

# CONTEMPLATIVE FIRE

ACCOUNTS for the year ended  
31 May 2009

WEDNESDAY



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07/04/2010      346  
COMPANIES HOUSE

Company number 5141218

## **CONTEMPLATIVE FIRE**

### **Trustees' Report and Financial Statements for the year ended 31 May 2009**

#### **Trustees' Annual Report For the year ended 31 May 2009**

The Trustees present their report and the financial statements of Contemplative Fire for the year ended 31 May 2009

#### **Reference and administrative details**

The Trustees of the charity, who are also directors of the company, have held office since 1 June 2008, as follows

Mr Antony Ayton

Dr Jean M B Gell

Mr Mark Holland

Revd Philip D Roderick (resigned 5 November 2009)

Canon Vincent Strudwick (appointed 19 November 2008, resigned 5 November 2009)

The principal address of the charity and the registered office of the company is the offices of Contemplative Fire at 23 Hill Turrets Close, Ecclesall, Sheffield S11 9RE

The charity is registered under the charity number 1106392 and the company is incorporated with the company registration number 5141218

The Trustees have made the following professional appointment

Banker Abbey National plc, Business Banking Centre, PO Box 126, Newport, Gwent, NP19 7UP

The following key senior member of staff is responsible for the day-to-day management of the charity

Revd Philip Roderick    Community Leader

### **Structure, Governance and Management**

#### ***Status and History***

Contemplative Fire is a registered charity, and a company limited by guarantee, not having share capital. Every member undertakes to contribute an amount not exceeding £1 to the assets of the charity in the event of the charity being wound-up during the period of membership, or within one year thereafter.

Contemplative Fire was originally set up in May 2004, to

- a) Advance the Christian religion, and
- b) Advance the education of the public on matters concerning the preservation, conservation and protection of the environment and the prudent use of natural resources

It was incorporated on 28 May 2004 and became a charity on 21 October 2004

Contemplative Fire is governed by the rules and regulations set down in its company Memorandum and Articles of Association as last updated on 28 May 2004

### **Organisational Structure**

The overall strategic direction of the charity is determined by the Trustees who have developed a strategic plan for the charity, to be implemented by the Community Leader and the staff of the charity

The Trustees meet 3 or 4 times a year. All meetings are minuted and all major strategic decisions are voted on, with a simple majority being required to pass a resolution.

Authority for day to day operational matters is delegated by the Trustees to the Community Leader.

Until 31 December 2009 the charity has employed 2 full time members of staff. From 1 January 2010 the charity has employed 1 full time staff member and 1 part time staff member. From 1 January 2010 the Community Leader has been employed part time. There is a full time administrative staff member.

Until 31 December 2009 the Community Leader was assisted in his work by the Core Team and the Development Group, as described below.

#### **Core Team**

The Core Team work with the Community Leader, ensuring the continued growth and nurture of the CF Community, meeting monthly at the CF office. Current practice is that the Community Leader identifies and invites an individual to be on the Core Team, in consultation with the other members of the Core Team.

At present, the role of the Core Team includes

- exploring key theological themes and practical issues,
- sharing news from the regions,
- supporting and resourcing the emergent CF presence in differing places,
- planning forthcoming events e.g. Greenbelt, Community weekend, small group catalyst training, potential subjects for future Beacon publications,
- identifying potential areas of strength, weakness, opportunity and threat for CF,
- collaborating with the Development Group and the Trustees,

All members of the Core Team are expected to be Companions on the Way.

- Revd Susan Blagden
- Revd Tessa Holland
- Mrs Jo Howard
- Mrs Jill Roderick
- Revd Philip Roderick
- Mrs Susan Bowden-Pickstock
- Revd Anne Crosthwait, Canada (virtual international member)

#### **Development Group**

The role of the development group is as a think tank and sounding board for the Community Leader and the Core Team in considering the strategic development of CF. The group meets about three times a year at the CF office. Membership is by invitation by the Community Leader, in consultation with the Core Team.

- Dr Richard Newman
- Dr Sheila Newman
- Bishop Robin Smith
- The Core Team –
  - (Susan Blagden, Jo Howard, Jill Roderick, Revd Philip Roderick, Susan Bowden-Pickstock, Tessa Holland)
- Canon Vincent Strudwick
- Mrs Ann Worrall

In anticipation of the impact of Philip Roderick moving to a new part time role in the Diocese of Sheffield and in the light of the continued evolution of the Contemplative Fire community, an extensive review of the structure of Contemplative Fire was undertaken in December and 2009 and January 2010. The review process was facilitated by an external consultant (who generously gifted his time) and involved the Trustees, the Community Leader and all members of the Core Team and the Development Group. The recommendations of the review were considered by the Trustees in January 2010 and are now being implemented. The new changes are summarised below.

In the place of activities previously undertaken by the Core Team a process of Project Groups will be implemented. Groups may be convened for a specific one off purpose or event (for example to organise the Community Weekend), or they may be in place for an on-going requirement (such as support of liturgy within the community). Each group will have a Project Co-coordinator. Project Co-coordinators and Teams will

- Have clearly defined written Terms of Reference, agreed by the Project Team's members, the Community Leader and the Trustees,
- Be accountable to the Trustees, with communication taking place via the Community Leader. From time to time there may be joint meetings between the Project Coordinators, the Community Leader and the Trustees,
- Have a specific time span for its work, renewable after a review with the Community Leader and Trustees,
- Be headed up by a Project Coordinator who will report to the Community Leader, and will consult and communicate with fellow Project Coordinators to facilitate interaction, enabling the growth of creative ideas,
- Consist of a minimum of two people, and with a maximum number of people as deemed necessary by the Trustees in consultation with the Project Coordinator and Community Leader,
- Be consistently aware of the 'larger picture' of the charism and ministry of Contemplative Fire and the need for coherence between the different projects within the movement.

### ***Method of Recruitment, Appointment, Election, Induction and Training of Trustees***

#### ***Recruitment***

Trustees are selected from amongst the members of the charity or others whom have demonstrated their sympathy with the charity's objectives. Existing Trustees meet all candidates and assess their suitability for appointment.

#### ***Appointment and election***

Following a probation period, a Trustee's appointment is ratified by the Trustees in general meeting.

#### ***Induction and training***

The charity recognizes the need for on-going training and all Trustees are encouraged to develop their relevant skills and expertise.

### ***Risk and corporate governance matters***

The trustees have examined the major strategic, business and operational risks which the charity faces and seek to minimize the effects of risk on the members of the charity. The Trustees as a body are responsible for risk management and corporate governance matters.

### ***Trustees' responsibilities in the preparation of financial statements***

The provisions of charity and company law require the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charity as at the balance sheet date, and of the incoming resources and application of

resources, including income and expenditure, for that period. In preparing those financial statements, the Trustees are required to

- a select suitable accounting policies and then apply them consistently,
- b make judgments and estimates that are reasonable and prudent, and
- c prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate

The trustees are responsible for maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the requirements of the Charities Act 1993 and the Companies Act 1985 to 2006. 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.

#### **Auditors**

For the year to 31 May 2009 the charity is entitled to exemption from the requirement to have an audit under the provisions of section 249A(2) of the Companies Act 1965 and no notice has been deposited with the charity under section 249B(2) of that Act requiring an audit to be carried out.

#### **Objectives and activities**

##### ***Charitable objectives***

The charitable objectives for which the charity was established are as follows

- a To advance the Christian Religion, and
- b To advance the education of the public on matters concerning the preservation, conservation and protection of the environment and the prudent use of natural resources

##### ***Indicators, milestones and benchmarks: charitable activities***

Contemplative Fire is an intentional and dispersed community of people who are seeking to be fully present to the Kingdom of God here and now. Contemplative Fire celebrates natural beauty, deep connectedness and the play of wisdom. The Charity believes that it is called by Christ and to encourage others to 'travel light and dwell deep' as his companions on the journey of faith and practice.

Contemplative Fire is emerging into a number of small yet generative communities of Christ at the edge. As our consultation day for Trustees and Leaders on 5 December 2009 highlighted, the core task is to provide space and time for being as a foundation from which to be active in the world. The Charity, its officers and leaders found outworking in the following ways

- *Contemplative Fire Gatherings* – Gatherings for contemplative communion have been held in 10 locations (Hemel Hempstead, High Wycombe, Storrington, London, Bosham, Ely, Fingest, The Lee, Windsor and Toronto). Further locations will be envisaged as new Companions help to form local communities and ordained and lay leadership can be identified.
- *Pilgrimage to Now/Here* – Contemplative walks with teaching and community building opportunities, known as Pilgrimages to Now/Here, are held in 5 locations (Henley on Thames, Emsworth, London, Stroud, Brighton).
- *Local groups* – 21 local groups are operating in Bucks, Berks, Herts, Oxon, West Sussex, Gloucestershire, Hampshire, Toronto and Maui. Further Local groups will emerge in the course of time.
- *Seeding Small Groups* in local areas continues to be attentive to the needs and aspirations of the particular individuals and emergent groups in that area e.g. the

emergence in 2009 of a Ken Wilber discussion group, based in Windsor and drawing members from Berks, Bucks, Oxon and Glos

- *The fifteen month preparation process* of three adult baptismal candidates led by Susan Blagden and Philip Roderick and culminating in their baptism on Easter Sunday 2009, has been commended by a number of bishops and leaders within the Fresh Expressions Movement. This work is now informing the Lenten Resources 2010 being emailed out to all Companions.,
- *Small Group Catalyst equipping and support* – the theological formation work focused in a day co-designed and led by Jo Howard and Philip Roderick at the Ormondy Centre, Waltham Place on 16 May
- *Two Contemplative Fire retreats* took place in 2009. 'Food for the Fire', the week long silent retreat for Companions, led by Revds Susan Blagden and Tessa Holland, took place around Pentecost, 25-31 May in Alnmouth, the Franciscan Friary in Northumberland. 'Walking the Way', a three day retreat, with input by two local East Anglian artists took place from 19-21 July on the north Norfolk coast led by Susan Bowden-Pickstock. Both retreats were very well received,
- *Wisdom on the Way days including Pilgrimage to Now/here* are held for Companions four times a year at Hernes, Henley on Thames. These continue to attract a very substantial group of Companions on the Way from different parts of the country,
- *Community Weekend* On the second weekend of September Contemplative Fire has its Community Weekend. In 2007 this was in the Hambleden Valley. In 2008 it was in Waltham Place, White Waltham. In 2009 it was in Manor Farm, Nettlebed, near Henley on Thames. All trustees were present and the event, once again, combined input, exercise, re-commitment to the rhythm of life, business and organizational discussion, food, conviviality, stillness and reflective space. Companions living locally offer hospitality to those coming from further afield,
- *Community Guide* – Travelling Light, Dwelling Deep - a booklet detailing the Contemplative Fire Community lifestyle, together with a letter of invitation to membership, continues to be used,
- *'Vision and Values'* – a document articulating and exploring the behavioral norms and values at the heart of Contemplative Fire and its activities, is circulated to all new Companions,
- *Greenbelt* – individual members of Contemplative Fire were present at Greenbelt in the summer of 2009 but as a community, we did not arrange to lead any workshops or seminars this year,
- *The Community Leader* has travelled extensively, to lead workshops and seminars, to speak at conferences e.g. Week Retreat for those in ministry, Launde Abbey, 28 September to 2 October 09, Spiritual Directors International Conference, Dublin, 16-18 October 09 and National Spiritualities Advisors Conference, Launde Abbey, 9-11 November 09, launch of Henry Nouwen Society, London 20 November 09,
- *National Fresh Expressions Initiative* – Philip continues as Associate Missioner on the national team of the Fresh Expressions Initiative. Tessa Holland (CF Core Team) and Philip continue to be fully involved with the reflective practice and strategic thinking and planning of Round Table 5, which has as its primary focus those fresh expressions from contemplative and sacramental traditions. In this connection, Philip and Tessa, after their responsibilities in the national Pilgrimage to Coventry Cathedral in December 08, were both involved in the New Monasticism Symposium at the London Centre for Spirituality in London on 5 October at which Tessa presented a paper,
- *Publications* – 1) 'Evaluating Fresh Expressions: Explorations in Emerging Church' editors Louise Nelstrop and Martyn Percy published in November 2008 by Canterbury Press. This book has a series of articles from different authors, one of which being 'Dynamic Tradition: Fuelling the Fire' by Philip Roderick on the story and theology behind Contemplative Fire. 2) 'Ancient Faith: Future Mission' editors Ian Mobsby and Steven Croft. Published in early 2009 by SCM-Canterbury Press, this book has an article by Tessa Holland and Philip Roderick entitled 'Contemplative Fire: Creating a Community of Christ at the Edge',

- *CF Community Resources* in preparation for Advent and Lent, different members of the Core Team and the community of Companions are contributing themed spiritual and theological resources for use by Companions on the Way,
- *Contemplative Fire in Canada* Flowing from Philip's seeding trip to Toronto at the end of 2008 Revd Anne Crosthwait from the diocese of Toronto has been working with real focus and intention to bring into being a Canadian expression of Contemplative Fire At the end of February 2010 there are 27 Companions on the Way in the greater Toronto area Gatherings are happening monthly since August 2009 in the Toronto Area – average attendance about 40, average offerings about \$800 Three small groups have started after three introductory sessions in the fall – 25 people participated in introductions About 25 people have gone through 1-1 sessions The Companions Journey
- There are now 114 Companions on the Way within Contemplative Fire, including 27 from Canada

### ***Staff***

For the period from 1 June 2008 to 31 December 2009 Contemplative Fire employed two full time staff From 1 January 2010 the charity employed one full time staff and one part time

Over the next year, the charity will continue to develop Local Communities as a primary means of expanding its membership and offering fellowship to all those looking to explore the Christian contemplative, creative and sacramental tradition

### ***Spiritual Resource Partnerships***

Acknowledging that Contemplative Fire draws explicitly from the ancient lineage of Jewish and Christian faith, mystical theology and embodied practice, the Community Leader has been in conversation with Superiors and senior religious from a variety of traditional religious communities in the Anglican and Roman Catholic and Orthodox traditions With the guiding metaphor of the biblical characters of Elijah (the older prophet) and Elisha (the younger, apprentice prophet), Contemplative Fire is exploring the possibility of partnerships or collaborative working arrangements both with traditional monastic communities and with dioceses, parishes and deaneries

### ***Grant making policy***

The charity offers bursaries towards the cost of attending certain events such as the annual retreat The need for financial assistance is identified in the first instance by the Community Leader, whose decision is then ratified by the Trustees

### ***Relationships with related parties***

Contemplative Fire does not have any related parties However, Philip Roderick is Director of The Quiet Garden Trust, a charity registered in England There are no joint activities between the charities and the Trustees do not consider the charities to be related parties

### ***Representation on other bodies***

Contemplative Fire is recognised as a Fresh Expression of Church by the Church of England Philip Roderick is an authorized Fresh Expressions Associate Missioner Contemplative Fire is an autonomous entity and it is not under the jurisdiction of the Fresh Expressions Initiative

### ***Achievements and performance***

#### ***Activities and events***

The 115 "Companions on the Way" who have now joined the Contemplative Fire 'community of Christ at the edge' create the core community from which the charity can develop and grow to fulfill its stated objectives In addition to the Companions, there is a considerable number of people who share real interest in our work, attend different events but who have not, as yet, made a financial and prayerful commitment to this ministry as an ongoing discipline

## **Financial Review**

### ***Financial Results of Activities and Events***

Approximately 95% of the charity's income comes from regular donations from members. Donated accommodation – office and home for Rev Philip Roderick – has been included at a combined value of £19,800. Tax recoverable under Gift Aid is just over £9,400. Income arising from various events such as Living the Mystery is £3,407. Bank interest of £166 was also received in the year.

For each of the three years to 31 May 2007 the Diocese of Oxford has contributed £10,000 per year. For the same period the charity was in receipt of a similar donation by a benefactor. The last year for these contributions was 2007. Whilst there has been an increase in donations from Companions, this has not been sufficient to maintain the charity's income at previous levels.

Our biggest single cost is salaries, £56,689 in the year under review. During the year Contemplative Fire had two paid employees, Philip Roderick was employed as Community Leader and Jill Roderick was employed as a full time office administrator. From 1 January 2010 Philip Roderick has been employed half time.

Other significant items of expenditure include the cost of donated accommodation, being the £19,800 referred to above, and £2,493 travel and subsistence costs incurred by Philip Roderick. Costs of putting on events were £2,752, whilst office administration costs were just over £8,100.

Overall Contemplative Fire had a deficit of expenditure over income of £8,163 (£23,741 last year).

The changes implemented at the start of January 2010 will reduce Contemplative Fire's operating costs and should enable the charity to operate within its planned income going forwards. Any future surplus will be taken to reserves.

### ***Grant making***

As noted above, Contemplative Fire has set up a small bursary fund, into which members are invited to contribute. The fund is used to subsidise attendees who would otherwise be unable to attend events. No bursary grants were made in the year under review.

### ***Reserves policy***

The surpluses of the first three years of the charity's existence are held as "free reserves" to enable the charity to continue to develop now that the initial period of funding from the Diocese of Oxford ceased. Those reserves are now being expended to enable the charity to "bridge the gap" until donations from Companions have grown to a level that the expenditure of the charity can be met by its regular income. As noted above, changes implemented from January 2010 should result in Contemplative Fire's day to day expenditure being met from its income.

A further deficit is anticipated for the financial year to 31 May 2010 as the impact of the recent changes will not apply for the majority of the year. There are currently sufficient reserves to meet any potential shortfall in income for a further period of eighteen months to two years. All Companions have been made aware of the situation.

### ***Investments policy***

Due to its relatively small size, the Trustees do not consider it appropriate for Contemplative Fire to hold investments. Instead, all surplus funds are held in an interest bearing bank account with the Abbey National Bank plc.



## **Plans for future periods**

### ***Future strategy***

Contemplative Fire is committed to creating and nurturing an intentional community of members, each following the contemplative way of life and exploring and developing their life as Christian contemplatives-in-action in all aspects of their lives. To this end Local Communities are being founded and that process will continue. Local Community leaders will be authorised by the Community Leader and equipped and supported via the relevant Project Groups. In this way it is hoped to further the stated aims of Contemplative Fire. The Trustees are committed to making provision for the spiritual nurture and growth of the members, from whom future funding will be necessary.

Philip Roderick has now taken a half time post in the Diocese of Sheffield. This role includes accommodation. As a consequence Contemplative Fire is no longer reliant on the Diocese of Oxford for the provision of accommodation.

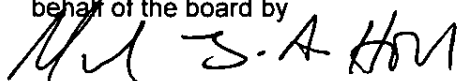
### ***Impact of activities and events***

Over the coming year, a variety of events and resources will be held and developed with a view to seeding, building and sustaining the Community at national, regional and local level. As individual members and local communities are nurtured into full existence so, it is hoped, the income of the charity will rise. Any additional income will be used to further develop the ministry of the Community.

### ***Funds held as custodian***

Although the charity retains restricted funds to deal with incoming resources that are earmarked for a particular purpose by donors, sponsors and other funders, Contemplative Fire does not hold any funds as custodian for any third party.

This report was approved by the trustees on 14th March 2010, and was issued for and on behalf of the board by

  
Mark J A Holland                      Director

# **CONTEMPLATIVE FIRE**

Company number 5141218 Registered charity 1106392

## **Statement of Financial Activities for the year ended 31 May 2009**

	Notes	Unrestricted funds £	Restricted funds £	Year ended 31 May 2009 Total £	Unrestricted funds £	Restricted funds £	Year ended 31 May 2008 Total £
<b>Incoming resources</b>							
Incoming resources from generated funds							
Voluntary income	2a	78,269		78,269	69,599	350	69,949
Activities for generating funds		0		0	0	0	0
Investment income	2b	166		166	1,957	0	1,957
Incoming resources from charitable activities	2c	3,407		3,407	9,818	0	9,818
Other incoming resources				0	0	0	0
<b>Total incoming resources</b>		<b>81,842</b>	<b>0</b>	<b>81,842</b>	<b>81,374</b>	<b>350</b>	<b>81,724</b>
<b>Resources expended</b>							
Costs of generating funds							
Costs of generating voluntary income		0		0	0	0	0
Charitable activities	3	90,005		90,005	105,115	0	105,115
Governance costs		0		0	0	0	0
Other resources expended		0		0	0	0	0
<b>Total resources expended</b>		<b>90,005</b>	<b>0</b>	<b>90,005</b>	<b>105,115</b>	<b>0</b>	<b>105,115</b>
<b>Net incoming/outgoing resources before transfers</b>		<b>(8,163)</b>	<b>0</b>	<b>(8,163)</b>	<b>(23,741)</b>	<b>350</b>	<b>(23,391)</b>
<b>Transfers</b>							
Gross transfers between funds		0	0	0	0	0	0
<b>Net incoming resources before other recognised gains and losses</b>		<b>(8,163)</b>	<b>0</b>	<b>(8,163)</b>	<b>(23,741)</b>	<b>350</b>	<b>(23,391)</b>
<b>Other recognised gains/losses</b>							
Gains on revaluation of fixed assets for charity's own use							
Gains/losses on investment assets							
<b>Net movement in funds</b>		<b>(8,163)</b>	<b>0</b>	<b>(8,163)</b>	<b>(23,741)</b>	<b>350</b>	<b>(23,391)</b>
<b>Reconciliation of funds</b>							
<b>Total funds brought forward</b>		<b>45,346</b>	<b>875</b>	<b>46,221</b>	<b>69,087</b>	<b>525</b>	<b>69,612</b>
<b>Total funds carried forward</b>		<b>37,183</b>	<b>875</b>	<b>38,058</b>	<b>45,346</b>	<b>875</b>	<b>46,221</b>

The statement of financial activities includes all gains and losses recognised in the year

All incoming resources and resources expended derive from continuing activities

The notes on pages 10 to 12 form part of these accounts

**CONTEMPLATIVE  
FIRE**

Company number 5141218 Registered charity 1106392

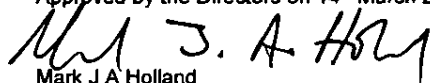
**Balance Sheet**

	Notes	Year ended 31 May 2009 Total £	Year ended 31 May 2008 Total £
<b>Fixed assets</b>			
Tangible assets	6	0	0
<b>Current assets</b>			
Debtors	7	27,972	18,499
Cash at bank and in hand		15,398	35,489
		<u>43,370</u>	<u>53,968</u>
<b>Liabilities</b>			
Creditors amounts falling within one year	8	<u>5,312</u>	<u>7,747</u>
<b>Net current assets</b>		<u>38,058</u>	<u>46,221</u>
<b>Total assets less current liabilities</b>		<u>38,058</u>	<u>46,221</u>
<b>The funds of the charity</b>			
Restricted income funds		<u>875</u>	<u>875</u>
Unrestricted income funds		<u>37,183</u>	<u>45,396</u>
		<u>38,058</u>	<u>46,221</u>

For the year ending 31/05/09 the company was entitled to exemption from audit under section 477 (2) of the Companies Act 2006

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006 The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

Approved by the Directors on 14<sup>th</sup> March 2010 and signed on their behalf by



Mark J A Holland

Director

The notes on pages 10 to 12 form part of these accounts

## **CONTEMPLATIVE FIRE**

Company number 5141218 Registered charity 1106392

### **Notes forming part of the financial statements for the period ended 31 May 2009**

#### **1. Principal accounting policies**

##### Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000), the Companies Act 1985 and Financial Reporting Standards for Smaller Enterprises

All income and expenditure is recorded on an accruals basis

##### Funds Accounting

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been restricted for other purposes

Designated funds are unrestricted funds earmarked by the trustees for particular purposes

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes

##### Incoming resources

These are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the donation or other source of income, any conditions for receipt are met, the trustees are reasonably certain the income will be received and the value can be reliably measured

The value of voluntary help received is not included in these financial statements

##### Gifts in kind

The value of accommodation provided free of charge for the use of the charity is included in these financial statements at its estimated value

##### Resources Expended and Liabilities

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of the resources

Generally liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure

##### Fixed Assets and Depreciation

Fixed assets are stated at cost. Depreciation is provided at rates calculated to write-off the cost of each asset over its expected useful life. The following rate has been used

Computer Equipment	33 3% pa straight line
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**CONTEMPLATIVE FIRE**

**Company number 5141218 Registered charity 1106392**

**Notes forming part of the financial statements for the period ended 31 May 2009**

	Unrestricted funds £	Restricted funds £	Year ended 31 May 2009 Total £	Unrestricted funds £	Restricted funds £	Year ended 31 May 2008 Total £
<b>2 Incoming Resources</b>						
<b>a Voluntary income</b>						
Donations	49,032		49,032	40,935	350	41,285
Donated accommodation	19,800		19,800	19,800	0	19,800
Tax recoverable on donations eligible for Gift Aid	9,437		9,437	8,864	0	8,864
	<b>78,269</b>	<b>0</b>	<b>78,269</b>	<b>69,599</b>	<b>350</b>	<b>69,949</b>
<b>b Investment income</b>						
Interest receivable	166	0	166	1,957	0	1,957
	<b>166</b>	<b>0</b>	<b>166</b>	<b>1,957</b>	<b>0</b>	<b>1,957</b>
<b>c Incoming resources from charitable activities</b>						
Events	3,407	0	3,407	9,818	0	9,818
	<b>3,407</b>	<b>0</b>	<b>3,407</b>	<b>9,818</b>	<b>0</b>	<b>9,818</b>
<b>3 Resources Expended</b>						
<b>Charitable activities</b>						
Activities of worship and training	2,752	0	2,752	1,816	0	1,816
Salaries and accommodation costs	87,253	0	87,253	103,299	0	103,299
	<b>90,005</b>	<b>0</b>	<b>90,005</b>	<b>105,115</b>	<b>0</b>	<b>105,115</b>

<b>Employees</b>	<b>Year ended 31 May 2009</b>	<b>Year ended 31 May 2008</b>
Salaries	£ 51,500	£ 58,106
Employer's NI	£5,189	£4,831
<b>Total</b>	<b>£56,689</b>	<b>£62,937</b>

During the year the charity had two paid employees. No employee received remuneration at a rate exceeding £50,000 pa.

**Trustees and related parties**

The following payments were made to re-imburse out-of-pocket expenses incurred by trustees

Number of trustees who were paid expenses	1
Total amount paid for re-imbursment of expenses paid on behalf of the charity	£2,493

Mr P Roderick received a salary of £30,000 during the year

Mrs Jill Roderick received a salary of £21,500 during the year

**CONTEMPLATIVE FIRE****Company number 5141218 Registered charity 1106392****Notes forming part of the financial statements for the period ended 31 May 2009**

<b>6</b>	<b>Fixed Assets</b>		£
	<b>Cost</b>		
	Brought forward		762
	Additions		
	Carried forward		<u>762</u>
	<b>Depreciation</b>		
	Brought forward		762
	Charge for the period		0
	Carried forward		<u>762</u>
	<b>Net Book Value 31 May 2009</b>		£nil
		2009	2008
<b>7</b>	<b>Debtors and Prepayments</b>	£	£
	Amounts falling due within one year		
	Tax recoverable on gift aid donations	27,399	18,480
	Payments in advance	<u>573</u>	<u>0</u>
		<u>27,972</u>	<u>18,480</u>
<b>8</b>	<b>Creditors and Accruals</b>		
	Amounts falling due within one year		
	Creditors	1,515	3,129
	Accruals	3,209	2,558
	Deposits for retreat	<u>588</u>	<u>2,060</u>
		<u>5,312</u>	<u>7,747</u>