

SATIPANYA BUDDHIST TRUST
TRUSTEES REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2009

WEDNESDAY



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SATIPANYA BUDDHIST TRUST

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SATIPANYA BUDDHIST TRUST

**TRUSTEES REPORT
FOR THE YEAR ENDED 31 DECEMBER 2009**

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report and the financial statements for the year ended 31 December 2009. The Trustees confirm that the annual report and financial statements of the Charity comply with current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "and Reporting by Charities", issued in February 2005.

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

Dr Seetha Kaushalyani Siriwardene (Chair)
Mr Nicholas Eustace Costaras
Mr Don Ernest Wickramaratne Gunasekera
Mr Robert Alfred Poleykett

Trust Secretary

Sharon Hammond

Company Registered Number

05924965

Charity Registered Number

1116668

Registered Office

14 Durham Close
Flitwick, Beds, MK45 1UR

Solicitors

Wace Morgan
2 Belmont
Shrewsbury
SY1 1TD

Bankers

HSBC
42 Courtenay Street
Newton Abbot
Devon
TQ12 2EB

Co-Operative Bank

Delf House
Skelmersdale
MN8 6WT

The Charity Bank Limited

194 High Street
Tonbridge
Kent
TN9 1BE

Triodos Bank NV

Brunel House
11 The Promenade
Bristol
BS8 3NN

SATIPANYA BUDDHIST TRUST

Trustees Report (Continued)

STRUCTURE AND GOVERNANCE

Constitution and Governing Document

The charity is a charitable company limited by guarantee and was established on 5 September 2006, as a successor to an unincorporated trust of the same name. It is governed by its Memorandum and Articles of Association. These have not been amended since incorporation. Legal responsibility for the management and stewardship of the Charity is vested in the board of trustees.

Organisational structure and decision making

As set out in the Articles of Association, one-third of the directors/trustees are subject to retirement by rotation on an annual basis. The maximum number of trustees is 5 (of whom up to 2 may be co-opted) at any one point in time. There are currently 4 trustees.

The board of trustees, which meets at least twice a year and also holds meetings by electronic communication, administers the charity. Regular administrative and compliance matters are carried out by the Trust Secretary (a qualified chartered accountant) in consultation with the trustees.

Method of appointment or election of trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the Memorandum and Articles of Association.

Induction and training of new trustees

As part of their induction programme, all new trustees are required to read and be familiar with a number of key documents, including the company's Memorandum and Articles of Association, the predecessor trust's financial statements for prior years and the minutes of board meetings, and the Annual General Meeting. They are also provided with information relating to their duties as trustees (CC3) and encouraged to make full use of the relevant publications on the Charity Commission website.

New trustees are also provided with a Trustees Induction Pack, which includes the documents referred to above, together with additional information about the Charity including details of procedures at meetings, information about the existing trustees and the Charity's policy on conflicts of interest.

Relationship with other organisations

The charity is not closely associated with any other organisations. Occasionally it may liaise with similar organisations, for example in arranging venues for meditation classes.

Risk management

The trustees have established a risk management strategy which will include an annual review of the risks that the charity faces, together with follow up work to monitor progress on managing risk.

In accordance with this strategy, during the period the trustees assessed the major risks to which the charity is exposed, in particular those relating to the operations and finances of the charity and confirm that they have instigated action to establish systems to mitigate the significant risks.

They have concluded that maintaining the unrestricted reserves at the level stated below (see Financial Review – Reserves Policy), combined with a regular review of the operational and financial systems and controls will provide sufficient resources in the event of adverse conditions.

Related Party Transactions

There were no related party transactions during the year.

SATIPANYA BUDDHIST TRUST

Trustees Report (Continued)

OBJECTIVES AND ACTIVITIES

Objects of the Charity as set out in its Governing Document

The principal objects of the Charity are to advance Buddhism by

- teaching the practice of Insight Meditation (Vipassana Bhavana) as taught by the Mahasi Tradition of Burma and the Buddhadhamma (the teachings of Buddha),
- providing teacher training in Insight Meditation with the Mahasi Tradition, and
- furthering the Buddhadhamma and Insight Meditation

Review of activities

During 2009, a formal programme of retreats was run. Primarily, this included Mahasi Vipassana Insight Meditation retreats, led by the Trust's spiritual director Bhante Bodhidhamma

In addition the retreat programme has included retreats on contemplative living, mindfulness based stress reduction, and work retreats. A number of these retreats were run by meditation teachers under the guidance of Bhante Bodhidhamma

The retreat programme is open to all adult members of the public and the formal retreats provide the opportunity for meditators to develop and deepen their formal practice. There are also opportunities to study Buddhism and to benefit from periods of calm reflection and contemplation. In addition to retreats held at the retreat centre, meditation retreats were held elsewhere in the UK and also in Europe

The Trust has a website www.satipanya.org, which sets out full details of the Trust's work. The website also provides the public with access to Buddhist teachings, including essays, recommended further reading and audio files that can be downloaded free of charge

A regular newsletter is also published. This is sent to the Trust's supporters and is also available on the website

Public Benefit

The trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charities Commission

The retreat programme at Satipanya Buddhist Retreat is open to all adult members of the public. As well as formal meditation retreats, there are also periods based around contemplative living. Retreats also cover other themes such as body care, mindfulness based stress reduction, meditative country walks, and the development of goodwill (metta)

The various retreats provide participants with the opportunity to deepen their meditation practice, to develop calmness and to improve their well being, in a peaceful rural setting

Attendance on retreats at Satipanya Buddhist Retreat is offered free of charge. Participants are given the opportunity to offer donations (*dana*) at the end of the retreat

As well as retreats at the main centre, one week, weekend and one day events are also held throughout the UK and also in Ireland and Europe. Again the retreats and events are available to all adult members of the public

The Trust's website includes audio files, which are available for free downloading, and printed essays on a range of Buddhist related subjects

Volunteers

The charity is very grateful for the contribution made by its volunteers, who assist in a wide variety of areas including office and administrative work, maintaining and updating the Satipanya website, together with maintenance work, gardening, and cooking at Satipanya Buddhist Retreat

SATIPANYA BUDDHIST TRUST

Trustees Report (Continued)

ACHIEVEMENTS AND PERFORMANCE

Review of Performance against Objectives

In the financial statements for the period ended 31 December 2008 the Trustees identified three main objectives for 2009

- to reduce the outstanding balance on the mortgage

the mortgage balance was reduced during the year to £74131 from an opening balance of £98371

- to introduce a temporary ordination week at the Centre

a temporary ordination week took place, during which four participants took temporary ordination

- to increase the number of meditators staying at the Centre

there was an increase of approximately 2% in the number of meditators attending retreats at the Centre, whilst the total number of retreat days attended increased by approximately 25% (ie on average, meditators spent longer at the centre than in the previous year)

FINANCIAL REVIEW

Review of financial position

The Trust is well supported in its tasks by the generosity of its many friends and supporters, with total income from donations (together with Gift Aid claimed) for the year ended 31 December 2009 of £65244. The Trust also received interest income of £46.

The generosity of friends and supporters has enabled a significant part of the Trust's spending to be directed towards the provision, enhancement and maintenance of the facilities at Satipanya Buddhist Retreat. The Trust was also able to make a lump sum capital repayment of £23000 on its mortgage, with the result that the mortgage as at 31 December 2009 was reduced to £74131.

Reserves Policy

A formal reserves policy has been established by the trustees. This will be reviewed annually (and more often should significant changes in circumstances arise).

In accordance with the reserves policy, unrestricted funds not committed to tangible fixed assets should be sufficient to cover ongoing expenditure for a period of six months together with an estimate of the legal and professional fees that would be incurred should the need to sell the Trust's property ever arise. The trustees have calculated on this basis that at least £20000 needs to be retained as unrestricted free reserves.

As at 31 December 2009, free reserves (ie excluding those funds designated or committed to fixed assets) stood at £63021. It is anticipated that the free reserves will decrease during the next year, during which it is planned to make further mortgage capital repayments. Full details of the charity's reserves are provided in notes 6.1 and 6.2 to the financial statements.

Investment policy

Under the Memorandum and Articles of Association the charity has the power to make any investments which the trustees see fit. The trustees have considered the most appropriate policy for investing funds and have found that investment in short term cash deposits meets their requirements in terms of the objects of the charity.

SATIPANYA BUDDHIST TRUST

Trustees Report (Continued)

PLANS FOR THE FUTURE

The trustees have identified the following objectives for the year to 31 December 2010

- to continue to reduce the outstanding balance on the mortgage
- to complete the construction of the Stupa
- to introduce a meditation retreat on the theme of death and dying

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company and Charity law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the Charity and of its financial activities for that period. In preparing those financial statements, the trustees are required to

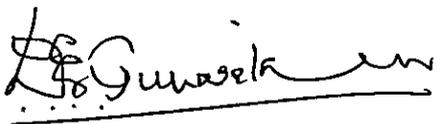
- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts, and
- prepare the financial statements on a going concern basis, unless it is inappropriate to presume that the charity will continue in operation

The trustees have overall responsibility for ensuring that the company has appropriate systems of control, financial or otherwise. They are also 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 accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Audit Exemption

The company qualifies as a small company as defined in S477 Companies Act 2006. The directors have taken advantage of the total exemption from an audit provisions in S477 (1) of the Act (as it applies to registered charities).

This report was approved by the Board of Directors and Trustees and signed on their behalf on 25 August 2010 by



Mr Don Ernest Wickramaratne Gunasekera (Acting Chair)

SATIPANYA BUDDHIST TRUST

Independent examiner's report to the trustees of Satipanya Buddhist Trust

I report on the accounts of the company for the year ended 31 December 2009, which are set out on pages 9 to 15

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 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 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the 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

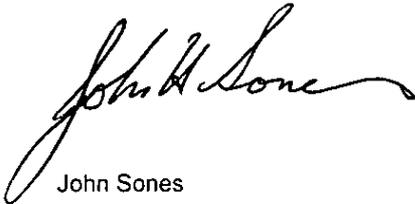
In connection with my examination, no matter has come to my attention

(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 Charities

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



John Sones
27 Cressex Close
Binfield
Berkshire
RG42 4DR

25 August 2010

SATIPANYA BUDDHIST TRUST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2009

		Restricted	Unrestricted	2009 Total	2008 Total
Incoming Resources	Note				
Donations & Gifts	2 1	0	65244	65244	85339
Legacies	2 1	0	0	0	0
Investment Income	2 2	0	46	46	2139
Total Incoming Resources		<u>0</u>	<u>65290</u>	<u>65290</u>	<u>87478</u>
Resources Expended					
Charitable Activities	2 3	0	32491	32491	44836
Governance Costs	2 4	0	100	100	100
Total resources expended		<u>0</u>	<u>32591</u>	<u>32591</u>	<u>44936</u>
Net incoming/(outgoing) resources before transfers		0	32699	32699	42542
Transfers between funds		0	0	0	0
Net incoming/(outgoing) resources before Revaluations		<u>0</u>	<u>32699</u>	<u>32699</u>	<u>42542</u>
Gains and (losses) on revaluations and disposals of fixed assets for the charity's own use		0	0	0	0
Net movement in funds		<u>0</u>	<u>32699</u>	<u>32699</u>	<u>42542</u>
Reconciliation of funds					
Total funds brought forward		0	326647	326647	284105
Total funds carried forward	6 1	<u>0</u>	<u>359346</u>	<u>359346</u>	<u>326647</u>

SATIPANYA BUDDHIST TRUST

**BALANCE SHEET
AS AT 31 DECEMBER 2009**

		2009		2008
	Note			
Fixed Assets				
Tangible Assets	3 1	366456		361031
Investments		<u>0</u>		<u>0</u>
		366456		361031
Current Assets				
Debtors	4 1	2655		3641
Cash at bank and in hand		66502		67871
		<u>69157</u>		<u>71512</u>
Liabilities				
Creditors falling due within one year				
Creditors and accruals	4 2	2136		7525
Bank Loan	4 3	<u>2616</u>		<u>2703</u>
		4752		10228
Net current assets		64405		61284
Creditors falling due after more than one year				
Bank Loan	4 3	(71515)		(95668)
Net assets		359346		326647
Charity Funds				
Restricted funds	6 1	0		0
Unrestricted – Designated Funds	6 1	296325		289660
Unrestricted – General Funds	6 1	63021		36987
		359346		326647

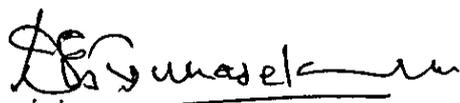
For the year ending 31 December 2009 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

The directors have confirmed that 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 have acknowledged their responsibilities for for complying with the requirements of the Act 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

Signed on behalf of the board of Directors and Trustees on 25 August 2010 by



Mr Don Ernest Wickramaratne Gunasekera (Acting Chair)

SATIPANYA BUDDHIST TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2009

1 ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2005). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005, applicable accounting standards and the Companies Acts 1985 and 2006.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the trustees named on page 3.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the company is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the company being notified of an impending distribution or the legacy being received.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment is receivable.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management. Governance costs are those incurred in connection with compliance with constitutional statutory requirements.

SATIPANYA BUDDHIST TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2009

1.6 Tangible fixed assets and depreciation

All assets costing more than £1000 are capitalised

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold Property	- 1-2% straight line
Plant and Equipment	- 20% straight line
Motor Vehicles	- 20% straight line
Furniture and Fixtures	- 20% straight line

1.7 Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

1.8 Foreign currencies

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the balance sheet date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction. Exchange gains and losses are recognised in the SOFA account.

1.9 VAT

The charity is not registered for VAT. In common with many other registered charities, Satipanya Buddhist Trust's expenses are inflated by VAT, which cannot be recovered.

SATIPANYA BUDDHIST TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2009**

	2009	2008
2 1 Voluntary Income		
Donations and gifts	65244	85339
Legacies	0	0
	65244	85339
2 2 Investment Income		
Interest received on cash deposits	46	2139
Dividend income	0	0
	46	2139
2 3 Charitable Activities		
Food, welfare, grants & allowances	7006	8152
Maintenance & repairs	4947	7332
Depreciation & written off tangible assets	4711	8110
Utilities and council tax	2324	2155
Insurance	799	733
Travel	1805	1716
Printing, Postage & Stationery	907	2129
Legal and professional fees	1882	282
Admin incl telephone, fax & internet	852	776
Bank charges	1063	50
Sundry capital (individual items less than £1,000)	1927	4372
Loan Interest	4268	9029
	32491	44836
2 4 Governance		
Legal & compliance costs	100	100

2 5 Analysis of Resources Expended by Expenditure Type

	Dep'cn 2009	Other 2009	Total 2009	Total 2008
Charitable Activities	4711	27780	32491	44836
Governance	0	100	100	100
Total resources expended	4711	27880	32591	44936

2 6 Net Incoming Resources

This is stated after charging Depreciation written off tangible fixed assets	4711	8110
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During the period, no trustees received any remuneration
 During the period, no trustees received any benefits in kind
 During the period, no trustees received any reimbursement of expenses

2 7 Staff Costs and Numbers

There were no employees during the period

SATIPANYA BUDDHIST TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2009**

3 1 Fixed Assets

	Freehold Land & Buildings	Plant & Machinery	Fixtures & Fittings	Motor Vehicles	Total
Cost					
At 1 January 2009	365231	0	4783	0	370014
Additions	10136	0	0	0	10136
Disposals	0	0	0	0	0
At 31 December 2009	<u>375367</u>	<u>0</u>	<u>4783</u>	<u>0</u>	<u>380150</u>

Depreciation

At 1 January 2009	7153	0	1830	0	8983
Charge	3754	0	957	0	4711
Disposals	0	0	0	0	0
At 31 December 2009	<u>10907</u>	<u>0</u>	<u>2787</u>	<u>0</u>	<u>13694</u>

Net Book Value

At 31 December 2009	<u>364460</u>	<u>0</u>	<u>1996</u>	<u>0</u>	<u>366456</u>
At 31 December 2008	358078	0	2953	0	361031

4 1 Debtors

Debtors comprises Gift Aid receivable of £2655 in respect of donations received during the year

4 2 Creditors & Accruals

The balance at 31 December 2009 represents accruals for utility and telephone costs, together with the balance owed on the credit card at the year end

4 3 Bank Loan

The Trust has a mortgage loan from Triodos Bank NV that is secured on the property. The loan is a repayment mortgage with a term of 20 years. The balance owed at 31 December 2009 totalled £74131 (2008 - £98371), of which £2616 is repayable by instalments within one year.

SATIPANYA BUDDHIST TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2009**

6 1 Summary of Funds

	As at 1 Jan 2009	Incoming Resources	Resources Expended	Transfers in/(out)	As at 31 Dec 2009
Designated Funds					
Fixed Assets	361031	0	0	5425	366456
Mortgage Loan (less related deposit)	(98371)	0	0	24240	(74131)
Library Fund	6000	0	0	(6000)	0
Welfare Fund	6000	0	0	(6000)	0
Bore Hole Fund	5000	0	0	(5000)	0
Stupa Fund	10000	0	0	(6000)	4000
Sub Total Designated Funds	289660	0	0	6665	296325
General Funds	36987	65290	(32591)	(6665)	63021
Sub Total Unrestricted Funds	326647	65290	(32591)	0	359346
Restricted Funds	0	0	0	0	0
Total of Funds	326647	65290	(32591)	0	359346

**6 2 Analysis of Net Assets
Between Funds**

	Restricted Funds	Unrestricted Funds	Total Funds 31/12/09
Tangible Fixed Assets	0	366456	366456
Fixed Asset Investments	0	0	0
Current assets	0	69157	69157
Creditors due within one year	0	(4752)	(4752)
Creditors due after one year	0	(71515)	(71515)
	0	359346	359346

Fixed Assets

The tangible fixed assets are to be used for charitable activities and there are no plans to dispose of the assets. Funds relating to the tangible fixed assets are therefore held as designated funds. Appropriate depreciation is charged to the funds.

The fund is stated after deducting the mortgage loan (see note 4.3), that is secured on the property.

Library Fund

This represents funds previously designated to help finance the cost of establishing a library at Satipanya Buddhist Retreat. During the year the brought forward fund balance was transferred to general funds.

Welfare Fund

Funds had been set aside to meet anticipated future welfare costs. During the year the brought forward fund balance was transferred to general funds.

Bore Hole Fund

At the start of the year the Trust had undertaken the initial work on drilling a bore hole for the purpose of supplying water to Satipanya Buddhist Retreat. The project was completed during 2009.

Stupa Fund

Funds were designated in 2008 to cover the anticipated costs of constructing a stupa at the retreat centre. Work on the Stupa was commenced in 2009 and is planned to be completed in 2010.