

# AUKANA TRUST

2023



ANNUAL REPORT

## LEGAL AND ADMINISTRATIVE DETAILS

The Aukana Trust is a religious charity whose object is the promotion of the Buddhist Faith. It was established by a Deed of Trust on 17 June 1985 and registered with the Charity Commission (registration number 326938) on 19 September 1985.

The Spiritual Head of the charity is Paul Harris.

### **Trustees:**

David Gilbert, Chairman

Paul Harris

Brother Nigel Skene

Anda Lutkevics

Peter Case

Elizabeth Kemp

As Spiritual Head of the Aukana Trust, Paul Harris has the right to nominate all new trustees. Also, a new trustee may be appointed by a resolution of a meeting of the trustees.

### **Address of the charity:**

9 Masons Lane, Bradford on Avon, Wiltshire, BA15 1QN

telephone: 01225 866821

e-mail: [info@aukana.org.uk](mailto:info@aukana.org.uk) Website: [www.aukana.org.uk](http://www.aukana.org.uk)

### **Addresses of monasteries run by the charity:**

The Monastery of Absolute Harmony,

9 Masons Lane, Bradford on Avon, Wiltshire, BA15 1QN

The Monastery of Infinite Compassion,

10 Masons Lane, Bradford on Avon, Wiltshire, BA15 1QN

### **Address of the meditation centre administered by the charity:**

The House of Inner Tranquillity,

9-10 Masons Lane, Bradford on Avon, Wiltshire, BA15 1QN

### **Address of teacher's accommodation administered by the charity:**

8 Masons Lane, Bradford on Avon, Wiltshire, BA15 1QN

### **Bankers:**

HSBC Bank plc, 46 Fore Street, Trowbridge, Wiltshire, BA14 8EL

### **Solicitors:**

Bishop, Longbotham and Bagnall, 3 Church Street, Bradford on Avon, Wiltshire, BA15 1LR

### **Independent Examiner:**

Stephen Passfield, 5 Clearwood, Dilton Marsh, Nr Westbury, Wiltshire, BA13 4BD

## AIMS AND ORGANISATION

To quote from the Trust Deed the object of the charity is *'to promote the Buddhist Faith in all aspects including both meditative and theoretical aspects and in furtherance of this object but not further or otherwise:-*

a) *To provide facilities for the general public to attend lectures and classes concerning the Buddhist Faith;*

b) *To provide libraries and facilities for writing translating printing publishing and selling books and pamphlets; and*

c) *To establish centres schools colleges institutions monasteries nunneries communities and retreats in the United Kingdom and elsewhere and to provide such support as may be necessary for persons attending the same for the purpose of studying the Buddhist Faith.'*

## REVIEW OF ACTIVITIES AND ACHIEVEMENTS

The Aukana Trust has regard for the Charity Commission's guidance on public benefit in the preparation of this report.

At the House of Inner Tranquillity Meditation Centre and associated monasteries in Bradford on Avon the Trust provides facilities for instruction in the teaching of the Buddha. There are two seasons of weekly meetings held at the Centre which are attended by local members. Online Zoom meetings were introduced in the spring of 2023 to enable members of the group who live at distance to partake in Q&A sessions with Paul Harris. These are open for anyone on the Trust's email list to attend.

Following are activities during the year ending 30 September 2023:

- 39 weekly group meetings held with an average attendance of 24 people.
- 5 Lecture and Q&A meetings were streamed live from the Centre and 1 additional interactive livestreams was conducted on the HoIT Facebook page.
- 13 fortnightly Zoom meetings were held with an average attendance of 26 people. Of the 57 different people attending 22 were local and 35 live at a distance.
- A full schedule of retreats was on offer with 11 6-day silent, 4 6-day integrated and 6 weekend retreats completed. 82 out of the 84 places available were filled.
- 38 new videos were added to the HoIT YouTube channel. The channel had 131 videos in total and 46 new subscribers and 6,492 views in the year.
- 11 Podcasts were uploaded during the year making a total of 158. There were 5,663 listens during the year.
- The HoIT Facebook page had 667 followers at year end.
- The Friends of HoIT Facebook page – a group administered by meditators who post regularly – had 724 members at year end.

All the media platforms can be reached from the Aukana Trust web site. The Trust's 10 published book titles can also be ordered through the web site via an online shopping cart facility or by contacting the Trust directly.

On 30 September 2023 one monk was in residence fully supported by the Trust. The Trust provided financial support for Paul Harris as meditation teacher as authorised in section 14 of the Trust Deed. The Trust also supported a full-time lay student and trustee, Anda Lutkevics, who has been in residence since February 2000 and works as housekeeper and administrator.

In keeping with Buddhist traditions, no charge is made for any of the facilities offered by the Trust. The major part of the Trust's income derives from donations. This financial year roughly 63% of this is made up of various miscellaneous donations and monthly donations from 63 meditators and supporters which contributed £24,419. Donations received for residential meditation courses contributed 19% and a Gift Aid tax reclaim contributed 13% of the total income.

For meditators attending and practising at the Centre, an integral part of the Buddha's training is the development of generosity, service and friendliness in all aspects of life. Over the year the Trust has received various non-financial donations, particularly in respect of food and household goods as well as assistance from meditators in the day-to-day upkeep of the Centre.

## RESERVES POLICY

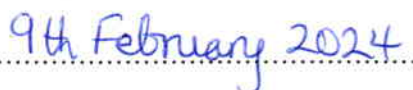
To reflect the high potential costs of repairs to the buildings the Trustees aim to maintain reserves at a minimum level of 2 times the annual expenditure with the exclusion of exceptional items. The policy is reviewed annually. At 30 September 2023 the Trust had cash reserves of £175,498. Total expenditure for the year was £69,427. The reserves are about 2.5 times this figure.



Trustee



Trustee



Date



Section A

Independent Examiner's Report

Report to the trustees/ members of

AUKANA TRUST

On accounts for the year ended

30 SEPTEMBER 2023

Charity no (if any)

326938

Set out on pages

1 TO 3

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 SEPTEMBER 2023.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

13/12/23

Name:

STEPHEN JAMES PASSFIELD

Relevant professional qualification(s) or body (if any):

[Empty box]

Address:

S CLEARWOOD, DILTON MARSH, WESTBURY, WILTSHIRE, BA13 4BD

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

*No matters of concern identified.*

**AUKANA TRUST (Charity no 326938) RECEIPTS & PAYMENTS, 1.10.2022 to 30.9.2023**

	22-23	21-22
<b>RECEIPTS</b>		
<b>Donations</b>		
Donations - General	49,736.77	49,370
Donations - Meditation courses	15,275.00	13,835
Donations - Workshops	315.00	255
Income Tax recovered	10,502.73	5,736
Interest	1,932.18	964
	77,761.68	70,160
<b>Receipts from operating activities</b>		
<b>Aukana book and shop sales</b>		
Sales of Aukana published books	426.72	443
Shop sales of purchased books, incense etc.	303.10	296
	729.82	739
<b>Fund raising/Other receipts</b>		
Sale of garden equipment	300.00	0
Library fines	29.05	0
Open day tea stall	253.00	0
Garden plant sales	182.46	0
	764.51	0
<b>TOTAL RECEIPTS</b>	<b>79,256.01</b>	<b>70,898</b>
<b>RECONCILIATION</b>		
<b>TOTAL RECEIPTS</b>	<b>79,256.01</b>	<b>70,898</b>
less <b>TOTAL PAYMENTS</b>	<b>69,427.21</b>	<b>59,435</b>
<b>NET RECEIPTS</b>	<b>9,828.80</b>	<b>11,463</b>
plus <b>OPENING CASH FUNDS 1.10.2022</b>	<b>165,668.96</b>	<b>154,206</b>
<b>CLOSING CASH FUNDS 30.9.2023</b>	<b>175,497.76</b>	<b>165,669</b>
Reconciled to Assets and Liabilities schedule		
<b>PAYMENTS</b>		
<b>Monasteries &amp; Meditation Centre</b>		
Repairs & maintenance, servicing	18,253.51	14,571
Electricity	2,735.03	1,902
Gas	2,315.14	2,364
Water	1,644.38	1,505
Council Tax	6,540.83	6,254
Insurance	4,368.76	3,817
Gardens	1,788.21	377
	37,645.86	30,790
<b>Monastic &amp; Retreats</b>		
Food & household goods	5,613.99	4,899
Monastic medical expenses	171.79	527
Monastic uniforms	0.00	31
	5,785.78	5,457
<b>Communications &amp; Administration</b>		
Audio/Visual teaching aid costs	201.45	97
Printing, stationery, computer/network costs	681.26	565
Telephone and broadband	430.36	530
Postage	65.34	137
Miscellaneous (subscriptions/publicity)	55.00	55
Legal and Professional costs	0.00	0
Bank, PayPal, Amazon etc. charges	91.76	123
	1,525.17	1,507
<b>Transport</b>		
Motor vehicle: running expenses	1,506.24	1,256
	1,506.24	1,256
<b>Support</b>		
Teachers' support	18,835.00	18,000
Backdated National Insurance contributions	800.80	0
Residential lay students' support	1,875.00	1,340
	21,510.80	19,340
<b>Costs of sales and library facilities</b>		
Purchases for the shop	192.58	66
Publishing costs	0.00	0
Library purchases - USB sticks, books	270.93	18
	463.51	84
<b>Sub-Total</b>	<b>68,437.36</b>	<b>58,434</b>
<b>Other payments - functional equipment</b>		
Equipment: Water heater	223.20	345
Sundries: 4 MP3 players, 10 fire alarms, 6 lights	578.55	64
Garden equipment: Two lawnmowers	188.10	592
	989.85	1,002
<b>TOTAL PAYMENTS</b>	<b>69,427.21</b>	<b>59,435</b>

**AUKANA TRUST (Charity no 326938) STATEMENT OF ASSETS & LIABILITIES, 30.9.2023**

<b>CASH FUNDS</b>			
Bank balances	25,171.91	79,106	
Building Society balance	84,187.55	85,923	
1 Year Fixed Rate Bond	65,000.00	0	
Petty cash	1,040.59	640	
PayPal Business	86.96	0	
Amazon Seller Account	10.75	0	
<b>Total reconciled to Receipts and Payments schedule</b>	<b>175,497.76</b>	<b>165,669</b>	
<b>OTHER MONETARY ASSETS</b>			
Publishing debtors			
Jim Vuyksteke	0.00	0	
Shops	0.00	0	
Mail order	0.00	0	
			0
<b>ASSETS USED BY THE CHARITY</b>			
Freehold property	389,000.00	389,000	
Improvements to above	54,707.57	54,708	
			443,708
<b>OTHER ASSETS USED BY THE CHARITY</b>			
Motor vehicle			
Furniture & equipment			
<b>ASSETS AVAILABLE FOR SALE</b>			
Aukana published book stock	17,444.91	17,532	
Shop stock - books, incense, Buddha figures and cards	148.03	165	
			17,697

Comparison as at 30.9.2022

Actual values

Values at cost

## NOTES TO THE ACCOUNTS

The accounts have been prepared entirely as Receipt and Payment accounts with an accompanying statement of Assets and Liabilities in accordance with Charity Commission Guidance. An Appendix showing details of the Aukana book movements has been provided for the benefit of the trustees.

The funds of the Charity are all unrestricted funds so all financial information has been given in total.

### RECEIPTS & PAYMENTS

#### RECEIPTS

**Donations - Meditation Courses:** The donations from those attending meditation courses have the portion above cost used in the tax reclaim according to the rules of Gift Aid – our present suggested donation is £30 per meditator per day.

**Donations - General:** Tax is reclaimed on donations of any value where a Gift Aid Declaration has been signed by the donor. We advise donors that if they wish to give regularly they can set up a monthly standing order and sign a Gift Aid declaration.

**Publishing:** To date, the Trust has published ten books.

#### PAYMENTS

##### **SUPPORT: Teachers**

The annual stipend for Paul Harris was increased from £18,000 to £20,000.

##### **SUPPORT: Residential Lay Student**

The pocket money for resident lay student Anda Lutkevics was increased from £150 to £165 per month.

**REPAIRS AND MAINTENANCE:** Damp issues in no.8 were remedied which included repointing external walls. A ground floor room in no. 8 had the floor replaced and was redecorated and carpeted. The total cost was £15,750.

### STATEMENT OF ASSETS AND LIABILITIES

#### ASSETS USED BY THE CHARITY

**Freehold Property:** The Trust owns three properties:-

9 Masons Lane, Bradford on Avon bought in 1986 for £79,000.

10 Masons Lane, Bradford on Avon bought in 1993 for £200,000.

8 Masons Lane, Bradford on Avon bought in 1997 for £110,000.

#### OTHER ASSETS

**Publishing Debtors and Stocks:** See Statement of Assets and Liabilities and Appendix.

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Trustee

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Trustee

.....  
 9th February 2024

Date

APPENDIX

AUKANA TRUST: PUBLISHING ACCOUNT 2022 - 2023

	514	887	1159	1069	727	883	1154	1368	1494	1588	10843	10890
	Modern Buddhism	Life as a Siamese Monk	Buddhist Character Analysis	Unfolding of Wisdom	Buddhism in a Foreign Land	The Plain Facts	Inner Tranquillity	Meditation Retreat	Purpose of Life	Postcards from Beyond	Totals for 2022-2023	Totals for 2021-2022
Opening physical stocks 1/10/22	514	887	1159	1069	727	883	1154	1368	1494	1588	10843	10890
Cost/book £	1.40	1.85	1.35	1.77	1.92	1.37	1.78	1.57	1.86	1.34		
Stock value £	719.60	1,640.95	1,564.65	1,892.13	1,395.84	1,209.71	2,054.12	2,147.76	2,778.84	2,127.92	£17,531.52	£17,605
<b>Less Net sales for the year</b>	<b>4</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>15</b>	<b>51</b>	<b>41</b>
Less Donations												
Plus returns						3					3	15
Plus stock gains											0	9
Less stock reductions						1					0	0
											2	0
<b>Closing physical stocks 30/9/23</b>	<b>510</b>	<b>885</b>	<b>1156</b>	<b>1063</b>	<b>724</b>	<b>875</b>	<b>1149</b>	<b>1364</b>	<b>1489</b>	<b>1572</b>	<b>10787</b>	<b>10843</b>
Cost/book £	1.40	1.85	1.35	1.77	1.92	1.37	1.78	1.57	1.86	1.34		
Stock value £	714.00	1,637.25	1,560.60	1,881.51	1,390.08	1,198.75	2,045.22	2,141.48	2,769.54	2,106.48	£17,444.91	£17,532

Summary of Publishing Income for the year

	2022-2023	2021-2022
	£	£
<b>Sales receipts for the year</b>	<b>426.72</b>	<b>442.59</b>
Less opening debtors	0.00	0.00
Plus closing debtors	0.00	0.00
	<u>0.00</u>	<u>0.00</u>
<b>Gives actual sales value for the year</b>	<b>426.72</b>	<b>442.59</b>

**Gives actual sales value for the year**

Deduct cost of sales - calculated by Publishing costs	
Value of opening stock	17,605.04
Less value of closing stock	17,531.52
	<u>73.52</u>

**Net receipts for publishing for the year**

	<u>86.61</u>
	<u>340.11</u>
	<u>73.52</u>
	<u>369.07</u>