

Community Foundation for Planetary Healing

(A company limited by guarantee)

Scottish Charity No: SC034826

Company No: SC257126

Annual Report & Financial Statements

For the Period

6 October 2011 to 5 October 2012

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Annual Report & Statement of Account

For the year 6 October 2011 to 5 October 2012

Contents	Page
Trustees' Annual Report	3 - 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Accounts	12 – 15

Trustees' Annual Report

For the year 6 October 2011 to 5 October 2012

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 2011 to 5 October 2012.

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
Margot Daru-Elliot – Acting Secretary (from Sept 2011)
Stuart Keith
Neill Walker

Honorary Friend and Council Elder Alma Shearer

Company Secretary: Margot Daru-Elliot (acting secretary)

Independent Examiner: Chris Smith BSc (Hons) ACIE

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

Trustees' Annual Report

For the year 6 October 2011 to 5 October 2012

Structure, Governance & Management

Governing Document

Community Foundation for Planetary Healing (formally know 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.

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 Trust is exposed to under review and have adopted a number of polices and procedures to, as far as possible, minimise those risks.

Objectives & Activities

The CFPH charity was established in 2003 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 achieved its overall aim through the following three main activities this year:

The Holistic Health Project – offers a wide range of holistic therapies for people dealing with well-being issues who are hard to reach and 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.

The Community Initiative – This initiative provides a programme of educational classes, groups, workshops and a general holistic clinic with a focus on well-being, working to prevent mental ill health due to lack of support, belonging and expression.

Trustees' Annual Report

For the year 6 October 2011 to 5 October 2012

Nature Programme – This project supports individuals and families who are affected by stress, isolation or health problems, are disadvantaged and hard to reach. The Programme helps people to improve and retain their health and well-being by reducing stress, alleviating strain on the family unit and providing network support opportunities.

Achievements & Performance

The CFPH is a charity experienced in providing holistic therapies and experiential outdoor opportunities for individuals and families. The Charity delivers holistic therapies by contribution or free of charge for people in the community who face financial hardship, been recognized as experts in the Holistic field and working with disadvantaged groups.

The CFPH has a keen interest in participating and contributing to raising the profile of holistic therapies and also experiential outdoors learning which people of all ages can access.

About the services

The charity has helped well over 4,500 people directly since 2003 with the Holistic Health Project, the Community Initiative and the Nature Programme. What people say they gained from the charity's services show that the work leads to better health and wellbeing, more opportunities, a greater sense of community, respect for each other and for nature.

The Charity'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 and Nature Programmes. People affected by mental health, cancer, survivors of sexual abuse, isolation, depression, homelessness and people with other equally difficult challenges in their lives are supported by our services.

Services are easily accessible to anyone concerned about any aspect of their health, be it physical, emotional, mental or any other aspects of well-being.

People can self-refer or be referred by doctors or agencies. Many doctors are now seeing the contribution holistic therapies have in supporting the health and well-being of their patients.

The charity offers a safe and caring environment, easing suffering and enhancing people's quality of life. At the beginning, the Holistic Health project started offering 8 therapy places a week, then 18, 26 and today it offers 36 therapy places a week by contribution or at no costs for those in a disadvantaged position.

Trustees' Annual Report

For the year 6 October 2011 to 5 October 2012

Achievements

- 1) We delivered 530 therapies in the project this year despite the fact that our Portobello building went through major renovation. During the 6 Months of renovation we operated temporarily from Palmerston Place in the City Centre and from Buchanan Street in Leith. The year before, having a fixed base in Portobello, 504 therapies were delivered in the project. This shows the steady commitment of the volunteers and that users still seek our services wherever we go.
- 2) We delivered 11 full days sessions in the Nature programme spread through out this year with an average of 18 people taking part in each day session and children were included.
- 3) Every week we delivered 5 evening classes/groups. We delivered 3 different evening groups a Month and a general Private Holistic clinic in the Community Initiative this year. The Community Initiative brings communities together and helps raise more funds for our charity.
- 4) We delivered 2 mornings tailor made trainings in partnership with the Edinburgh Volunteer Centre for our volunteers.
- 5) We organized 3 fundraising events to help raise more funds for our charity this year: **Winter event:** Celebration of unity **Spring event:** Community gathering **Summer event :** Grandmother drum.
- 6) 176 people are users of the Holistic Health Project and 104 are users of the Nature Programme
- 7) 380 people are library users and over 800 people are users of our Community Initiative services.
- 8) 30 volunteers on a regular basis supported the CFPH services this year together with another 20 volunteers who offered one off day volunteering support for events.

The CFPH holds the Investing in Volunteers award and is always making sure it is updated on the support offered for its volunteers. Benefits volunteers say they gain from volunteering with the charity include a sense of worthwhile achievement, useful skills, experience and contacts, sociability, fun, and inclusion in the life of the organization.

Volunteers are the key to the success of the organisation. The Trustees are immensely grateful to all volunteers for their hard work, dedication and commitment.

The recent monitoring and evaluation report shows that reasons why users seek the Holistic Health Project are:

Mental Health Issues = 38%

Stress Related = 23%

Unemployment = 23%

Trauma = 8%

Physical pain = 8%

Other reasons: "sleeping problems" = 8%

Trustees' Annual Report

For the year 6 October 2011 to 5 October 2012

What users said they gained from our Holistic Health Project:

- 1) Increase in energy levels
- 2) Improvement and support for health and wellbeing in general
- 3) Reduced and controlled stress levels
- 4) Feeling of empowerment, confident, self-believe, self esteem
- 5) Reduced/controlled pain in the body
- 6) Better mental health
- 7) Feeling healthier and ready to engage back into employment
- 8) Feeling stronger to support family/children
- 9) Help with emotional issues and sleeping problems.

Financial Review

As a result of expenditure of £2,695 on the PARTY project, income for which had been received in the previous financial year from Awards for All, the Foundation recorded a deficit for the year of £2,342 (2011: a surplus of £5,490).

At the 6 October 2012 the Foundation held funds totaling £3,776 of which £3,652 was the value of tangible assets and £100 restricted funds. The Foundation therefore had free reserves of £24. 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.

An estimated £43,168.50 was given in kind by volunteers therapists, receptionists and coordinators of the Holistic Health Project and an estimated £4,700 was given in kind by volunteers supporters of the Nature Programme.

Future Plans

The trustees feel that in order to guarantee the consistency and availability of the CFPH's services for its users, expanding and diversifying the sources of funding must be the charity's number one priority in the coming year, therefore a funding strategy plan needs to be place in order to develop long lasting partnerships with funders.

The volunteers have been the main supporters of the CFPH's work over the years, therefore Identify and offer more trainings for the volunteers is also high in charity's priorities for the coming year.

Trustees' Annual Report

For the year 6 October 2011 to 5 October 2012

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 has been prepared in accordance with the provisions for small companies under part 15 of the Companies Act 2006, was approved by the Trustees on 11th March 2013 and signed on their behalf by:

.....

Print name:.....

Position:.....

Independent Examiner's Report

I report on the financial statements of the charity for the financial period 6 October 2011 to 5 October 2012 that are set out on pages 10 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 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 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations; and
 - to prepare accounts which accord with the accounting records and comply with the Regulation 8 of the 2006 Regulations

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.

Chris Smith BSc (Hons) ACIE
Glascairn Cottage
Aytounhill
Cupar
KY14 6JH

Signed:

Date:

Statement of Financial Activities

(Incorporating Income & Expenditure Account)

For the year 6 October 2011 to 5 October 2012

	Note	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
		£	£	£	£
<u>Incoming Resources</u>					
From generated funds					
Voluntary income	5	2,164	2,700	4,864	11,939
Activities for generating funds	6	676	-	676	2,019
Investment income		-	-	-	1
From charitable activities	7	5,159	-	5,159	7,101
Other incoming resources		723	-	723	545
Total Incoming Resources		8,722	2,700	11,422	21,605
<u>Resources Expended</u>					
Cost of generating funds	8	384	-	384	791
Cost of charitable activities	9	7,585	5,395	12,980	15,024
Preparation & Examination of Accounts		400	-	400	300
Total Resources Expended		8,369	5,395	13,764	16,215
Net Incoming (outgoing) Resources before transfers		353	(2,695)	(2,342)	5,490
Transfers		-	-	-	-
Net Incoming (outgoing) Resources after transfers		353	(2,695)	(2,342)	5,490
<u>Reconciliation of Funds</u>					
Funds Brought Forward		3,323	2,795	6,118	628
Net income for the year		353	(2,695)	(2,342)	5,490
Total funds Carried Forward		3,676	100	3,776	6,118

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 12 to 15 form an integral part of these accounts.

Balance Sheet

As at 5 October 2012

	Note	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
		£	£	£	£
<u>Fixed Assets</u>					
Tangible assets	10	3,652	-	3,652	4,869
<u>Current Assets</u>					
Cash at bank and in hand		324	100	424	2,185
<u>Current Liabilities</u>					
Creditors		-	-	-	636
Accruals		300	-	300	300
Net Current Assets		<u>24</u>	<u>100</u>	<u>124</u>	<u>1,249</u>
Net Assets		<u>3,676</u>	<u>100</u>	<u>3,776</u>	<u>6,118</u>
<u>Funds of the Charity</u>					
Unrestricted funds		3,676	-	3,676	3,323
Restricted funds		-	100	100	2,795
Total Funds		<u>3,676</u>	<u>100</u>	<u>3,776</u>	<u>6,118</u>

The directors confirm that for the financial period ended 5 October 2012:-

- 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 12 to 15 form an integral part of these accounts.

Approved by the trustees onand signed on their behalf by:

.....

Print name:.....

Position:.....

Notes to the Financial Statements

For the year 6 October 2011 to 5 October 2012

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 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 2011 to 5 October 2012

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 as follows:

Heaters, laptop, therapy benches and Yurt – 20%

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

No remuneration was paid to any trustees (Nil in previous year)

Out of pocket expenses totaling £203 were reimbursed to charity trustees (£241 in previous year)

4. Movement in Restricted Funds

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

	Movement in Restricted Funds				
	Opening balance	Incoming resources	Outgoing resources	Transfers	Closing balance
Nature programme P.A.R.T.Y expenses – Scottish Community Foundation	-	1,700	1,700	-	-
Volunteer expenses - EVOT	-	1,000	1,000	-	-
P.A.R.T.Y Project – Awards for All	2,695	-	2,695	-	-
Children’s Project in Brazil	100	-	-	-	100
Total	2,795	2,700	5,395	-	100

Notes to the accounts

For the year 6 October 2011 to 5 October 2012

5. Voluntary Income	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
	£	£	£	£
Donations	2,164	-	2,164	1,215
Scottish Community Foundation	-	1,700	1,700	-
Edinburgh Voluntary Organisations Trust	-	1,000	1,000	-
Awards for All	-	-	-	8,825
Co-operative	-	-	-	799
Voluntary Action Fund	-	-	-	800
Portobello & Craigmillar Partnership	-	-	-	300
Total	<u>2,164</u>	<u>2,700</u>	<u>4,864</u>	<u>11,939</u>
6. Activities for Generating Funds	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
	£	£	£	£
Community Craft/shop sales	371	-	371	1,345
Various events	305	-	305	674
Total	<u>676</u>	<u>-</u>	<u>676</u>	<u>2,019</u>
7. Incoming Resources from Charitable Activities	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
	£	£	£	£
Community Initiative & Health Project	3,099	-	3,099	3,663
Room rental & library	2,060	-	2,060	3,438
Total	<u>5,159</u>	<u>-</u>	<u>5,159</u>	<u>7,101</u>
8. Cost of Activities for Generating Funds	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
	£	£	£	£
Shop suppliers	24	-	24	791
Cost of fundraising	360	-	360	-
Total	<u>384</u>	<u>-</u>	<u>384</u>	<u>791</u>

Notes to the accounts

For the year 6 October 2011 to 5 October 2012

9. Cost of Charitable Activities	Unrestricted Funds	Restricted Funds	Total 2012	Total 2011
	£	£	£	£
Volunteer Expenses	-	2,457	2,457	2,764
Administration	2,592	434	3,026	3,762
Establishment	3,223	-	3,223	6,734
Publicity	-	253	253	185
Bank charges	4	-	4	42
Depreciation	1,217	-	1,217	1,537
Staff costs	-	400	400	-
Nature Programme & Health Project	549	1,851	2,400	-
Total	<u>7,585</u>	<u>5,395</u>	<u>12,980</u>	<u>15,024</u>

10. Tangible Assets

Cost

At 6 October 2011

£
7,686

Additions

At 5 October 2012

7,686

Depreciation

At 6 October 2011

2,817

Charge for the year

1,217

At 5 October 2012

4,034

Net book value

At 5 October 2012

3,652

At 6 October 2011

4,869