Angulimala

The Buddhist Prison Chaplaincy

Trustees Annual Report and Financial Statements

For the year ended 31st March 2023

Registered Charity No: 1174475

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Reference and Administrative details

Registered charity number 1174475 Scottish Registered charity number SC051174

Principle Address

The Forest Hermitage Lower Fulbrook Warwickshire CV35 8AS

Bankers

CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ

Independent Examiner

Ruth Bamford FCA DChA Balanced Accountancy Ltd The Dairy, Flexcombe Lane Liss, Hampshire, GU33 6LH

Trustees

Venerable Khemadhammo Mahathera O.B.E. Rev. David Houn Saido Kennaway (passed away 3rd March 2023) Mr. Dominic Clark Ms. Amanda Ruks (Appointed 8th March 2023) Ms. Tanya Dalley (Appointed 8th March 2023)

Spiritual Director

Venerable Khemadhammo Mahathera O.B.E.

Trustees' Report and Strategic Review

The Board of Trustees present their report and financial statements for the year ended 31 March 2023. These comply with current statutory requirements, the charity's constitution, and Statement of Recommended Practice – Accounting and Reporting by Charities: SORP applicable to charities preparing accounts under FRS102.

Structure, governance, and management

Governing document

The Principal Deed, adopted on 22 July 2017, as amended at a general meeting of the Members on 1 September 2018, is the governing document of Angulimala, the Buddhist Prison Chaplaincy. The objects of the charity are as follows:

To make available facilities for the teaching and practice of Buddhism in HM Prisons and other places of lawful detention or custody. Specifically:

- i) To recruit and advise a team of Buddhist visiting chaplains to be available as soon as there is a call for their services;
- ii) To act in an advisory capacity, and to liaise with Ministry of Justice chaplaincy officials, with individual chaplains within HM Prisons, and with any other relevant bodies or officials;
- iii) To provide an aftercare and advisory service for prisoners after release.

The Constitution was amended on 1 September 2018 when the following clause was added to allow the charity to register with the Scottish Charity Regulator:

Nothing in this Constitution shall authorise an application of the property of the CIO for purposes which are not charitable in accordance with section 7 of the Charities and Trustee Investment (Scotland) Act 2005 or section 2 of the Charities Act (Northern Ireland) 2008.

The Constitution is currently being amended to allow future Annual General Meetings to be held online.

Organisation and structure

Angulimala, The Buddhist Prison Chaplaincy (Angulimala) is a Charitable Incorporated Organisation (CIO) governed by its constitution. Membership is open to all Buddhists who are prepared to further the purposes of the CIO.

Trustees' Report and Strategic Review (Continued)

Spiritual Director

The Trustees invites and appoints a suitably qualified adherent of Buddhism to be the Spiritual Director of the CIO.

Appointment of Trustees

The Trustees are appointed by the voting members (who must be appointed Buddhist prison chaplains). This usually takes place at the Annual General Meeting open to all members. The Board of trustees may appoint a trustee between AGMs but then the trustee must stand to be appointed by the voting members at the next AGM. Sadly, Rev. David Houn Saido Kennaway passed away on 3rd March 2023 after a brief illness. The Trustees would like to express their condolences and record his long service to the Charity as Coordinator, Secretary and Chaplain. Amanda Ruks and Tanya Dalley were co-opted as Trustees on 8th March 2023.

The Organisation's Management

Angulimala is governed by the charity trustees consisting of not less than three and not exceeding eleven Members of Angulimala as may be elected at the Annual General Meeting and includes one ex-officio trustee: The Spiritual Director.

At present the organisation does not hold any land or own a permanent administrative centre. The organisation functions with the voluntary support of its experienced members.

Induction and Training of Trustees

The trustees are elected from a pool of active working Buddhist Chaplains. Because they are active within HMPPS, they will already have been security vetted to quite a high standard and they will also be familiar with the way the Angulimala organisation works through attending the quarterly workshops. Explanation is given to new trustees, who have access to minutes of previous meetings and a copy of the Constitution. They are aware of the extensive Charity Commission Guidance and are kept up to date with the current Information.

Objectives and activities

The objects of the Charity, according to its constitution, are to make available facilities for the teaching and practice of Buddhism in Her Majesty's Prisons and other places of lawful detention or custody. Specifically:

- i) To recruit and advise a team of Buddhist visiting chaplains to be available as soon as there is a call for their services;
- ii) To act in an advisory capacity, and to liaise with Ministry of Justice chaplaincy officials, with individual chaplains within HM Prisons, and with any other relevant bodies or officials;
- iii) To provide an aftercare and advisory service for prisoners after release.

Trustees' Report and Strategic Review (Continued)

The chaplains' purpose is:

- To exercise a pastoral ministry to the whole establishment and to ensure the availability of Buddhist Teaching and Practice.
- To encourage the development of Morality, Meditation and Wisdom.
- To be a kalyana mitta or 'spiritual friend' to the registered Buddhists.
- To make a Buddhist contribution to the life of the prison.

They are qualified:

- By their approval by the Spiritual Director of Angulimala
- By their commitment to living by a moral standard of at least that of the Five Precepts and must be a regular meditator.
- By their competent understanding of Buddhist Teaching and Practice. They must have knowledge of Buddhist schools other than the one to which they belong and be willing to help and encourage interest in and practice of those schools when required.

They are accountable to the Spiritual Director of Angulimala and for duties required by the Prison Act. They are responsible for Pastoral care of inmates and staff, including those who are already Buddhists as well as those who are inquiring or just beginning to explore an interest in Buddhism, for Individual and group instruction in the theory and practice of Buddhism and guidance with reading matter and making available Buddhist literature. They may also contribute to reports on Buddhist inmates, for example parole reports. Attendance is required of at least two of Angulimala's quarterly training workshops each year for the first three years and then at least one a year thereafter. They are re-licensed yearly to maintain their endorsement by the Spiritual Director and they are all members of Angulimala.

Summary of the main activities undertaken and achievements

We have 40 active Buddhist Chaplains, responsible for a Buddhist presence in 94 of 123 prisons in England and Wales and in addition to two of the special high security mental health hospitals as other places of lawful detention or custody.

Throughout the year, the Spiritual Director of Angulimala has continued to produce a weekly publication called Buddhist News and Musings. This was distributed by email to all the Prison Chaplaincies who distributed it to their Buddhist prisoners.

Groups practice has been on going but this has been unpredictable at times with staff shortages in some of the prisons. However, Buddhist chaplains have continued to visit prisons and talk to prisoners through the cell door or meet them when confined to the wing.

Angulimala maintains a helpful website that explains its purpose and activities, as well as giving a way for people to start the process of becoming a chaplain. There is also a Facebook page with over a thousand followers. There is a helpful video there that could help with recruitment. https://angulimala.org.uk/https://www.facebook.com/angulimala.buddhistprisonchaplaincy

Trustees' Report and Strategic Review (Continued)

During this period there have been the usual quarterly workshops where the chaplains have been assisted in making their Buddhist contribution within the prison system and been kept up to date on a variety of issues relating to their sessional work. In the colder times of the year 2 of them have been held online using Zoom. The workshops have been well attended in person and online.

Financial review

Angulimala has an unrestricted fund which exists to pay for such costs and expenses as may be incurred to maintain the facilities used by the charity and to further its aims and purposes. It also has another fund which is restricted and exists to provide resources and services set out under the terms of a historic grant received from the prison service in respect of Angulimala's services to the prison service.

Principal funding sources

Angulimala depends on donations and grants. There are a number of standing orders, some members donate their expenses and there are some donations from prisoners. We are also very grateful to receive a number of books and Buddha Rupas. No salaries were paid by the charity to anyone.

The total income in this period was £1,041 (2022: £706)

Funds in deficit

There are no funds in deficit.

Unrestricted fund income and expenditure

In 2023 Angulimala received £918 (2022: £706) from donations, subscriptions, and gift aid. We are grateful to everyone who has supported us with donations.

Expenditure is as follows:

Secretarial and Office expenses: £161 (2022: £269)

Prisoner Supplies: £4,045 (2022: £2,139) The main part of this expense was for printing and posting

Buddhist calendars and creating laminated materials and leaflets for prisoners.

<u>Insurance:</u> £59 (2022: £59) <u>Legal fees:</u> £450 (2022: £Nil)

Accountancy: £65 (2022: £83) is the accountancy cost.

Bank charges: £77 (2022: £96).

Trustees' Report and Strategic Review (Continued)

Religious Consultative Service Grant (restricted fund)

Angulimala received a grant from HM Prison Service up to 2019 in respect of Angulimala's services to the prison service. This money is held within a restricted fund and is used to provide resources and services as set out in the terms of the grant. It covers coming to meetings for mentoring, peer support, and relicensing assessment. Chaplains may also reclaim costs of attending workshops from their individual prison.

The remaining grant money is used to fund 90% of Angulimala's management and trustees' expenses, and 90% of Angulimala's secretarial and office expenses. The remaining 10% of these expenses is funded from the unrestricted reserves.

This year we have expended these amounts which are covered by the grant:

<u>Secretarial and Office expenses:</u> £779 (2022: £1,050) are costs incurred in running Angulimala RCS. <u>Monitoring and licencing of chaplains:</u> expense of £2,375 (2022: £1,020) which covers the workshop and the claim on the grant is mainly for the travelling expenses repayment to chaplains who attended workshop.

<u>Use of venue for workshops</u>: expense of £2,600 (2022: £2,600) We donate £650 per Angulimala workshop to the Forest Hermitage. It is worth noting that to hire a similar room could cost at least £1000 and there is car parking, food, and an office with supplies and storage space for labeled and wrapped Buddha Rupas, books, and laminated pictures.

<u>Insurance:</u> £531 (2022: £532) <u>Accountancy:</u> £585 (2022: £742)

<u>CIO management and trustee expenses</u> £Nil (£2022: £13) are payments in kind, reflecting the costs of administering and the day to day running of the RCS.

Public benefit

The Charitable Incorporated Organisation makes possible the variety of activities that make Buddhist teaching available in prisons and promotes Buddhism through encouraging and facilitating the practices of its chaplains as well as supporting the role of its Spiritual Director. The trustees have paid due regard to the guidance of the Charity Commission on public benefit in carrying out these activities, in particular the specific guidance on charities for the advancement of religion.

Trustees' Report and Strategic Review (continued)

Reserves Policy

Angulimala aims to hold a balance of £20,000 of unrestricted, free reserves, which is immediately accessible from the Charities Aid Foundation bank account. This is to protect the organisation from fluctuating income. The Trustees recognise that the unrestricted reserve is currently much higher than the stated reserves policy. At the end of the financial year Angulimala held £81,255 (2022: £85,071) within unrestricted reserves. The reason for this is that the Government grant is no longer available and the Trustees plan to use unrestricted reserves to continue the organisation's objectives while pursuing future funding opportunities.

Going Concern

The Trustees consider that the organisation has the ability to continue as a going concern beyond the next twelve-month period and while it explores further funding opportunities now that the government grant has been withdrawn.

Risk Review

Consistent with the size of the charity, the trustees review any major risks to which the charity might be exposed and establish systems and procedures to mitigate those risks.

<u>Governance risks</u> are mitigated through the charity's organisational structure, the appointment of a suitably qualified Spiritual Director and a conflict-of-interest policy.

<u>Operational risks</u> of liability or financial loss are covered through insurance and there is a complaints procedure in place. There is also a policy on data handling and protection to avoid data breaches and loss.

<u>Reputational risks</u> are managed through the endorsement process, part of becoming appointed as a Buddhist Chaplain. In addition, all chaplains are licensed and re-licensed annually.

<u>Financial risks</u> are addressed by the trustees and suitable safeguards are in place with regard to expenditure. The finances of the organisation are kept under regular review. The charity has sufficient reserves to continue its operations.

<u>External risks</u>: The trustees make themselves aware of current Government policies which may impact on the trusts activities in these turbulent economic times. In conjunction with our insurers, we continue to keep up to date with the laws and regulations pertinent to the charity.

Trustees' Report and Strategic Review (continued)

Statement of Trustees' responsibilities

The trustees are responsible for keeping proper books of account such as are necessary to give a true and fair view of the charity's state of affairs and to explain its financial transactions. The trustees must also establish and maintain a satisfactory system of control of its books of account, its cash holdings and all its receipts and remittances, and hence is responsible for safeguarding the assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees confirm that the financial statements comply with current statutory requirements, the requirements of the charity's governing document and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities.

The Trustees' report was approved by the Trustees on 30/8/23 and signed on their behalf by

Ms Amanda Ruks Secretary

Independent Examiner's Report to the Trustees of Angulimala, The Buddhist Prison Chaplaincy

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 11 to 19.

Responsibilities and basis of report

As the charity trustees of the Organisation, 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 Organisation's accounts under section 145 of the 2011 Act and in carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of the Organisation as required by section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Report) Regulation 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4. The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Ruth Bamford FCA DChA

Balanced Accountancy Ltd The Dairy Flexcombe Lane Liss Hampshire GU33 6LH

Date: 10/9/23

Financial Statements

Statement of Financial Activities Year ended 31 March 2023

			2023			2022	
		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	Note	f	£	£	£	£	£
Income from:							
Donations and other income	2	1,041	_	1,041	706	-	706
Income from Charitable Activities	2			-	-	_	
Total		1,041	-	1,041	706	-	706
Expenditure on:							
Charitable Activities	3	4,857	6,870	11,727	2,646	5,957	8,603
Total		4,857	6,870	11,727	2,646	5,957	8,603
Net income/(expenditure)		(3,816)	(6,870)	(10,686)	(1,940)	(5,957)	(7,897)
Net movement in funds		(3,816)	(6,870)	(10,686)	(1,940)	(5,957)	(7,897)
Reconciliation of funds							
Total funds bought forward		85,071	13,536	98,607	87,011	19,493	106,504
Total funds carried forward		81,255	6,666	87,921	85,071	13,536	98,607

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above.

The Notes on pages 13 to 19 form part of these financial statements

Balance Sheet As at 31 March 2023

		Total Funds 2023	Total Funds 2022
	Note	£	£
Fixed assets			
Fixed asset investment	4	100	100
Current assets:			
Cash at Bank		88,571	99,332
Total current assets		88,571	99,332
Creditors: amounts falling due within one year	5	(750)	(825)
Net current assets or liabilities		87,821	98,507
Total net assets		87,921	98,607
The funds of the charity			
Restricted	7	6,666	13,536
Unrestricted	7	81,255	85,071
Total charity funds	•	87,921	98,607

The Notes on pages 13 to 19 form part of these financial statements

Approved by the Trustees on 30/8/23 and signed on their behalf by:

Dominic Clark Treasurer

Notes to Financial Statements

1. Accounting policies

1.1. Statutory Information

Angulimala, The Buddhist Prison Chaplaincy, is registered as a charitable incorporated organisation with the Charities Commission of England and Wales and with the Scottish Charities Commission. Its registered office is The Forest Hermitage, Lower Fulbrook, Warwickshire, CV35 8AS.

1.2. Basis of preparation

The financial statements have been prepared on a going concern basis and in accordance with applicable Accounting Standards in the United Kingdom, including the Statement of Recommended Practice — Accounting and Reporting by Charities (SORP), Financial Reporting Standard 102 (FRS 102) and in accordance with the Charities Act 2011, using applied accounting policies.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

1.3. Public benefit entity

The organisation meets the definition of a public benefit entity under FRS 102.

1.4. Going concern

The Trustees consider that there are no material uncertainties about the organisations ability to continue as a going concern.

The Trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

1.5. Income

Recognition of income takes place in accordance with applicable accounting policies and results are presented in accordance with SORP and FRS 102. All incoming resources are included in the Statement of Financial Activities (SoFA) when it is probable that the income will be received and that the amount can be measured reliably.

1.5. Income (continued)

Grants and donations are recorded in the period in which they are received, or the Charity is entitled to the income. Any donations tied to a particular purpose are credited to restricted reserve.

Income from revenue grants and other grants are credited to the Statement of Financial Activities when received or receivable. Where unconditional entitlement to grants receivable is dependent on fulfilment of conditions within the Charity's control, the incoming resources are recognised when there is sufficient evidence that conditions will be met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred.

1.6. Gifts and services in kind

Donated expenses from volunteers are recognised as income when the charity has control over the item, it is probable that the item will be donated, and that economic benefit can be measured reliably.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The value of services provided by volunteers has not been included in the Statement of Financial Activities.

1.7. 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.

1.8. Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted general funds are donations and other incoming resources received or generated for the charitable purposes. The General Fund has to provide for the net deficit of any activities that have inadequate income of their own and for the general administration of the Charity.

1.9. Expenditure and irrecoverable VAT

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 that the amount of the obligation can be measured reliably. Resources expended include attributable VAT which cannot be recovered. Expenditure is classified under the following activity headings:

1.10. Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the overhead costs of the central function, is apportioned on the basis of project expenditure.

The Trustees have consistently applied a 90% allocation of overhead and support costs to the restricted fund for HM Prison and Probation Service as the implementation of this work is the single priority for Angulimala.

1.11. Fixed Asset investments

Fixed asset investments are recognised at fair value. The organisation owns shares in a single dormant company the value of which is held at historical cost.

1.12. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.13. Cash at bank and in hand

Cash balances exclude any funds held on behalf of service users.

1.14. Creditors and accruals

Creditors and accruals are recognised where the charity 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 and accruals are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments.

Notes to Financial Statements (continued)

2. Income

		2023			2022		
	Unrestricted	Unrestricted Restricted Total		Unrestricted	Restricted	Total	
	£	£	£	£	£	£	
Donations	918	-	918	706	-	706	
Gifts in kind	-	-	-	-	-	-	
Other income	123	-	123	-	-	-	
Total	1,041	-	1,041	706	-	706	

3.	Analysis of Expenditure
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3a Charitable activities			2023		2022	
	Direct	Governance and	Total	Direct Project	Governance and	Total
	Project costs	support costs		costs	support costs	
	£	£	£	£	£	£
Restricted Expenditure						
Chaplains mentoring and licensing	2,375	-	2,375	1,020	-	1,020
Hire of venues and facilities	2,600	-	2,600	2,600	-	2,600
CIO Management and Trustees expenses	-	-	-	13	-	13
Legal and accountancy	-	585	585	1,274	-	1,274
Secretarial, office expenses and insurance	779	531	1,310	1,050	-	1,050
	5,754	1,116	6,870	5,957	-	5,957
Unrestricted Expenditure						
Prisoner and chaplain supplies	4,045	-	4,045	2,139	-	2,139
Legal and accountancy	-	515	515	-	142	142
Secretarial, office expenses and insurance	-	220	220	-	269	269
Bank charges	-	77	77	-	96	96
	4,045	812	4,857	2,139	507	2,646
Total	9,799	1,928	11,727	8,096	507	8,603

3b Governance and support costs

	2023	2022
	£	£
Independent examiner	650	83
Insurance	590	59
Legal fees	450	-
Bank charges	77	96
Secretarial and office expenses	161	269
Total	1,928	507

The charity Trustees were not paid or received any other benefits from employment with the charity in the year (2022: £Nil). No charity Trustee received payment for professional or other services supplied to the charity (2022: £Nil). During the year £360 (2022: 156) was reimbursed to Dominic Clark, Treasurer, for expenses and travel costs incurred relating to attendance at meetings and workshops.

4. Fixed Asset Investment

	2023 £	2022 £
Shares in Angulimala Ltd	100	100
Total 5. Creditors	100	100
5. C. Ca.to.	2023 £	2022 £

750

750

825

825

Accruals

Total

6. Movement in funds

2023	At the start of the year	Incoming resources	Outgoing resources	Transfers	At the end of the year
Restricted Funds HM Prison & Probation Service Grant	13,536	-	(6,870)	-	6,666
Total Restricted funds	13,536	-	(6,820)		6,666
<u>Unrestricted funds</u> General funds	85,071	1,041	(4,857)	-	81,255
Total Unrestricted Funds	85,071	1,041	(4,857)		81,255
Total funds	98,607	1,041	(11,727)	-	87,921
2022	At the start	Incoming	Outgoing	Transfers	2022 At the end
	of the year £	resources £	resources £	£	of the year
Restricted Funds HM Prison & Probation Service Grant	19,493	-	(5,957)	-	13,536
Total Restricted funds	19,493	-	(5,957)		13,536
<u>Unrestricted funds</u> General funds	87,011	706	(2,646)	-	85,071
Total Unrestricted Funds	87,011	706	(2,646)	-	85,071
Total funds	106,504	706	(8,603)		98,607

7. Analysis of net assets between funds

			2023			2022
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	£	£	£	£	£	£
Fixed Asset Investments	100	-	100	100	-	100
Net current assets	81,155	6,666	87,821	84,971	13,536	98,507
Net assets at the year end	81,255	6,666	87,921	85,071	13,536	98,607

8. Taxation

The CIO is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.