art and Ritual Objects (This asset is not depreciated)

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31/12/2009	Paintings	500.00
31/12/2009	Carried Forward	500.00
31/03/2010	Paintings	50.00
31/12/2010	Carried Forward	550.00
31/12/2014	Additions	2,480.00
31/12/2014	Carried Forward	3,030.00
31/12/2016	Pilgrim Horse	750.00
31/12/2016	Carried Forward	3,780.00

04/05/2019

## Fixtures, Fittings, and Equipment 2014

31/12/2017 Depreciation @ 20%

31/12/2018 Depreciation @ 20%

31/12/2014	Cost

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	Furniture	11,635.96	
	Meditation Cushions	684.00	
	Soft Furnishings	8,819.49	
	Yoga Equipment	1,922.00	
		25,065.21	
			<u>Balance</u>
31/12/2014	Depreciation @ 20%	-5,013.00	20,052.21
31/12/2015	Depreciation @ 20%	-5,013.00	15,039.21
31/12/2016	Depreciation @ 20%	-5,013.00	10,026.21
W			

-5,013.00

-5,013.21

5,013.21

31/12/2015 <u>Cost</u>					
	Computers	425.00			
	Library	10.98			
	Shelving	1,322.65			
	Furniture	5,972.88			
	Hearing Aid Loop	1,875.33			
	Soft Furnishings	3,629.00			
	Yoga Equipment	576.00			
÷.		13,811.84			
			<u>Balance</u>		
	Depreciátion @ 20%	-2,762.37	11,049.47		
31/12/2016	Depreciation @ 20%	-2,762.37	8,287.10		
	Depreciation @ 20%	-2,762.37	5,524.74		
	Depreciation @ 20%	-2,762.37	2,762.37		
	Disposals (hearing aid loop)	-730.13	2,032.24		
31/12/2019	Depreciation @ 20%	-2,032.24 -	0.00		

31/	12	/2016	Cost
21/	121	2010	COSC

31/12/2010	COSt		
	Furniture (Dana Station)	796.09	
	Yoga Equipment	453.37	
		1,249.46	
			<u>Balance</u>
31/12/2016	Depreciation @ 20%	-249.89	999.57
31/12/2017	Depreciation @ 20%	-249.89	749.68
31/12/2018	Depreciation @ 20%	-249.89	499.78
31/12/2019	Depreciation @ 20%	-249.89	249.89
31/12/2020	Depreciation @ 20%	-249.89	0.00

31/12/2017 <u>Cost</u>		
Projector (for Film Club)	500.00	
Heater (for Library)	407.50	
	907.50	
		Balance
31/12/2017 Depreciation @ 20%	-181.50	726.00
31/12/2018 Depreciation @ 20%	-181.50	544.50
31/12/2019 Depreciation @ 20%	-181.50	363.00
31/12/2020 Depreciation @ 20%	-181.50	181.50
31/12/2021 Depreciation @ 20%	-181.50	_

Fixtures, Fittings, and Equipment 2018

NONE