

Mindfulness Scotland
Report and Financial Statements
for the year ended 30 September 2011

Charity number: SC041573
Company number: SC366381



Mindfulness Scotland

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Mindfulness Scotland

Legal and Administrative Information

Charity name	Mindfulness Scotland	
Charity registration number	SC041573	
Company registration number	SC366381	
Directors	Rev. Kevin Franz Dr Alistair Wilson Jane Goodfellow Carol Heron Prof. Stewart Mercer	(Appointed 25 June 2011) (Appointed 25 June 2011) (Appointed 25 June 2011)
Company secretary	Dr Alistair Wilson	
Principal office and Registered office	39 Westbourne Drive Bearsden Glasgow G61 4BH	
Website address	www.mindfulnessscotland.org	
Independent examiner	Alan Cunningham, C.A. Alexander Sloan Chartered Accountants 38 Cadogan Street Glasgow G2 7HF	

Mindfulness Scotland
Directors' Annual Report
for the year ended 30 September 2011

The Directors present their report and the financial statements of the charity for the year ended 30 September 2011.

Directors

The Directors of the charitable company are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Directors.

The Directors serving during the year and since the year end are detailed on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Mindfulness Scotland ("the charity") was incorporated on 30 September 2009 (No.SC366381) as a company limited by guarantee, governed by its Memorandum and Articles of Association. The company was recognised as a Scottish charity (No.SC041573) on 16 June 2010.

Appointment of Directors

The Directors shall be elected by a ballot from amongst the members of the company. There should be a minimum of five directors and a third should retire at every AGM. New Directors take part in an induction programme, which aims to familiarise them with the charity's values, aims and objectives together with its day-to-day operations, in addition to clarifying their statutory responsibilities as Directors of a company limited by guarantee and as Trustees of a charity.

Organisational structure

The Directors are responsible for the direction and administration of the charity and serve on a voluntary basis.

OBJECTIVES AND ACTIVITIES

The charity's objectives are to relieve those in need by reason of age, ill health, disability, financial hardship or other disadvantage through the provision of mindfulness based therapeutic programmes. Also to establish and run mindfulness based education and training in Scotland and beyond.

Mindfulness Scotland
Directors' Annual Report
for the year ended 30 September 2011

ACHIEVEMENTS AND PERFORMANCE

Significant highlights, events and developments of note in the period include the following:

Although activity for Mindfulness Scotland has been quiet over the past year, we have been building a foundation for stability and direction over the next couple of years.

We have been successful in recruiting a core of committed Directors who have been able to meet on a regular basis and develop strategy to meet our charitable objectives.

We have been able to deliver three pilot projects; namely the delivery of MBCT in the community, a mindfulness programme for addictions and the development of an introduction and stress reduction programme for NHS staff.

The highlight of our current year was the successful conference held on 20 June 2012 with Jon Kabat Zinn at Glasgow University which was attended by over 500 people.

FINANCIAL REVIEW

Per the Statement of Financial Activities on page 6, the charity reported net outgoing resources (i.e. deficit) for the year of £3,419 and total funds of £2,374 which were held by the General Fund (Unrestricted).

Transfers of £1,135 from the Development Fund (Restricted) to the General Fund represent a reallocation of expenditure which was borne by the General Fund in the first accounting period to 30 September 2010 but which, according to the terms of the grant award, should have been financed by the Development Fund (Restricted).

Reserves policy

Unrestricted Funds at 30 September 2011 amounted to £2,374 which, given the charity's early development, was acceptable to the Directors.

Mindfulness Scotland

Directors' Annual Report for the year ended 30 September 2011

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements 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 charitable company will continue in operation.

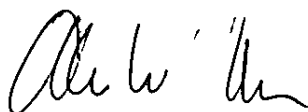
The Directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner

Alan Cunningham, C.A., a Partner in Alexander Sloan, Chartered Accountants, was appointed as Independent Examiner and the Directors recommend that Alan Cunningham remains in office as Independent Examiner until further notice.

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

This report was approved by the Directors on 28 June 2012 and signed on their behalf by



Dr Alistair Wilson
Director/Secretary

Mindfulness Scotland

Independent Examiner's Report to the Directors on the Unaudited Financial Statements of Mindfulness Scotland.

I report on the financial statements of Mindfulness Scotland for the year ended 30 September 2011 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared in accordance with the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (effective April 2008).

Respective responsibilities of Directors and examiner

The charity's Directors (who are also directors of the company for the purpose of company law) are responsible for the preparation of the financial statements in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("2005 Act") and the Charities Accounts (Scotland) Regulations 2006 ("2006 Accounts Regulations"). The charity's Directors 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 financial statements as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's report

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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeks explanations from the Directors 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 financial statements.

Independent Examiner's statement

In the course of 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, Regulation 4 of the 2006 Accounts Regulations; and

to prepare financial statements which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts 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 financial statements to be reached.



Alan Cunningham, C.A.
Partner

Alexander Sloan
Chartered Accountants

38 Cadogan Street
Glasgow
G2 7HF

28 June 2012

Mindfulness Scotland

Statement of Financial Activities
(incorporating Income and Expenditure Account)

for the year ended 30 September 2011

	Notes	Unrestricted funds £	Restricted funds £	2011 Total £	2010 Total £
Incoming resources					
Incoming resources from generated funds					
Investment income	2	4	-	4	3
Incoming resources from charitable activities					
	3	1,680	-	1,680	11,530
Total incoming resources		<u>1,684</u>	<u>-</u>	<u>1,684</u>	<u>11,533</u>
Resources expended					
Charitable activities	4	(10)	(3,085)	(3,095)	(4,645)
Governance costs	5	(828)	(900)	(1,728)	(720)
Other resources expended	6	-	(280)	(280)	(375)
Total resources expended		<u>(838)</u>	<u>(4,265)</u>	<u>(5,103)</u>	<u>(5,740)</u>
Net (outgoing)/incoming resources before transfers					
		846	(4,265)	(3,419)	5,793
Gross transfers between funds		1,135	(1,135)	-	-
Net movement in funds		<u>1,981</u>	<u>(5,400)</u>	<u>(3,419)</u>	<u>5,793</u>
Reconciliation of funds					
Total funds brought forward		393	5,400	5,793	-
Total funds carried forward		<u>2,374</u>	<u>-</u>	<u>2,374</u>	<u>5,793</u>

The notes on pages 9 to 12 form an integral part of these financial statements.

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Balance Sheet as at 30 September 2011

		2011		2010	
	Notes	£	£	£	£
Current assets					
Cash at bank and in hand		5,102		6,888	
		<u>5,102</u>		<u>6,888</u>	
Creditors: amounts falling due within one year	8	<u>(2,728)</u>		<u>(1,095)</u>	
Net current assets			<u>2,374</u>		<u>5,793</u>
Net assets			<u>2,374</u>		<u>5,793</u>
Funds					
Unrestricted funds					
General funds	10		2,374		393
Restricted funds	11		-		5,400
			<u>2,374</u>		<u>5,793</u>

The Directors' statements required by Sections 475 (2) and (3) are shown on the following page which forms part of this Balance Sheet.

The notes on pages 9 to 12 form an integral part of these financial statements.

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Balance Sheet (continued)

Directors' statements required by Sections 475 (2) and (3) for the year ended 30 September 2011

In approving these financial statements as Directors of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by Section 477 of the Companies Act 2006 ;

(b) that no notice has been deposited at the registered office of the company pursuant to Section 476 requesting that an audit be conducted for the year ended 30 September 2011 and

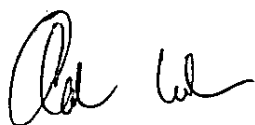
(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps accounting records which comply with Section 386, and

(2) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including the income and expenditure, for the year then ended in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board on 28 June 2012 and signed on its behalf by



Dr Alistair Wilson
Director

Registered number: SC366381

The notes on pages 9 to 12 form an integral part of these financial statements.

Mindfulness Scotland

Notes to the Financial Statements for the year ended 30 September 2011

1. Accounting policies

1.1. Accounting convention

The financial statements are prepared under the historical cost convention and where appropriate modified to include the revaluation of certain fixed assets and in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

1.2. Incoming resources

Income from investments is included in the year in which it is receivable.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions is recognised as earned (as the related goods or services are provided). Grant income included in this category provides funding to support performance activities and is recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

1.3. Resources expended

Expenditure is recognised on an accruals basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

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 incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

2. Investment income

	2011	2010
	£	£
Interest received	4	3
	<u>4</u>	<u>3</u>

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Notes to the Financial Statements for the year ended 30 September 2011

3. Incoming resources from charitable activities

	2011	2010
	£	£
Big Lottery Fund	-	10,000
Income from Mindfulness courses	1,680	1,530
	<u>1,680</u>	<u>11,530</u>

4. Costs of charitable activities

	2011	2010
	£	£
Website	144	600
Business plan and funding strategy	-	4,000
Bank Charges	10	-
Subscriptions	-	15
Training costs	2,941	-
Legal and professional	-	30
	<u>3,095</u>	<u>4,645</u>

5. Governance costs

	2011	2010
	£	£
Professional Fees	300	-
Independent examination	1,428	720
	<u>1,728</u>	<u>720</u>

6. Other resources expended

	2011	2010
	£	£
Late filing penalty	-	375
Repayment to Big Lottery Fund	280	-
	<u>280</u>	<u>375</u>

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Notes to the Financial Statements for the year ended 30 September 2011

7. Directors' emoluments

There were no individuals employed by the charity during the year.

No Director nor any persons connected to them received emoluments or any reimbursement of any expenses during the year.

8. Creditors: amounts falling due within one year

	2011 £	2010 £
Other creditors	280	-
Accruals and deferred income	2,448	1,095
	<u>2,728</u>	<u>1,095</u>

9. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 30 September 2011 as represented by:			
Current assets	3,922	1,180	5,102
Current liabilities	(1,548)	(1,180)	(2,728)
	<u>2,374</u>	<u>-</u>	<u>2,374</u>

10. Unrestricted General Funds	1 Oct '10 £	Incoming £	Outgoing £	Transfers £	30 Sep '11 £
General Fund	393	1,684	(838)	1,135	2,374
	<u>393</u>	<u>1,684</u>	<u>(838)</u>	<u>1,135</u>	<u>2,374</u>

Purposes of General Funds

General Fund

The General Fund encompasses all income and expenditure relating to the primary focus activities of the charity, other than those for which funding is restricted.

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Notes to the Financial Statements for the year ended 30 September 2011

11. Restricted funds	1 Oct '10 £	Outgoing £	Transfers £	30 Sep '11 £
Development Fund	5,400	(4,265)	(1,135)	-
	<u>5,400</u>	<u>(4,265)</u>	<u>(1,135)</u>	<u>-</u>

Purposes of restricted funds

Development Fund

Represents funding received from the Big Lottery Fund (Investing in Ideas Grant) towards capacity building, assessment of funding opportunities and delivery of Mindfulness courses. Expenditure of £4,265 includes provision for the repayment of £280 to the Big Lottery Fund representing the unused balance of the original grant award.