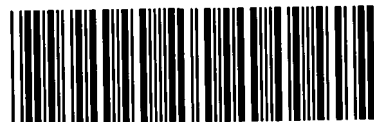


**London Shambhala Meditation Centre**  
**Financial Statements**  
**Year to 31<sup>st</sup> August 2016**

**Charity registration number: 1073977**  
**Company registration number: 3605572**



# **The London Shambhala Meditation Centre**

## **Report from the Trustees for the 2015-16 Accounts**

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### **Reference and administrative information**

Charity name: The London Shambhala Meditation Centre  
Charity registration number: 1073977  
Company registration number: 3605572  
Registered Office and operational address: 27 Belmont Close, London SW4 6AY

#### Trustees 2015-16

David Hope

Merlin Cox

Jane Ward

Philip Cohen

David Rule

No trustees have resigned or been appointed since 31st March 2015.

#### Company Secretary

Jeremy Taylor

### **Structure, Governance and Management**

#### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 27th July 1998 and registered as a charity on 16th February 1999. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

#### Recruitment and Appointment of Trustees

The Directors of the company are also charity trustees for the purposes of charity law. The method for the recruitment and appointment of new trustees is by election by the membership at the Annual General Meeting, or by an Extraordinary General Meeting specially convened for the purpose of appointing trustees. All trustees give their time voluntarily and receive no benefits from the charity.

## **Objects and Activities**

The charity's objects as set out in the Memorandum of Association are:

1. To advance the education of the public in the principles and practices of Buddhism and the related education programmes of Shambhala training and Nalanda education.
2. To organise meetings, classes and training courses.
3. To publish, issue and circulate such papers, books or other publications as shall further the said objects.

### **Public benefit**

The Centre provides public benefit by providing meditation instruction and by enabling fuller understanding of the principles and practices of Shambhala Buddhism, which fosters both personal development and compassion and promotes altruism and social engagement. Meditation instruction is given without charge to any member of the public who comes to the Centre's meditation sessions and people on low incomes are not excluded from the opportunity to benefit from the Centre's activities. The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work.

The majority of the charity's activity comprises provision of meditation instruction and training in the principles and practice of Shambhala Buddhism.

## **Achievements and Performance**

### **Activities**

The centre is open for meditation on Monday and Wednesday evenings. Meditation instruction is provided on both evenings and they are consistently well attended. Open house talks are offered on certain Monday evenings. Monthly community meditation mornings are also held.

Weekly evening courses (on Tuesday or Thursday evenings) and one or two-day weekend programmes are regularly organised, covering the basic principles and practice of Shambhala Buddhism. Senior practitioners gather regularly at the Centre in order to practise together. During the year there were visits from senior Buddhist teachers who gave teachings on various aspects of Buddhist principles and practices.

The centre runs a course of study and practice called The Way of Shambhala, involving five-week evening courses and weekends. This curriculum gives a structured introductory training in meditation and the teachings of Shambhala Buddhism. In the field of Nalanda (Shambhala arts), there are practice opportunities for Kado, the way of flowers, amongst other arts practices.

There are several regular dates on the Centre's calendar. These include the annual Shambhala Day celebration, falling in February/March (which marks the start of the new year), and the autumn equinox celebration, the Harvest of Peace, in September. On both occasions, the community gathers to practise together, listen to an address from our teacher, hold a community discussion and celebrate with a reception. In December, a Winter Celebration or Children's Day is held which is attended by members of the community of all ages but particularly children associated with the community.

### **Future plans**

The charity plans to continue the comprehensive programme of activities and courses as described above.

## **Financial Review**

The charity recorded a surplus of £7,173 for the year. There was an increase in membership dues and more of the centre's educational programmes. Some of the increased income went towards a substantial programme of maintenance to the charity's premises. The Trustees are satisfied that the charity remains a going concern.

### **Reserves policy**

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organization, under a policy whereby the aim is to have at least six months' unrestricted funds not committed or invested in tangible fixed assets. Annual expenditure on overheads is up to £60,000, therefore the target is £30,000. The reserves are needed to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities in the event of a significant drop in funding. At the balance sheet date the free reserves were £60,081, and so the Trustees have designated £30,000 of this as a Contingency Reserve.

## Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees 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 confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.

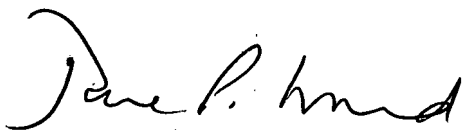
Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2016 was 5 (2015 - 5).

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

### Independent examiner

Rupert Taylor was appointed as the charitable company's independent examiners for the year and has expressed his willingness to act in that capacity.

Approved by the trustees on 10th December 2016 and signed on their behalf by:



..... Jane Ward, trustee



..... Merlin Cox, trustee

## **Independent examiner's report to the trustees of London Shambhala Meditation Centre**

I report on the accounts of the company for the year ended 31<sup>st</sup> August 2015 which are set out on pages 7 to 12.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- 2 to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



..... 12th December 2016

**Rupert Taylor**  
31 Lena St,  
Bristol BS5 6DB

**London Shambhala Meditation Centre**  
**Statement of Financial Activities**  
**(incorporating Income & Expenditure Account)**  
**Year to 31st August 2016**

		Total funds 2016 (All unrestricted)	Total funds 2015 (All unrestricted)
	Notes	£	£
<b>Income:</b>			
Donations	[2]	52,037	52,313
Charitable activities	[3]	74,292	63,398
Investments		32	46
<b>Total Income</b>		<b>126,361</b>	<b>115,757</b>
<b>Expenditure:</b>			
Charitable activities	[4]	119,189	92,262
<b>Total Expenditure</b>		<b>119,189</b>	<b>92,262</b>
<b>Net Income / (Expenditure)</b>		<b>7,173</b>	<b>23,495</b>
Transfers between funds		-	-
<b>Net Movement in funds</b>		<b>7,173</b>	<b>23,495</b>
Total funds brought forward		56,690	33,195
<b>Total funds carried forward</b>		<b>63,862</b>	<b>56,690</b>

# London Shambhala Meditation Centre

## Balance Sheet

As at 31st August 2016

	Notes	2016 £	2015 £
<b>Fixed Assets</b>	[5]	712	669
<b>Current Assets</b>			
Debtors and prepayments	[6]	3,823	4,276
Cash at bank and on hand		60,710	55,088
Stock for resale		680	-
		<u>65,213</u>	<u>59,363</u>
<b>Current Liabilities</b>			
Creditors and accruals	[7]	2,063	3,343
		<u>63,150</u>	<u>56,020</u>
<b>Net Current Assets</b>			
		<u>63,150</u>	<u>56,020</u>
<b>Net Assets</b>		<u>63,862</u>	<u>56,690</u>
<b>The funds of the charity:</b>			
<b>Unrestricted funds:</b>			
General funds	[8]	30,081	21,511
Designated funds	[8]	33,781	35,179
		<u>63,862</u>	<u>56,690</u>

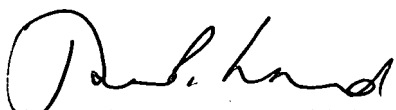
The company is exempt from the requirements relating to preparing audited accounts in accordance with Section 477 of the Companies Act 2006.


The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees on 10th December 2016 and signed on its behalf by:

  
.....  
Jane Ward  
Trustee.

  
.....  
Merlin Cox  
Trustee.



# London Shambhala Meditation Centre

## Notes to the Accounts

Year to 31st August 2016

### [1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

#### (a) Basis of preparation

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015), as amended by Update Bulletin 1 issued on 2nd February 2016, the Charities Act 2011 and the Companies Act 2006.

London Shambhala Meditation Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### (b) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. At the date of transition, no restatements were required, other than those necessary to reallocate 2014-15 figures to the SORP 2015 headings, where those differ from the previous SORP.

#### (c) Preparation of the accounts on a going concern basis

The charity's income is largely stable, with regular donations and activities, and a small surplus was generated during the year. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

#### (d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such deferred income during the year in question.

#### (e) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

#### (f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### (g) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. There were no such funds during the year in question.

#### (h) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. As the charity is not registered for VAT, all expenditure is expressed inclusive of VAT, which is charged as a cost against the activity for which the expenditure was incurred.

Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes. There were no such costs during the year in question.

[ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities, and those costs of an indirect nature necessary to support them.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

# London Shambhala Meditation Centre

## Notes to the Accounts (continued)

Year to 31st August 2016

(i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

(k) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method. Individual items costing less than £200 are not treated as fixed assets.

(l) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

(m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(n) Creditors

Creditors are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

(o) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

[2] Income from donations

	2016	2015
Members donations	31,039	25,782
Other individual donations	20,999	26,531
	<hr/> 52,037	<hr/> 52,313

	2016	2015
[3] <u>Income from charitable activities</u>		
Income from programmes	67,967	56,959
Room hire income	2,385	2,616
Sales of books & practice materials	3,940	3,823
	<hr/> 74,292	<hr/> 63,398

The charity received no government grants during the year (2015 nil).

**London Shambhala Meditation Centre**  
**Notes to the Accounts (continued)**  
**Year to 31st August 2016**

**[4] Analysis of expenditure on charitable activities**

	Educational activities	Support costs	Governance costs	2016 Totals	2015 Totals
Shambhala Programme	6,579	-	-	6,579	7,303
Buddhist programme	1,871	-	-	1,871	3,231
Other programmes	27,023	-	-	27,023	15,310
Community events	546	-	-	546	1,626
Shambhala Europe dues	9,010	-	-	9,010	8,584
Administration fees	13,084	1,454	-	14,538	13,650
Books & shop expenses	3,361	-	-	3,361	3,859
Donations paid out	5,871	-	-	5,871	3,550
Rent and rates	-	21,250	-	21,250	20,700
Light and heat	-	1,995	-	1,995	2,027
Telephone and internet	832	92	-	925	687
Cleaning and refuse	-	3,812	-	3,812	2,849
Repairs and renewals	-	15,426	-	15,426	2,318
Insurance	-	2,562	-	2,562	3,184
Postage, printing & stationery	-	651	-	651	481
Bank charges	-	931	-	931	812
Legal and professional fees	-	143	-	143	149
Accountancy	-	84	-	84	272
Independent Examiner's fee	-	-	266	266	266
Marketing and publicity	1,033	-	-	1,033	742
Computer software	-	32	-	32	-
Payments to beneficiaries	642	-	-	642	408
Volunteer expenses	212	-	-	212	-
Sundry expenditure	190	-	-	190	33
Depreciation	-	237	-	237	222
	<u>70,253</u>	<u>48,669</u>	<u>266</u>	<u>119,189</u>	<u>92,262</u>

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. As the charity has only one area of activity, the support and governance costs have not been apportioned.

Costs of Other programmes was higher than the previous year, due to increased activity.

Repairs and renewals increased due to a substantial programme of building repairs and remedial work.

**[5] Tangible Fixed Assets**

	Furniture & fittings £	Religious & art objects £	Equipment £	Totals £
<u>Cost</u>				
Balance brought forward	4,629	708	1,392	6,729
Additions during the year	-	-	280	280
Disposals	-	-	-	-
	<u>4,629</u>	<u>708</u>	<u>1,672</u>	<u>7,009</u>
<u>Depreciation</u>				
Balance brought forward	4,541	696	824	6,060
Eliminated on disposal	-	-	-	-
Charge for the year	-	-	237	237
	<u>4,541</u>	<u>696</u>	<u>1,061</u>	<u>6,297</u>
Net Book Value at 31/08/16:	89	13	611	712
Net Book Value at 31/08/15:	89	13	568	669

# London Shambhala Meditation Centre

## Notes to the Accounts (continued)

Year to 31st August 2016

[6] <u>Debtors and prepayments</u>	<b>2016</b>	<b>2015</b>
Prepayments	3,154	3,143
Sundry debtors	669	1,133
	<hr/>	<hr/>
	3,823	4,276

[7] <u>Creditors and accruals</u>	<b>2016</b>	<b>2015</b>
<i>Amounts due within 12 months:</i>		
Accruals	1,538	1,748
Shambhala Europe dues	-	1,420
Sundry creditors	525	175
	<hr/>	<hr/>
	2,063	3,343

[8] Movements in funds

	Balance at 31/08/2015	Income	Expenditure	Transfers between funds	Balance at 31/08/2016
<u>Unrestricted Funds:</u>					
Designated Funds:					
Dechen Chöling	1,632	4,438	(5,879)	-	192
Wunsche Scholarship Fund	2,877	-	-	-	2,877
Contingency Fund	30,000	-	-	-	30,000
Fixed Assets Fund	669	-	-	43	712
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Designated Funds:	35,179	4,438	(5,879)	43	33,781
General Funds	21,511	121,923	(113,310)	(43)	30,081
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds:	56,690	126,361	(119,189)	-	63,862

Dechen Chöling funds are for the purpose of making donations to the Dechen Chöling Meditation Centre.  
The Wunsche Scholarship fund is for the purpose of subsidising people on low incomes to take part in LSMC activities.  
The Contingency Fund is set aside for running costs as per the charity's Reserves Policy.  
The Fixed Assets Fund is a provision for future depreciation costs on existing assets and represents the value of Fixed Assets at the Balance Sheet date.

[9] Payments to trustees and related party transactions

The trustees received no remuneration during the year (2014-15 nil).  
The trustees received no expenses payments during the year (2014-15 nil).  
There were no other related party transactions during the year.

[10] Staffing

The charity does not employ any staff.  
The key management personnel of the charity are the trustees.