

Trustees' Annual Report for the period

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Period start date			Period end date		
01	01	2020	31	12	2020
From			To		

Section A

Reference and administration details

Charity name

U3A Canterbury & District

Other names charity is known by

Registered charity number (if any)

1026681

Charity's principal address

8 Orange Street

Canterbury

Kent

Postcode

CT1 2JA

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Lillas Adamson	Chair	01.01.20 to 29.03.20	
2	Chris Plant	Chair	30.03.20 to 31.12.20	
3	David Clarke	Vice Chair		
4	Keith Watson	Treasurer		
5	Mary Laslett	Membership Secretary	20.04.20 to 31.12.20	
6	Angela Tippet	Course Administrator		
7	Pam McGregor	Director of Studies		
8	Ursula Steiger	Asst. Director of Studies		
9	Miriam Westendarp	Business Secretary		
10	Christo Thiarth			
11	Barbara Rogers	Volunteer Coordinator	01.01.20 to 07.08.20	
12	Trevor Peel		12.10.20 to 31.12.20	
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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

The constitution is based upon a model suggested by the Third Age Trust (TAT) to which the U3A Canterbury & District (U3A) is affiliated. This was last revised at the AGM on 13th July 2020 following further changes recommended by TAT and the Charity Commission.

How the charity is constituted
(eg. trust, association, company)

Trust

Trustee selection methods
(eg. appointed by, elected by)

Trustees are members of the U3A and collectively form the committee which runs it. The AGM elects the committee members, but more can be co-opted as required during the year. Each Trustee is required to answer questions regarding their suitability and probity to act as a Trustee for the charity.

Names of the charity trustees who manage the charity			
Trustee name	Office (if any)	Date started (if not for which year)	Name of person (or body) entitled to appoint trustee (if any)
1. Lillian Adamson	Chair	01.01.2019 to 31.12.20	
2. Chris Paine	Chair	30.03.2019 to 31.12.20	
3. David Clarke	Vice Chair		
4. Kevin Watson	Treasurer		
5. Mary Luffell	Membership Secretary	20.04.2019 to 31.12.20	
6. [Name]	[Office]		
7. Pam McGregor	Director of Studies		
8. Ursula Steiger	Asst. Director of Studies		
9. Martin Westhead	Business Secretary		
10. Clive Thrift			
11. Barbara Rogers	Volunteer Coordinator	01.01.2019 to 31.12.20	
12. Trevor Peel		31.10.2019 to 31.12.20	
13.			
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20.			

Summary of the objects of the charity set out in its governing document

Canterbury & District U3A is a learning co-operative which draws upon the knowledge, experience and skills of its members to organise courses, interest groups, events and activities in accordance with the wishes of the membership. Learning is purely for pleasure with no distinction made between group leaders and learners. No accreditation or certificates exist and there are no assessments or qualifications to be gained. The organisation exists for members to share and enjoy learning and members are encouraged to both lead and learn.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

This has been such an unusual year as a result of the COVID-19 pandemic. I agreed to take the Chair in April 2020. As the date approached, it was obvious the AGM would have to be postponed until July due to HMG Covid 19 restrictions. We decided to adopt Zoom and continue our monthly Committee Meetings via this medium. The AGM was then held on line on July 13th, followed by a Committee Meeting via Zoom as face-to-face gatherings were prohibited. The minutes of the AGM were circulated to members to keep them informed.

We have continued with the Wednesday monthly meeting via Zoom with a Speaker, attracting up to 150 members each time.

The Committee are working from home using the Beacon System and G-suite ensuring we can work efficiently and maintain regular contact with the members. It is essential that we work as a team to provide the best service we can in the circumstances and ensure Canterbury u3a continues to thrive.

A number of members did not renew in 2020, due to the pandemic. We were pleased to welcome back many of them, once the on-line Zoom based courses began. For more details see section D below.

Additional details of objectives and activities (Optional information)

Summary of the main achievements of the charity during the year

The membership of Canterbury and District U3A fell to around 1260 members. During the year the committee met 12 times of which 9 meetings were via Zoom. The Beacon computer management system that was introduced in 2018 continued to prove useful on membership matters. Beacon also helps us to comply with the GDPR legislation by ensuring that membership details are held securely within the system.

We have been unable to use the office at Orange Street since March 2020 due to the COVID 19 restrictions. Certain committee members and others have been able to maintain our computer systems on the G-suite together with Beacon and our web site from their homes. As a result we have been able to keep our U3A alive and maintain a service to our members through the use of Zoom.

Work has progressed to update our Website to make it more useful to both members and prospective members. For example the latter can now join us following a link on the web site. We are fortunate in having a Technical Team who have continued to upgrade our IT systems with innovative ideas such as the ability to join our u3a and register for courses directly on line via the website. The Courses Team and Tutors introduce courses on Zoom and there have been over 500 members joining them. The courses via Zoom will continue until we can have face to face meetings again. A wide variety of courses are offered for example – history, languages, literature, astronomy, health issues, art, yoga, ukulele, recorder, psychology and many more.

Communications with all members have been maintained via a Bulletin, which is sent via email once a month with a “keeping in touch” letter from the Chair. This is also distributed by post to people without email. We also have a buddy system for these members where someone telephones them at intervals. In addition the Chair maintains chat sessions via Zoom three times a week, including over Christmas, for members who are in need of company. Very good friendships have been formed and we all enjoy being in touch with other people on- line, whilst being unable to meet physically with friends and relatives. Newsletters from the National Office are sent to members who are encouraged to engage with activities listed.

The Chair attends the Network meetings and maintains contact with other chairs of neighbouring u3a's. The Chair attended the National AGM via Zoom.

Our u3a is well represented in the national u3a picture. National and regional summer schools are well supported by our members, both as participants and tutors. The 2020 summer schools had to be cancelled for obvious reasons. However, members took part in classes via Zoom and two of our tutors ran three days of on-line singing which was enjoyable, if not 100% satisfactory. One tutor is currently engaged in teaching 'Song Throughout the Ages' via Zoom on our national winter school.

We renewed the Memorandum of Understanding between our U3a and the University of Kent. The research team continue this collaboration and are planning interesting projects for the future.

The committee agreed the reserves policy in June 2013. It takes account of advice by the Charity Commission and that of the Third Age Trust. The actual level is determined by the committee on recommendation by the Treasurer.

None

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our U3A is supported through funds received from its members from subscriptions and course fees. These are used to fund our objectives as detailed in section C and D of this report through the hire of course venues, rental of the office accommodation at Orange Street, payment of speaker fees etc.

A very small sum is received as interest payments from the bank. A 5 year look forward financial management plan is used to assist in ensuring the financial security of the U3A. Progress is regularly reviewed by the committee.

Other optional information

[illegible]

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Christine B Plant

W. J. Walker

Christine Barbara Plant

Keith Jon Watson

Chair

Treasurer

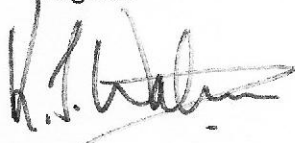
11th May 2021

U3A CANTERBURY & DISTRICT
STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD
1ST JANUARY 2020 to 31ST DECEMBER 2020

	2020	2019
	£	£
INCOME & RESOURCES		
<i>Activities to further the charity's objectives</i>		
Incoming Resources		
Net Subscriptions	25,032	26,124
Courses and fees	524	26,785
Miscellaneous	6	286
Bank Interest	5	8
Third Age Trust Grant	0	200
TFR ex Outings A/C	0	1,645
Outings -Receipts	0	5,719
Gift Aid	3,085	0
Total Income	28,652	60,766
Resources Expended		
Course Expenses	577	2,304
Administration	2,311	4,311
Rents	12,531	31,065
Communications: Printing	374	4,116
Communications: Post	1,171	5,222
TAT Affiliation Fee	5,040	5,299
Beacon Usage Fee	1,476	1,307
Speakers	427	777
Outings Expenditure	0	6,661
Sub Total	23,907	61,062
Asset Purchases		
Laptops PCs	0	0
Orange St Equipment	0	53
Total Resources Expended	23,907	61,115
Net resouces less net expenses	4,745	-348
NET MOVEMENT IN FUNDS		
Funds bal. B/F at 1st Jan	58,906	59,273
PayPal funds/Chqs uncleared	-6	18
Total Funds balance at year end	63,657	58,906
Difference	£4,745	-349

This Financial Statement has been examined by the Independent Examiner Jonathan Butchers, whose statement is provided seperately.

Signed:



Keith Watson
Treasurer



Chris Plant
Chair

Date: 24/02/2021

Date: 14/03/2021

Independent examiner's report to the trustees of U3A Canterbury & District Registered Charity 1026681

I report on the accounts of the Trust for the year ended 31st December 2019, which are set out below.

Respective responsibilities of trustees and examiner.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission.

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 seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

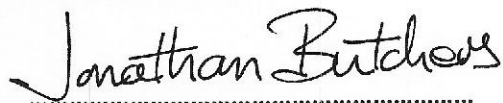
Independent examiner's statement

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 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act 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.



Name: **Jonathan Butchers**

Relevant professional qualification or body: **None**

Address: 10 Homersham, Canterbury, CT1 3RG

Date: 20/02/2021