

Community Foundation for Planetary Healing

(A company limited by guarantee)

Annual Report & Financial Statements

For the Period

6 October 2009 to 5 October 2010

Scottish Charity No: SC034826
Company No: SC257126

Annual Report & Statement Of Account

For the year 6 October 2009 to 5 October 2010

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Trustees' Annual Report

For the year 6 October 2009 to 5 October 2010

The trustees (who are also the directors of the company for the purposes of company law) present their report together with the financial statements and the independent examiner's report for the year 6 October 2009 to 5 October 2010.

Reference & Administrative Information

Charity and Company Name: Community Foundation for Planetary Healing

Charity Number: SC034826

Company Number: SC257126

Registered Office & Principal Address: 288 High Street, Portobello, EH15 2AS

Trustees
Mark Halliday - Chairperson
Emily Boyd - Vice Chairperson
Claudia Goncalves – Treasurer (from December 2010)
Jed Pemberton (resigned January 2010)
Stuart Keith
Alma Shearer
Sue Tait (from April 2009)
Neill Walker (from December 2009)

Company Secretary: Sue Tait

Independent Examiner: Chris Smith LCIE

Bankers
Royal Bank of Scotland
540a Lanark Road
Edinburgh EH14 5EL

Trustees' Annual Report

For the year 6 October 2009 to 5 October 2010

Structure, Governance & Management

Governing Document

Community Foundation for Planetary Healing (formally known as the Global Community Foundation for Planetary Healing) is a charitable, company limited by guarantee incorporated on 6 October 2003 and is governed by its Memorandum and Articles of Association.

Membership of the Foundation is open to all persons irrespective of age, sex, ethnicity, nationality, disability orientation, religion or beliefs who apply for membership and are approved by the Directors. The Foundation currently has 41 members who have the right to vote at AGMs.

Appointment of Trustees

The Trustees, who are also the Directors of the Company, are elected by the membership at the AGM and serve for a maximum of five years when they retire from office. However, after their term of office has expired Trustees are eligible for re-election. The Trustees may at any time co-opt any person to be appointed as a Trustee to fill a vacancy in their number or as an additional Trustee, but a co-opted Trustee holds office only until the next AGM.

Organisational Structure

The Trustees, who meet quarterly, are responsible for overseeing the running of the Company. A voluntary project coordinator is responsible for the day to day running of the charity.

Risk Review

The Trustees keep the risks the Foundation is exposed to under regular review. The Trustees have identified some weaknesses in the Foundations' financial management and control procedures and, after taking advice, have implemented improvements to mitigate the risks to which the Foundation is exposed.

Objectives & Activities

The Charity was established to promote the study and practice of the art of holistic therapy for public benefit, and in particular to foster the psychological, emotional and physical welfare of the community.

The Foundation achieves its overall aim through the following three main activities:

The Holistic Community Health Project – offering a wide range of holistic therapies for people dealing with well-being issues who also find themselves in an economically disadvantaged position. The therapies complement orthodox medicine helping people regain control of their health and wellbeing when they find themselves going through challenging times.

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The Community Initiative – providing a programme of classes, groups and workshops with a focus on well-being that work to prevent mental ill health due to lack of support, belonging and expression.

The Shamanic Centre – Offering training programmes in Native American ways and self-development work for individuals.

Achievements & Performance

The Foundation is a sanctuary of peace, calm and unconditional love. Services are open to all and offer a safe and caring environment, easing suffering, supporting healing and enhancing people's quality of life.

The Foundation's mission is to ensure that people struggling with ill-health who find themselves in an economically disadvantaged position have equal access to Holistic Therapies. 23 therapy sessions and 10 yoga places a week are available in the community initiative and health project. People affected by mental health, cancer, survivals of sexual abuse, depression, homelessness and people with other equally difficult challenges in their lives are supported by the Foundation.

Since its inception, 156 people have registered and used the Foundation's services, of which 70 are currently regular users

From Oct 2009 to Oct 2010 the Foundation delivered 229 therapies (123 in 2008/09). An increase of almost 50% more therapies delivered then the year before.

In 2009/2010 the number of volunteers delivering services increased to 30 from 22 in 2008/2009.

89% of visits were for support in a crisis, emotional issues, stress and mental health.

56% of visits were for long term health conditions.

A total of 68% of visits were for mental health related or emotional problems.

42% of clients had physical related health conditions.

75% of clients were women.

Trustees' Annual Report

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Both the increase in the number of therapies delivered and increase in the number of volunteers delivering the services show a steady growth and demonstrate that the Foundation is delivering a service truly needed by the community.

Volunteers are key to the successful delivery of the Foundations' services and outcomes. The Trustees are immensely grateful to all 30 volunteers for their hard work, dedication and commitment. In October 2009 the Foundation received the Investing in Volunteers award. Benefits that volunteers gain from volunteering include a sense of worthwhile achievement, useful skills, experience and contacts, sociability and fun, and inclusion in the life of the organisation.

Financial Review

Income was slightly reduced this year at £20,073 (£22,204 in 2009) leading to a deficit of £1,339. This deficit was funded from the Foundation's free reserves which have been reduced to £443 from £1,349 in 2009.

It is the intention of the Trustees to build up and maintain £3,000 in free reserves to allow the Foundation to meet timing differences between receipts & payments and to allow for any exceptional or unforeseen expenditure. The Trustees have managed to save £443 towards this target.

Future Plans

In the year ahead the Trustees intend to:

- Maintain our existing level of therapies
- Have the Foundation independent of the Shamanic Centre
- Extend the support offered to families
- Start an Environmental Educational Project in the Community Woodland
- Apply for grants to create a "Well-being Fund"
- Identify and offer more training for the volunteers
- Create a low cost Holistic Therapies Clinic for people on low incomes who work during the day
- Launch a funding strategy plan and have more fundraising events in the year ahead to make up for any ongoing shortfall
- Continue to expand and diversify the sources of funding for the Foundation's services, through growing self-generated income from charitable activities and through identifying new sources of income.

Trustees' Annual Report

For the year 6 October 2009 to 5 October 2010

Statement of Trustees' Responsibilities

Company law requires the trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity at the end of the year and of the incoming and outgoing resources for the year then ended. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently,
- make judgments and estimates that are reasonable and prudent, and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial accounts comply with the Companies Act 2006 and the Charities and Trustee Investment (Scotland) Act 2005. They 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.

This report was approved by the charity trustees on
and signed on their behalf by:

.....

Print name:.....

Position within the charity:.....

Independent Examiner's Report

I report on the financial statements of the charity for the financial period 6 October 2009 to 5 October 2010 that are set out on pages 9 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation (10)(1)(a) to (c) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts under section (44)(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination, no matter, save that disclosed below, has come to my attention 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 section 44(1)(a) of the 2005 Act;
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Companies Act 2006, section 44(1)(b) of the 2005 Act and Regulation 8 of the 2006 Accounts Regulations; and
- which are consistent with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met.

However, I was unable to verify the Foundations' income as cash received for courses and workshops was, for a short period at the start of the year, occasionally banked net of expenses which were not always recorded. The Trustees have, during the year, put in place procedures to rectify this situation.

No other matter has come to my attention in connection with my examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Chris Smith LCIE
Glascairn Cottage
Aytounhill
Cupar
KY14 6JH**

Signed:

Date:

Statement of Financial Activities

(Incorporating Income & Expenditure Account)

For the year 6 October 2009 to 5 October 2010

	Note	Unrestricted Funds	Restricted Funds	Total 2010	Total 2009
<u>Incoming Resources</u>					
From generated funds					
Voluntary income	5	1,737		1,737	6,021
Activities for generating funds	6	2002		2002	488
From charitable activities	7	15,911		15,911	15,695
Other incoming resources		423		423	
Total Incoming Resources		20,073		20,073	22,204
<u>Resources Expended</u>					
Cost of generating funds	8	188		188	157
Cost of charitable activities	9	20,491		20,491	20,509
Grants made (Brazilian project)			433	433	592
Governance costs	10	300		300	300
Total Resources Expended		20,979	433	21,412	21,558
Net Incoming (outgoing) Resources		(906)	(433)	(1,339)	646
<u>Reconciliation of Funds</u>					
Funds at 6 Oct 2009		1,349	618	1,967	1,321
Net income for the year		(906)	(433)	(1,339)	646
Total funds at 5 Oct 2010		443	185	628	1,967

The statement of financial activities includes all gains and losses recognised in the period. All incoming resources and resources expended derive from continuing activities. The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006. The notes on pages 11 to 15 form an integral part of these accounts.

Balance Sheet

As at 5 October 2010

	Note	Unrestricted Funds	Restricted Funds	Total 2010	Total 2009
<u>Current Assets</u>					
Tangible assets	11	320		320	640
Cash at bank and in hand		514	185	1,019	1,817
Debtors					110
Total current assets		834	185	1,019	2,567
<u>Current Liabilities</u>					
Creditors		91		91	
Accruals		300		300	600
Net Current Assets/ Net Assets		443	185	628	1,967
<u>Funds of the Charity</u>					
Unrestricted income funds		443		443	1,349
Restricted income funds			185	185	618
Total Funds		443	185	628	1,967

The directors confirm that for the financial period ended 5 October 2010:-

- the company was entitled to exemption under section 477 of the Companies Act 2006, and
- no members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

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

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the 2006 Companies Act.

The notes on pages 11 to 15 form an integral part of these accounts.

Approved by the trustees on
and signed on their behalf by:

.....

Print name:.....

Notes to the Financial Statements

For the year 6 October 2009 to 5 October 2010

1 Basis of Preparation

1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost in accordance with:-

- (a) Accounting & Reporting by Charities - Statement of Recommended Practice (SORP 2005),
- (b) Financial Reporting Standard for Smaller Entities (FRSSE) (Effective January 2007),
- (c) The Companies Act 2006
- (d) The Charities & Trustee Investment Act (Scotland) Act 2005, and
- (e) The Charities Accounts (Scotland) Regulations 2006

The Charity has no fixed assets or investments that require to be reported at market value.

2 Accounting Policies

2.1 Form of Financial Statements

- (a) Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain one general unrestricted fund for the day-to-day running of the charity.
- (b) Restricted funds may only be used by specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. See note 4 for details of the restricted funds held by the charity.

2.2 Incoming Resources

- (a) Incoming resources are recognised and included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources; the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.
- (b) Where incoming resources have related expenditure (as with shop sales), the incoming resources and related expenditure are reported gross in the SoFA.
- (c) Grants received in advance and which specifically relate to a future accounting period are treated as deferred income.

2.3 Expenditure & Liabilities

- (a) Expenditure is accounted for on an accruals basis.
- (b) Liabilities are recognised as soon as there is a legal or constructive obligation to pay out resources.
- (c) Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters

Notes to the Financial Statements

For the year 6 October 2009 to 5 October 2010

2.4 Assets

Tangible fixed assets are capitalised if they have a value greater than £250 and can be used for more than one year. They are valued at cost or, if gifted, at their value on receipt.

2.5 Depreciation

Depreciation is calculated on a straight line basis to write off the cost of tangible assets over their useful economic life.

2.6 Taxation

The charity is not liable to income or capital gains tax on its charitable activities. Irrecoverable VAT is included in the asset cost or expense to which it relates.

3 Trustee Remuneration & Expenses

3.1 Trustee Remuneration

Co-founders Mark Halliday and Claudia Goncalves jointly own the premises at 288 Portobello High Street from which the Foundation operates. Trading as Goncalves and Halliday, they received rental payments totaling £5,111 during the year (£3,300 in previous year where they have waived £3,900 rent due to them). They have waived £ 2,089 from rent due to them this year.

Goncalves and Halliday also received £5,297 (£788 in previous year) for delivering workshops and training for the Edinburgh Shamanic Centre under the Foundation.

3.2 Expenses

Out of pocket expenses totaling £788 (£1,269 in previous year) were reimbursed to charity trustees.

Notes to the Financial Statements

For the year 6 October 2009 to 5 October 2010

4. Movement in Restricted Funds

During the year the charity maintained the following restricted income funds:

Restricted Funds Movement				
Fund	Op. bal	Incoming	Outgoing	Clo. bal
1. Fundraising for Brazilian Children's' Project	433		433	0
2. Central Heating Appeal	185			185
Total	788		433	185

Notes to the accounts

For the year 6 October 2009 to 5 October 2010

	Unrestricted Funds	Restricted Funds	Total 2010	Total 2009
5. Voluntary Income				
Donations	1,737		1,737	5,991
Central heating appeal				30
Total	<u>1,737</u>		<u>1,737</u>	<u>6,021</u>
6. Activities for Generating Funds				
Celtic New Year Event	1,131		1,131	
Coffee morning	289		289	
Community Craft/shop sales	582		582	488
Total	<u>2002</u>		<u>2002</u>	<u>488</u>
7. Incoming Resources from Charitable Activities				
Community Initiative & Health Project	5,337		5,337	14,621
Shamanic Centre Healing Fairs	9,648		9,648	820
Room rental & library	926		926	254
Total	<u>15,911</u>		<u>15,911</u>	<u>15,695</u>
8. Cost of Activities for Generating Funds				
Shop suppliers	188		188	157
9. Cost of Charitable Activities				
Community Initiative & Health Project	1,549		1,549	8079
Shamanic Centre	6,169		6,169	
Volunteer Expenses	1,562		1,562	1,406
Management				788
Administration	3,398		3,398	3,620
Establishment	7,277		7,277	5,605
Publicity	141		141	277
Bank charges	75		75	164
Depreciation	320		320	570
Total	<u>20,491</u>		<u>20,491</u>	<u>20,509</u>

Notes to the accounts

For the year 6 October 2009 to 5 October 2010

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total 2010</u>	<u>Total 2009</u>
10. Governance Costs				
Preparation & Examination of Accounts	300		300	300
11. Tangible Assets				
As at 6 October 2009	640		640	1,210
Depreciation	320		320	570
As at 5 October 2010	320		320	640