REGISTERED COMPANY NUMBER. 2459323 (England and Wales) REGISTERED CHARITY NUMBER: 900339

Report of the Trustees and Audited Financial Statements For The Year Ended 31 December 2007 for GAIA HOUSE TRUST

A I M S Sheffield Chartered Accountants Registered Auditors 82 Upper Hanover Street Sheffield S3 7RQ

SATURDAY



A18 04/10/2008
COMPANIES HOUSE

144

Contents of the Financial Statements for the Year Ended 31 December 2007

	Page
Report of the Trustees	1 to 4
Report of the Independent Auditors	5 to 6
Statement of Financial Activities	7
Balance Sheet	8 to 9
Notes to the Financial Statements	10 to 14
Detailed Statement of Financial Activities	15 to 16

Report of the Trustees for the Year Ended 31 December 2007

The trustees who are also directors of the charity for the purposes of the Companies Act 1985, present their report with the financial statements of the charity for the year ended 31 December 2007. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number 2459323 (England and Wales)

Registered Charity number

900339

Registered office

West Ogwell **Newton Abbot** Devon **TQ12 6EN**

Trustees

Peter Gingold Clare Gordon Michael Jeffries **Douglas Stoddart** Simon Thompson Trevor Dunkley

Company Secretary

Robert Sully

Auditors

AIMS Sheffield **Chartered Accountants** Registered Auditors 82 Upper Hanover Street Sheffield **S3 7RQ**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 1985

Recruitment and appointment of new trustees

There were no appointments during the year

Report of the Trustees for the Year Ended 31 December 2007

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

All trustees are meditation practitoners and consequently users of the retreat centre

New trustees are provided with an extensive induction pack. They are then invited to meet with the Executive Director for training about the Trust. The induction pack and training cover the following areas:

Vision statement

History of the organisation

Trustee job description and person specification

Memorandum and Articles of Association

NCVO documents relating to good practice and trustee responsibilities

Latest accounts and financial position of the organisation

Organisation and staffing structure

Meeting structure

Current programme and activities

Organisational structure

The organisational structure of the Trust is being reviewed and additional members are in the process of being appointed. Once completed this structure will be available for inspection at Gaia House

Wider network

The joint Gaia House and Sharphan programme offers a selection of weekend retreats throughout the year

Related parties

The trustees are not aware of any related parties

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error

OBJECTIVES AND ACTIVITIES

Objectives and aims

The company's objectives are

- (i) To preserve, protect and enhance physical, mental, emotional and spiritual health by the provision of a centre for the instruction and practice of meditation,
 - (ii) To provide education and instruction in meditation

Gaia House continues to provide education and instruction in meditation through short and long term silent retreats. Retreats are open to all, irrespective of gender, religion, race, sexual orientation, or disability. Gaia House wishes to support people with low incomes to come on retreat and does this through both supported rates for all retreats and the Retreat Support Fund, which can provide up to 50% of the cost of a retreat for an individual.

The main objects and activities for the year continue to focus on

- a) Developing a programme of retreats, which is suitable for both beginners and experienced practitioners. The retreats vary in length from a single day to several months in length and may be undertaken as part of a group or as an individual.
- b) Ensuring a price structure that enables those on low incomes to take part in retreats. This is done through the Retreat Support Fund.
- c) Å 'dana' retreat took place in December, where people pay a small deposit, and then only what they can afford
- d) Maintaining the external and internal upkeep of the building
- e) Ensuring that the staffing provision is sufficient for the sustainability of the organisation

Report of the Trustees for the Year Ended 31 December 2007

OBJECTIVES AND ACTIVITIES

Significant activities

The main activities are described within this report

Volunteers

Gaia House is supported throughout the year by the voluntary community within the house and its grounds. The trustees are grateful for all these contributions

ACHIEVEMENT AND PERFORMANCE

Charitable activities

- a) 41 group retreats have been organised
- b) 1392 people came on group retreats, and 438 came as personal retreatants. Their ages ranged from 4 to 90 years old and were mainly from Britain, Europe and the US
- c) A Communications Strategy and Fundraising Strategy were written
- d) A comprehensive price review was undertaken. This included an opening up of the Retreat Support Fund to enable people on personal retreats to come for longer at the supported rate.
- e) A meeting with trustees, teachers and staff to reflect on the Retreat Programme and consider ways to develop this

Internal and external factors

During the past year, the new organisational structure was introduced, including the appointment of a new executive Director, Kate Fyfe. An organogram is attached to this report. An evaluation meeting of the new structure took place with staff at the end of the year and was very positive. There was a strong feeling that the structure had enabled increased effectiveness and ensured that necessary work was done.

This new structure has enabled the ED to work on several strategic areas including the development of Communication and Fundraising strategies. These are being taken forward in 2008.

Further work has been done to ensure the safety and maintenance of the house. These include

- a) Risk Assessments were held in all departments
- b) Full electrics survey undertaken

FINANCIAL REVIEW

Reserves policy

The Finance committee of the Trust, in consultation with the Trust's accountant, are in the process of creating a reserves policy

Financial Review

- a) The total surplus for the year amounted to £19,648, which is broken down into Unrestricted Fund £17,503 and the Restricted Fund £2,145
- b) The Restricted Fund surplus has been generated from the Retreatant Support Fund (RSF)
- c) Within the total Unrestricted Fund is a designated fund called the Cyclical Maintenance Fund , which has a balance at the end of 2007 of £20,000
- d) Within the total Restricted Fund are balances of The Inlight Trust Grant of £3,919 and the carried forward balance of the RSF of £35,753
- e) There was an increase in total income of 7 22% and an increase in total costs of 6 92% from last years results

FUTURE DEVELOPMENTS

A Vision Day is planned in February 2008 to continue to develop a strategic plan. The day will bring together trustees, teachers, staff and local supporters to consider what the key areas that need to be developed. The plan, when produced, will enable Gaia House to be clear about the way forward for the next three to five years.

A celebration day for 25 years of Gaia House will take place in September 2008

Report of the Trustees for the Year Ended 31 December 2007

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with the United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant information (as defined by Section 234ZA of the Companies Act 1985) of which the charitable company's auditors are unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make them aware of any audit information and to establish that the charitable company's auditors are aware of that information

AUDITORS

The auditors, A I M S. Sheffield, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

ON BEHALF OF THE BOARD

Trustee 3/8/07

Report of the Independent Auditors to the Members of GAIA HOUSE TRUST

We have audited the financial statements of GAIA HOUSE TRUST for the year ended 31 December 2007 on pages seven to fourteen. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective January 2007)

This report is made solely to the charitable company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed

Respective responsibilities of trustees and auditors

The trustees' responsibilities for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out on page four

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you whether in our opinion the information given in the Report of the Trustees is consistent with the financial statements.

In addition, we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it

Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error

In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements

Report of the Independent Auditors to the Members of GAIA HOUSE TRUST

Opinion

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state of the charitable company's affairs as at 31 December 2007 and of its incoming resources and application of resources, including its income and expenditure for the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Report of the Trustees is consistent with the financial statements

Aims Sheffedst

A I M S Sheffield Chartered Accountants Registered Auditors 82 Upper Hanover Street Sheffield S3 7RQ

Date

30/9/08

Statement of Financial Activities for the Year Ended 31 December 2007

	Ur	nrestricted funds	Restricted funds	31 12 07 Total funds	31 12 06 Total funds
	Notes	£	£	£	£
INCOMING RESOURCES Incoming resources from generated funds					
Voluntary income	2	25,512	19,346	44,858	32,792
Activities for generating funds	3	280,938	-	280,938	288,762
Investment income	4	7,743	-	7,743	5,551
Total incoming resources		314,193	19,346	333,539	327,105
RESOURCES EXPENDED Costs of generating funds					
Costs of generating voluntary income	5	290,151	-	290,151	261,549
Governance costs	7	23,740	•	23,740	32,017
Total resources expended		313,891	-	313,891	293,566
NET INCOMING RESOURCES before transfers		302	19,346	19,648	33,539
Gross transfers between funds	14	17,201	(17,201)	-	
Net incoming/(outgoing) resources		17,503	2,145	19,648	33,539
RECONCILIATION OF FUNDS					
Total funds brought forward		293,778	213,386	507,164	473,625
TOTAL FUNDS CARRIED FORWARD		311,281	215,531	526,812	507,164

The notes form part of these financial statements

Balance Sheet At 31 December 2007

FIXED ASSETS Tangible assets	U Notes 10	nrestricted funds £ 148,476	Restricted funds £	31 12 07 Total funds £ 324,335	31 12 06 Total funds £ 309,491
CURRENT ASSETS Stocks Debtors Cash at bank and in hand	11	1,547 27,507 229,273 258,327	37,799 37,799	1,547 27,507 267,072 ————————————————————————————————————	904 31,724 271,172 303,800
CREDITORS Amounts falling due within one year	12	(65,522)	1,873	(63,649)	(76,127)
NET CURRENT ASSETS		192,805	39,672	232,477	227,673
TOTAL ASSETS LESS CURRENT LIABILITIES		341,281	215,531	556,812	537,164
CREDITORS Amounts falling due after more than one	year13	(30,000)	-	(30,000)	(30,000)
NET ASSETS		311,281	215,531	526,812	507,164
FUNDS Unrestricted funds Restricted funds	14			311,281 215,531	293,778 213,386
TOTAL FUNDS				526,812	507,164

The notes form part of these financial statements

Balance Sheet - continued At 31 December 2007

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007)

The financial statements were approved by the Board of Trustees on signed on its behalf by

and were

Trustee

The notes form part of these financial statements

Notes to the Financial Statements for the Year Ended 31 December 2007

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standards for Smaller Entities (effective January 2007), the Companies Act 1985 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Tangible fixed assets

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

Freehold property -at varying rates on cost
Plant and machinery -20% on reducing balance
Fixtures and fittings -20% on reducing balance
Motor vehicles -25% on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items

Taxation

The charity is exempt from corporation 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 particular restricted purposes within the objects of the charity Restrictions 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. VOLUNTARY INCOME

	31 12 07 £	31 12 06 £
Gifts	1,668	3,148
Donations	33,872	28,703
Gift aid	9,318	941
	44,858	32,792
		=====

Notes to the Financial Statements - continued for the Year Ended 31 December 2007

3	ACTIVITIES FOR GENERATING FUNDS			
			31 12 07	31 12 06
	Potrost incomo porconal		£ 78,210	£ 63,466
	Retreat income - personal Retreat income - groups		196,855	219,320
	Book sales		5,873	5,976
			280,938	288,762
4	INVESTMENT INCOME			
			31 12 07	31 12 06
	Deposit account interest		£ 7,743 ———	£ 5,551
5	COSTS OF GENERATING VOLUNTARY INCOME			
			31 12 07	31 12 06
	Dates water and incurence		£	£ 12.455
	Rates, water and insurance Debts written off		14,352	13,455 490
	Food costs		41,087	42,156
	Kitchen costs		2,884	3,963
	Household costs		6,595	7,549
	Garden costs		1,984	2,978
	General maintenance costs		15,608	21,711
	Office costs		8,039	9,715
	Manager costs		20,133	21,959
	Teacher costs		8,237	7,537
	Salaries		113,396	78,144
	Light and heat		18,747	18,345
	Travel costs		10,048	12,830
	Publicity and newsletter Vehicle costs		11,472 3,435	12,856 3,528
	Book purchases		4,285	4,333
	Library costs		429	-
	Support costs		9,420	-
			290,151	261,549
6.	SUPPORT COSTS			
		Management	Finance	Totals
		£	£	£
	Costs of generating voluntary income	-	9,420	9,420
	Governance costs	1,189	15,216	16,405
		1,189	24,636	25,825
				

Notes to the Financial Statements - continued for the Year Ended 31 December 2007

7.	GOVERNANCE COSTS		
		31 12 07 £	31 12 06 £
	Accountancy	1,410	902
	Professional fees	735	5,746
	Meeting costs	231	350
	Auditors' remuneration	2,670	2,768
	Direct costs	1,322	3,261
	Loss on sale of assets	967	102
	Support costs		
	Support costs	16,405	18,888
		23,740	32,017
			====
8.	NET INCOMING/(OUTGOING) RESOURCES		
	Net resources are stated after charging/(crediting)		
		31 12 07 £	31 12 06 £
	Auditors' remuneration	2,670	2,768
	Depreciation - owned assets	15,216	9,486
	Deficit on disposal of fixed asset	967	102
	Delion on disposal of fixed asset	====	

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2007 nor for the year ended 31 December 2006

The trustees were covered by an insurance policy costing £1,139 (2006 £Nil)

Trustees' Expenses

During the year the trustees received £174 in expenses for the year ended 31 December 2007 (£449 2006)

Notes to the Financial Statements - continued for the Year Ended 31 December 2007

10	TANGIBLE FIXED ASSETS					
		Freehold property £	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Totals £
	COST	£	τ.		-	~
	At 1 January 2007 Additions	309,350 -	99,653 28,952	1,700 -	1,328 2,076	412,031 31,028
	Disposals		(1,904)		(1,170)	(3,074)
	At 31 December 2007	309,350	126,701	1,700	2,234	439,985
	DEPRECIATION					
	At 1 January 2007	33,102	67,585	1,069	784	102,540
	Charge for year	3,093	11,131	631	361	15,216
	Eliminated on disposal		(1,356)		<u>(750)</u>	(2,106)
	At 31 December 2007	36,195	77,360	1,700	395	115,650
	NET BOOK VALUE					
	At 31 December 2007	273,155	49,341	_	1,839	324,335
	At 31 December 2006	276,248	32,068	631	544	309,491
	At 31 December 2000	====	=====			====
11.	DEBTORS AMOUNTS FALL	ING DUE WI	THIN ONE YE	EAR		
					31 12 07 £	31 12 06 £
	Trade debtors				11,522	26,064
	Other debtors				15,985	5,660
					27,507 ———	31,724
12.	CREDITORS: AMOUNTS FAI	LING DUE	WITHIN ONE	YEAR		
					31 12 07 £	31 12 06 £
	Trade creditors				5,567	4,452
	Taxation and social security				4,436	3,529
	Other creditors				53,646	68,146
					63,649	76,127
13	CREDITORS: AMOUNTS FAI	LING DUE	AFTER MORE	E THAN ONE Y	'EAR	
					31 12 07	31 12 06
					£	£
	Other creditors				30,000	30,000

Notes to the Financial Statements - continued for the Year Ended 31 December 2007

13.	CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR - continued				ed
				31 12 07 £	31 12 06 £
	Amounts falling due in more than five years			~	~
	Repayable otherwise then by instalments Other loans more 5yrs non-inst			30,000	30,000
14.	MOVEMENT IN FUNDS				
		At 1 1 07 £	Net movement in funds £	Transfers between funds £	At 31 12 07 £
	Unrestricted funds General fund Cyclical Building & Maintenance Fund	293,778	302	(2,799)	291,281 20,000
		293,778	302	17,201	311,281
	Restricted funds Restoration fund Hermitage- Insight Grant Retreat and Support Fund	175,859 3,916 33,611 213,386	19,346 ————————————————————————————————————	(17,204) (17,201)	175,862 3,916 35,753 ————————————————————————————————————
	TOTAL FUNDS	507,164	19,648	-	526,812
	Net movement in funds, included in the abov	e are as follo	ows		
			Incoming resources £	Resources expended £	Movement in funds £
	Unrestricted funds General fund		314,193	(313,891)	302
	Restricted funds Retreat and Support Fund		19,346	-	19,346
	TOTAL FUNDS		333,539	(313,891)	19,648

<u>Detailed Statement of Financial Activities</u> for the Year Ended 31 December 2007

	31 12 07 £	31 12 06 £
INCOMING RESOURCES		
Voluntary income		
Gifts	1,668	3,148
Donations	33,872	28,703
Gift aid	9,318	941
	44,858	32,792
Activities for generating funds		
Retreat income - personal	78,210	63,466
Retreat income - groups	196,855	219,320
Book sales	5,873	5,976
	280,938	288,762
Investment income		
Deposit account interest	7,743	5,551
Total incoming resources	333,539	327,105
RESOURCES EXPENDED		
Costs of generating voluntary income		
Rates, water and insurance	14,352	13,455
Debts written off	-	490
Food costs	41,087	42,156 3,963
Kitchen costs Household costs	2,884 6,595	3,963 7,549
Garden costs	1,984	2,978
General maintenance costs	15,608	21,711
Office costs	8,039	9,715
Manager costs	20,133	21,959
Teacher costs	8,237	7,537
Salaries	113,396	78,144
Light and heat	18,747	18,345
Travel costs	10,048	12,830
Publicity and newsletter	11,472	12,856
Vehicle costs Book purchases	3,435 4,285	3,528 4,333
Library costs	429	-,000
	280,731	261,549
Governance costs		
Accountancy	1,410	902
Professional fees	735	5,746
Carried forward	2,145	6,648

This page does not form part of the statutory financial statements

<u>Detailed Statement of Financial Activities</u> for the Year Ended 31 December 2007

	31 12 07	31 12 06
	£	£
Governance costs		
Brought forward	2,145	6,648
Meeting costs	231	350
Auditors' remuneration	2,670	2,768
Direct costs	1,322	3,261
Loss on sale of tangible fixed assets	967	102
	7,335	13,129
Support costs		
Management		
Donations	50	-
Finance		
Telephone	5,066	4,488
Bank and credit card charges	4,354	3,916
Freehold property	3,093	3,094
Tools and equipment	11,131	7,072
Books	631	137
Motor vehicles	361	181
	24,636	18,888
Total resources expended	313,891	293,566
Net income/(expenditure)	———— 19,648	33,539
not mooned expenditure,		=====

This page does not form part of the statutory financial statements