

SUBUD BRITAIN

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

TUESDAY



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COMPANIES HOUSE

SUBUD BRITAIN

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SUBUD BRITAIN
TRUSTEES AND DIRECTORS ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2015

The trustees and directors present their annual report with the accounts of the charity for the year ended 31 December 2015

REFERENCE AND ADMINISTRATIVE DETAILS

The name of the charity is Subud Britain.

Charity registration number 233282.

Scottish charity registration number SC039009

Company registration number 678027, registered in England.

National Office: 18A Louise Road, Dorchester, Dorset DT1 2LT

Registered office: Old Bank House, 1 High Street, Arundel, West Sussex BN18 9AD

TRUSTEES AND OFFICERS

The Trustees in office in the year and in the period to the date of the approval of the accounts were:

Chair	Catherine Alexopoulou
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Regional chairs

South East	Roger van der Matten	resigned 20.4.16	
East Anglia	Salmon Rogers	appointed 10.1.16	
South West	Pollard Blakeley		
North	Steve Dance	appointed 25.7.15	resigned 16.6.16
	David Denham	resigned 12.05.2015	
Scotland	Maurice Baker		
London	Chris Stevenson	resigned 23.05.2015	
	Amelia Pimlott	appointed 23.05.2015	
Thames Valley	Mustafa van Hien		

The trustees comprise the National Council chairman and the Regional chairmen. All trustees are members of National Council and are also the directors of the company.

The National Executive officers during the year were:

Executive Chair	Howard Ray	appointed 15.02.2015
		resigned 22.8.15

National secretary	Ridwan Kennedy
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National treasurer	David Rose
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Company Secretary	Robert Coker	resigned 15.11.15
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Other officers during the year were:

Committee Councillor	Howard Ray
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Membership secretary	Stefanie Brown
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Archivist	Solihin Garrard
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BANKERS

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

AUDITORS

Thomas Westcott
26-28 Southernhay East, Exeter, Devon EX1 1NS

SUBUD BRITAIN
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STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing documents of the charity are the Memorandum and Articles of Association and the Regulations.

The charity is constituted as a limited company, limited by guarantee.

Subud Britain is made up of seven Regions and forty Groups. Each Group has a committee of a chairman, a secretary and a treasurer. The Group chairmen in a Region form the Regional Council, together with the Regional chairman. The Regional chairmen and the National chairman are the trustees and directors of Subud Britain and form the National Council. The legal Members of Subud Britain are the Group chairmen and the trustees. They have voting powers at the annual congress. Each Group is made up of the general members in the area of the Group.

There is an Executive committee to look after the day to day administration.

The Regional chairmen trustees are appointed by each Region. Any Subud member in the Region is eligible. The National chairman is appointed at the annual Congress. Any Subud member of Subud Britain is eligible for this position. New trustees are given the Charity Commission booklet on the responsibilities of charity trustees. Members of the Executive assist the trustees with the experience and expertise gathered by Subud Britain on charity and company administration.

Where specific detailed legal advice is needed, Subud Britain uses a charity specialist firm of solicitors.

Subud is an international organisation. There are nine Zones covering the world. Subud Britain is a member of Zone 3, which is broadly south western Europe. The National chairman of each country in a Zone is a member of the Zonal Council. The chairmen of the Zones are called Zonal representatives and they form the World Subud Council with the chairman of the World Subud Association.

Subud Britain is connected through its members with Susila Dharma (Britain), a separate charity which works to relieve poverty and sickness and to advance education and other charitable purposes for the benefit of the community in general. SD(B) does this by supporting, encouraging and monitoring humanitarian and social projects initiated by Subud members living in those communities.

Subud Britain has a wholly owned subsidiary company, The Amadeus Centre Limited, which manages, promotes and rents The Amadeus Centre, the Subud centre in Central London.

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed, and procedures have been established to manage those risks.

OBJECTIVES AND ACTIVITIES

Objects

The main object of Subud Britain as set out in the Memorandum of Association is to promote and advance religion and in particular to promote and advance the aim and principles of the worship of God known as Susila Budhi Dharma. The name Subud is an abbreviation of Susila Budhi Dharma.

Aims of the charity

Subud Britain has endorsed the aims of the World Subud Association. The main aims are:

To facilitate the worship of Almighty God through the Latihan Kejiwaan of Subud and to provide for the other needs of the Subud membership.

To preserve the practice of the Latihan Kejiwaan so that it will remain available to people everywhere in the form in which it was originally practised under the guidance of Muhammad Subuh Sumohadiwidjojo.

To protect the good reputation of Subud.

To encourage peace, harmony and understanding between peoples regardless of their ethnic origin or religion.

To make available information concerning the Latihan Kejiwaan of Subud.

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Activities during the year

When planning our activities for the year the Trustees have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion.

The principal activities during the year were:

- 1] The provision and maintenance of latihan [worship] facilities for groups and members throughout the country. Quinquennial surveys of all our properties were undertaken, and identified a range of repairs and improvements that must be made in the coming years.
 - 2] Helper [pastoral] care and support of our members in their practice of the latihan. To support this work two Helper Weekends have been held which were open to all Subud helpers to attend in order to deepen their experience of the latihan [worship] and develop their capacity to be able to assist members. In addition, we have appointed a Helpers' Secretary, to assist the helpers in their work, as a part time paid position. We can now have email links to all our individual Helpers.
 - 3] The provision and maintenance of our Subud Britain website providing information and access to Subud for the general public as well as information for our membership.
- The monthly publication of 'The Subud Britain Journal' which provides information and a forum for sharing for our members as well as extracts from the talks and guidance of Bapak. This is now available to all members free online as well as printed editions distributed to members and groups.
- On behalf of SPI [Subud Publications International], members in this country assisted in the translation, manufacture and distribution of Bapak's talks via books, CDs and DVDs.
- 4] The organisation of a 5 day national gathering and congress which this year was held at Malvern St.James school.

The purpose of this gathering and annual congress was to deepen members' experience of their worship and to provide a forum whereby members can work together on the common aim of putting the latihan into practise in their lives and work and in particular in the social, humanitarian and cultural fields in line with the advice and guidance of Bapak.

- 5] The conclusion of the St.Anne's Project. The aim of this project was to provide new and larger latihan premises for the local group, and also provide and incorporate community facilities and support for the town. After much discussion and debate, the Trustees came to the difficult decision in 2016 to cease this project, mainly due to the financial risk to Subud Britain.

- 6] During the year we organised three national council meetings over three weekends for all the trustees and executive committee as well as national helpers and representatives of our 'wing' activities [covering the charitable, humanitarian and cultural expressions of the latihan in the lives of our members]. The purpose of these weekends is to provide an opportunity to develop as an organisation and to explore ways to promote Subud in this country via the activities of our members.

- 7] Attention was paid to our Subud Britain archives to collate and preserve the history of the development of Subud in this country for future generations.

We have a part-time paid archivist who has been very active this year in raising awareness of this need amongst our members as well as ensuring the cataloguing and safe storage of valuable documents.

- 8] Administration and compliance. We have put in place a Complaints Policy, so that Subud Britain has a procedure to investigate, learn from and resolve complaints that come from members or non-members. We are currently working to produce a policy for Protection of Children and Vulnerable Adults. We have improved our arrangements as an employer: our employees are now paid for overtime and we have set up a pension scheme. We have made it clear how property managing groups can apply for loans and grants.

- 9] Subud Youth Families Association (SYFA) has had several well-attended gatherings: on the Gower, at Loudwater and Glansevin, and has more planned for 2016. SYFA and SICA have made a film about SYFA Britain, soon to be released. National Council has spent time on SYFA's growing and complex budgetary needs this year, and supported the coordinators to attend the Inter-Zone meeting in Poland in 2016. The change of name from SuFA to SYFA reflects more accurately their role in Subud: family-oriented activities for Subud youth to feel a welcome part of the Subud organisation. The SYFA coordinators are contributing to the new Safeguarding Policy.

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Volunteers

All the charitable activities of Subud Britain are carried out by volunteers. These include: the organisational committees at Group, Regional and National levels; the corresponding helper groups at each level; Subud Youth Association; Subud International Cultural Association; Subud Families Association; Subud Enterprises Services; Subud International Health Association; Congress.

FINANCIAL REVIEW

Each Group and Region set a budget for the year. The National budget for 2015 was set at the 2014 Congress. The 2015 National management accounts, which do not include Group or Regional accounts, showed a surplus of £4,220 (2014 £25,359) against a budget of £87 (2014 £1,390).

The Statement of Financial Activities and Income and Expenditure shows an overall net surplus for the year of £88,799 (2014 £95,383)

The bank balance position of Subud Britain as a whole remains strong. The bank balances held by the Groups amounted to £382,771 (2014 £352,194), the Regions £30,632 (2014 £22,675) and at National level, which includes Restricted funds balances £264,549 (2014 £230,004) The overall total of bank balances was £677,952 (2014 £604,873).

Reserves policy

Free cash reserves held at Group, Regional and National levels are all maintained at three months average expenditure. When computing free cash Groups who occupy Subud owned property, may from time to time set aside funds for planned major repairs or renovation. Free cash reserves at 31 December 2015 were £49,462 (2014 £63,533).

Funding sources

Principal funding sources continue to be donations from Subud members and the letting out of Subud owned properties during times when they are not being used by Subud.

Donations made under Gift Aid by tax paying members benefit the charity with an extra £25 tax refund for every £100 donated. Gift Aided donations in the year were £146,577 (2014 £115,538). Legacies totalling £3,400 (2014 £50,000) were received of which £3,400 was added to the Capital Fund for the maintenance and purchase of properties. Other donations from individuals totalled £44,653 (2014 £47,256). £45,500 (2014 £36,689) was received from The Amadeus Centre Ltd (Central London). A £20,000 grant was received towards the St. Anne's project.

SUBUD BRITAIN
TRUSTEES AND DIRECTORS ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2015

DIRECTORS' RESPONSIBILITIES

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud.

In so far as the directors are aware:

- there is no relevant audit information (information needed by the company's auditors in connection with preparing their report) of which the company's auditors are not aware, and
- the directors have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

AUDITORS

The Auditors, Thomas Westcott, will be proposed for re-appointment at the forthcoming Annual General Meeting in accordance with article 8A(vi)(c) of Subud Britain's articles of association.

The above report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Signed on behalf of the board of directors



Pollard Blakeley
Trustee

Approved by the Board of Directors 14 August 2016

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES AND MEMBERS OF SUBUD BRITAIN

We have audited the financial statements of Subud Britain for the year ended 31 December 2015, which comprise Statement of Financial Activities, Balance Sheet and related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement [set out on page 4], the trustees (who are also the directors of Subud Britain for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those acts.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of Subud Britain's affairs as at 31 December 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:

- Subud Britain has not kept proper and adequate accounting records or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit

THOMAS WESTCOTT, Chartered Accountants and Registered Auditors
26-28 Southernhay East, Exeter EX1 1NS

SUBUD BRITAIN
STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2015

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		238,591	21,539	260,130	249,484
Activities for generating funds		620	0	620	131
Investment income		842	586	1,428	1,144
Incoming resources from charitable activities		<u>341,045</u>	<u>2,327</u>	<u>343,372</u>	<u>334,200</u>
Total incoming resources	2	581,098	24,452	605,550	584,959
RESOURCES EXPENDED					
Charitable activities	3	468,909	19,287	488,196	466,582
Governance costs	4	<u>30,680</u>	<u>0</u>	<u>30,680</u>	<u>22,710</u>
Total resources expended		<u>499,589</u>	<u>19,287</u>	<u>518,876</u>	<u>489,292</u>
Net incoming resources before transfers		81,509	5,165	86,674	95,667
TRANSFERS					
Gross transfer between funds	7	<u>-3,732</u>	<u>3,732</u>	<u>0</u>	<u>0</u>
NET INCOME (EXPENDITURE) FOR THE YEAR		77,777	8,897	86,674	95,667
OTHER RECOGNISED GAINS					
Gains (losses) on investment assets		<u>0</u>	<u>793</u>	<u>793</u>	<u>-284</u>
NET MOVEMENT IN FUNDS		77,777	9,690	87,467	95,383
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>924,940</u>	<u>1,659,014</u>	<u>2,583,954</u>	<u>2,488,571</u>
Total funds carried forward	15	<u>£1,002,717</u>	<u>£1,668,704</u>	<u>£2,671,421</u>	<u>£2,583,954</u>

SUBUD BRITAIN
BALANCE SHEET AS AT 31 DECEMBER 2015

	Note	2015	2014
FIXED ASSETS			
Tangible assets	8	2,003,199	2,003,199
Investments	9	37,910	36,531
		<u>2,041,109</u>	<u>2,039,730</u>
CURRENT ASSETS			
Debtors	11	2,847	5,640
Cash at bank and in hand	12	677,952	604,873
		<u>680,799</u>	<u>610,513</u>
CREDITORS: amounts falling due within one year	13	<u>-29,902</u>	<u>-37,743</u>
NET CURRENT ASSETS		<u>650,897</u>	<u>572,770</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		2,692,006	2,612,500
CREDITORS: amounts falling due after more than one year	14	-20,585	-28,546
NET ASSETS		<u>£2,671,421</u>	<u>£2,583,954</u>
THE FUNDS OF THE CHARITY			
Unrestricted income funds		1,002,717	924,940
Restricted income funds		1,668,704	1,659,014
	15	<u>£2,671,421</u>	<u>£2,583,954</u>

The accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Small Entities (effective April 2008).

Signed on behalf of
the Board of Directors


Pollard Blakeley
Trustee

Approved by the board of directors: 14 August 2016

1. ACCOUNTING POLICIES

Accounting conventions

The accounts have been prepared in accordance with:

- (a) Accounting and Reporting by Charities: the Statement of Recommended Practice (revised 2005), and the Financial Reporting Standard for Smaller Entities (effective April 2008).
- (b) the Charities Act and the Companies Act
- (c) the historic cost basis of accounting

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of donations, gifts and grants and is included in full in the Statement of Financial Activities. Grants where entitlement is not conditional on the delivery of a specific performance of the charity are recognised when the charity becomes unconditionally entitled to the grant.
- Investment income is included when receivable.
- No amounts are included in the financial statements for services donated by volunteers.

Resources expended

All expenditure is accounted for on an accrual basis. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates. The following specific policies are applied to particular categories of expenditure:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

Operating leases

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

Consolidation

The company and its subsidiary comprise a small group. The company has therefore taken advantage of the exemption conferred by S248 of the Companies Act 1985 not to prepare group accounts.

Cash flow

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirements to prepare such a statement under Financial Reporting Standard 'Cash flow statements'.

Tangible fixed assets

No provision has been made in respect of freehold properties. The directors consider the market value to be in excess of the book value shown in the accounts.

Amortisation calculated by reference to the unexpired portion of leases of the leasehold properties is charged to the property fund.

Tax recoverable

Tax recoverable relating to Gift Aid income is taken into account in the year in which it is received.

Valuation of investments

Investments held as fixed assets are shown at current valuation.

SUBUD BRITAIN
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

2. INCOMING RESOURCES

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
Incoming resources from generated funds				
Voluntary income				
Gift Aid donations	146,577	0	146,577	115,538
Other donations	46,514	21,539	68,053	97,257
Enterprise donations	45,500	0	45,500	36,689
	<u>238,591</u>	<u>21,539</u>	<u>260,130</u>	<u>249,484</u>
Activities for generating funds				
Fund raising	620	0	620	131
	<u>620</u>	<u>0</u>	<u>620</u>	<u>131</u>
Investment income				
Interest	842	586	1,428	1,144
	<u>842</u>	<u>586</u>	<u>1,428</u>	<u>1,144</u>
Incoming resources from charitable activities				
Congress	63,557	0	63,557	41,158
Hall letting	273,730	0	273,730	280,852
Other income	3,758	2,327	6,085	12,190
	<u>341,045</u>	<u>2,327</u>	<u>343,372</u>	<u>334,200</u>
Total Incoming Resources	<u>£581,098</u>	<u>£24,452</u>	<u>£605,550</u>	<u>£584,959</u>

3. CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
Donations:				
World Subud Association & Zonal contributions	43,502	0	43,502	41,500
Susila Dharma	289	0	289	358
Wisma Mulia	75	0	75	145
Almoners	50	0	50	0
SICA International	300	0	300	0
Other donations	50	0	50	0
	<u>44,266</u>	<u>0</u>	<u>44,266</u>	<u>42,003</u>
Property:				
Insurance	12,814	0	12,814	12,409
Repairs & maintenance	59,397	0	59,397	61,442
Professional fees	20,287	0	20,287	14,664
Cleaning	16,512	0	16,512	16,683
Light & heat	25,669	0	25,669	25,538
Rent	87,021	0	87,021	82,466
Rates	3,190	0	3,190	3,082
Water	5,467	0	5,467	6,646
Household & garden	5,096	0	5,096	7,583
Interest paid	1,851	0	1,851	2,717
	<u>237,304</u>	<u>0</u>	<u>237,304</u>	<u>233,230</u>

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

3. CHARITABLE ACTIVITIES (continued)

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
Other direct charitable expenditure:				
Group, Regional & National				
Committee expenses	13,773	0	13,773	22,529
Helper expenses	9,697	0	9,697	10,180
National Office	22,984	0	22,984	20,800
Telephone	2,957	0	2,957	2,577
Bank charges	566	0	566	623
Gift Aid administration	1,807	0	1,807	1,845
Accountancy	9,504	0	9,504	9,048
Congress	73,323	0	73,323	58,224
SICA activities	0	155	155	839
SUFA activities	0	5,295	5,295	7,496
SYA activities	0	1,253	1,253	0
SIHA activities	0	12,584	12,584	0
World Congress travel	0	0	0	1,500
Publications	6,286	0	6,286	5,951
Management Fees	31,483	0	31,483	31,769
Archives	6,783	0	6,783	6,252
Indemnity Insurance	839	0	839	749
Other costs	7,337	0	7,337	10,967
	<u>187,339</u>	<u>19,287</u>	<u>206,626</u>	<u>191,349</u>
Total charitable activities	<u>£468,909</u>	<u>£19,287</u>	<u>£488,196</u>	<u>£466,582</u>

4. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
Audit	5,796	0	5,796	5,544
Legal and professional fees	9,363	0	9,363	2,511
Trustee meetings	15,521	0	15,521	14,655
	<u>£30,680</u>	<u>£0</u>	<u>£30,680</u>	<u>£22,710</u>

5. TRUSTEES REMUNERATION AND EXPENSES

There is no remuneration paid to the Trustees.

Trustee expenses were paid where appropriate and if claimed by individual Trustees.

During the year expenses were paid to 6 Trustees (2014 - 5)

	2015	2014
Expenses comprised:		
Travel	1,293	2,329
Meetings accommodation and food	606	255
Subud Britain Congress fees	1,036	500
World Congress	0	573
Other	120	55
	<u>£3,055</u>	<u>£3,712</u>

SUBUD BRITAIN
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
6. STAFF COSTS		
Gross salaries	19,503	11,479
Employers National Insurance	<u>0</u>	<u>109</u>
	<u>£19,503</u>	<u>£11,588</u>
 The average number of part time staff during the year	 <u>2</u>	 <u>2</u>
 7. GROSS TRANSFER BETWEEN FUNDS (see also Note 15)		
General Fund:		
SYA	2,000	56
SuFA	3,867	2,452
East Anglia Region Property Fund	<u>-2,135</u>	<u>0</u>
	<u>3,732</u>	<u>2,508</u>

SUBUD BRITAIN
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
8. TANGIBLE ASSETS		
Summary:		
Freehold property	1,993,649	1,993,649
Leasehold property	9,550	9,550
	<u>£2,003,199</u>	<u>£2,003,199</u>

Freehold property	Cost at 31-Dec-14	Additions	Disposals	Cost at 31-Dec-15
Barnet	12,230			12,230
Bradford	19,246			19,246
Canterbury	62,564			62,564
Central London	797,777			797,777
Hull	2,150			2,150
Lewes	196,945			196,945
Liverpool	5,648			5,648
Manchester	439,541			439,541
Perth	340,128			340,128
Reigate	13,862			13,862
Sheffield	2,420			2,420
Tunbridge Wells	101,138			101,138
	<u>£1,993,649</u>	<u>£0</u>	<u>£0</u>	<u>£1,993,649</u>

The properties at Canterbury, Lewes and Barnet are used as security for bank borrowings.

Leasehold property

	Bristol	Norwich	Total
Cost at 31-Dec-2014	9,549	27,700	37,249
Disposals			0
Cost at 31-Dec-2015	<u>9,549</u>	<u>27,700</u>	<u>37,249</u>
Amortisation at 31-Dec-2014	0	27,699	27,699
Disposals			0
Amortisation at 31-Dec-2015	<u>0</u>	<u>27,699</u>	<u>27,699</u>
Net book value at 31-Dec-2015	<u>£9,549</u>	<u>£1</u>	<u>£9,550</u>
Net book value at 31-Dec-2014	<u>£9,549</u>	<u>£1</u>	<u>£9,550</u>

In the opinion of the directors the current market value of the freehold and long leasehold properties is £4,615,000.

SUBUD BRITAIN
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
9. INVESTMENTS		
Unlisted investments:		
Oakenhall Ltd		
ordinary £1 shares	12,385	12,385
	<u>12,385</u>	<u>12,385</u>
Listed investments:		
CAF Balanced Growth Fund	25,523	24,144
	<u>25,523</u>	<u>24,144</u>
Subsidiary undertaking		
The Amadeus Centre Ltd		
ordinary £1 shares (see note 8)	2	2
	<u>£37,910</u>	<u>£36,531</u>
Market value at 31-Dec-2014	36,531	36,328
Additions	586	486
Disposals	0	0
Net investment (loss) gain	793	-283
Market Value at 31-Dec-2015	<u>£37,910</u>	<u>£36,531</u>
Historical cost at 31-Dec-2015	<u>£30,031</u>	<u>£29,445</u>

10. SUBSIDIARY COMPANY

The wholly owned subsidiary, The Amadeus Centre Ltd, is incorporated in England. The subsidiary manages, promotes and rents the Central London group property, The Amadeus Centre.

At 31 December 2014, the latest date for which accounts are available, the aggregate of the share capital and reserves of The Amadeus Centre Ltd amounted to a surplus of £2,884 and the retained loss for the year to that date was £235

	2015	2014
11. DEBTORS		
Trade debtors	0	0
Other debtors	2,847	5,640
	<u>£2,847</u>	<u>£5,640</u>

12. CASH AT BANK AND IN HAND

National accounts and Restricted Funds	264,549	230,004
Group & Regional accounts	413,403	374,869
	<u>£677,952</u>	<u>£604,873</u>

SUBUD BRITAIN
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		
Bank loans (secured)	9,726	17,278
Trade creditors	4,617	2,448
Taxation and social security	0	0
Other creditors	15,559	18,017
	<u>£29,902</u>	<u>£37,743</u>
14. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR		
Bank loans (secured)	<u>£20,585</u>	<u>£28,546</u>
Bank loans due after more than one year		
- repayable between 1-2 years	9,726	9,726
- repayable between 2-5 years	10,859	18,820
	<u>£20,585</u>	<u>£28,546</u>

SUBUD BRITAIN
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

15. THE FUNDS OF THE CHARITY

	Total funds brought forward	Incoming resources	Outgoing resources	Transfers between funds	Loss on investments	Total funds carried forward
Unrestricted funds:						
General fund	744,048	513,587	-429,992	-5,307	0	822,336
PPMF	180,078	3,954	-6,453	1,575	0	179,154
Congress	814	63,557	-63,144	0	0	1,227
	<u>924,940</u>	<u>581,098</u>	<u>-499,589</u>	<u>-3,732</u>	<u>0</u>	<u>1,002,717</u>
Restricted funds:						
EA Regional Property	4,135	0	0	-4,135	0	0
Permanent Endowment	24,144	586	0	0	793	25,523
Property	1,598,581	0	0	0	0	1,598,581
SICA	1,699	68	-155	0	0	1,612
SuFA	0	1,888	-5,295	3,867	0	460
Subud Youth	12,396	426	-1,253	2,000	0	13,569
World Congress reserve	0	185	0	0	0	185
SIHA	12,584	0	-12,584	0	0	0
Archives	5,475	1,299	0	2,000	0	8,774
St Anne's	0	20,000	0	0	0	20,000
	<u>1,659,014</u>	<u>24,452</u>	<u>-19,287</u>	<u>3,732</u>	<u>793</u>	<u>1,668,704</u>
Total funds	<u>£2,583,954</u>	<u>£605,550</u>	<u>-£518,876</u>	<u>£0</u>	<u>£793</u>	<u>£2,671,421</u>

Key:

SICA - Subud International Cultural Association

SIHA - Subud International Health Association

SuFA - Subud Families Associations

PPMF - Property Purchase & Management Fund (previously called Capital Fund)

See Note 16 for information on each fund.

16. RESERVES / FUNDS INFORMATION

Property Purchase & Management Fund (previously called Capital Fund)

Bequests received by Subud Britain are placed in the Fund. The fund is used to assist with the purchase or major repair of properties either as a direct contribution to the cost or as a loan.

Congress

Any surplus made on Congress may be carried forward towards to the cost of the following year's Congress.

EA Regional Property

East Anglia Region established a fund to raise money towards the purchase of a property for a Regional Centre.

Permanent Endowment

This fund was established by the Trustees and is invested in a charity investment fund. The purpose of the Permanent Endowment fund is to provide investment income for the use of Subud Britain.

Property

Funds raised for the purchase of property. These funds have all been used for that purpose and the fund balance is held in property and not in available cash. As the purpose of these funds has been fulfilled, the proceeds of any property sale are placed in the General fund. It is a policy of Subud Britain that these proceeds will then be available to the Group or Region who were using the property to enable them to buy another property. If no property has been purchased within 2 years of the sale then a review is carried out with the Group or Region to determine if the funds are still required for that purpose.

SICA

SICA is the Subud International Cultural Association, in Britain. SICA encourages, facilitates and co-ordinates the inner creative ability of all Subud Britain members and is one of the vehicles for taking Subud into the world. SICA raises its funds from donations and cultural activities.

Subud Youth

Subud Youth organises activities and events for young people in Subud Britain.

SIHA

Subud International Health Association provides a platform which supports the enhancement of human physical, mental, emotional and spiritual health. SIHA creates opportunities for health professionals from all disciplines to communicate together and share experience for the good of everyone.

Archives

This fund is to support the work of the Subud Britain archives to collate and preserve the history of the development of Subud in this country for future generations.

SuFA

Subud Families Association organises activities and events for families in Subud Britain.

St Anne's

Project in Lewes to replace Group latihan premises and provide facilities for the local community.

SUBUD BRITAIN
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2015

	2015	2014
17. NATIONAL CONTRIBUTIONS		

Contributions by the Regions to the National funds were as follows:

Region:	South East	26,000	31,900
	East Anglia	5,500	8,000
	South West	7,700	7,800
	North	6,200	7,900
	Scotland	5,160	8,160
	London	36,071	31,740
	Thames Valley	7,000	8,000
		<u>£93,631</u>	<u>£103,500</u>

18. NATIONAL CONGRESS

Receipts		63,557	41,158
Costs	Fees paid by National, Groups and Regions	4,720	4,656
	Cost of Congress & Celebration	63,144	48,868
	Officer's fees and expenses	5,458	4,700
		<u>73,322</u>	<u>58,224</u>
Net cost to Subud Britain		<u>£9,765</u>	<u>£17,066</u>

The 2015 Congress was held at Great Malvern (2014 Great Malvern).

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	Total funds
Tangible assets	404,618	1,598,581	2,003,199
Investments	12,387	25,523	37,910
Net current assets	606,297	44,600	650,897
Creditors falling due after more than one year	-20,585	0	-20,585
	<u>£1,002,717</u>	<u>£1,668,704</u>	<u>£2,671,421</u>

20. CONTROLLING PARTY

The charity is controlled by the Board of Trustees.

21. OPERATING LEASE COMMITMENTS

At 31 December 2015 the charity had annual commitments under non-cancellable operating leases as follows:

	Land and buildings 2015	2014
Expiry date:		
Within one year	0	0
Between one and five years	0	0
Over five years	26,000	26,000
	<u>£26,000</u>	<u>£26,000</u>