



Trustees' Annual Report for the period

| | | | | | |
|-------------------|----|-----------------|----|----|------|
| Period start date | | Period end date | | | |
| 01 | 01 | 2021 | 31 | 12 | 2021 |
| 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

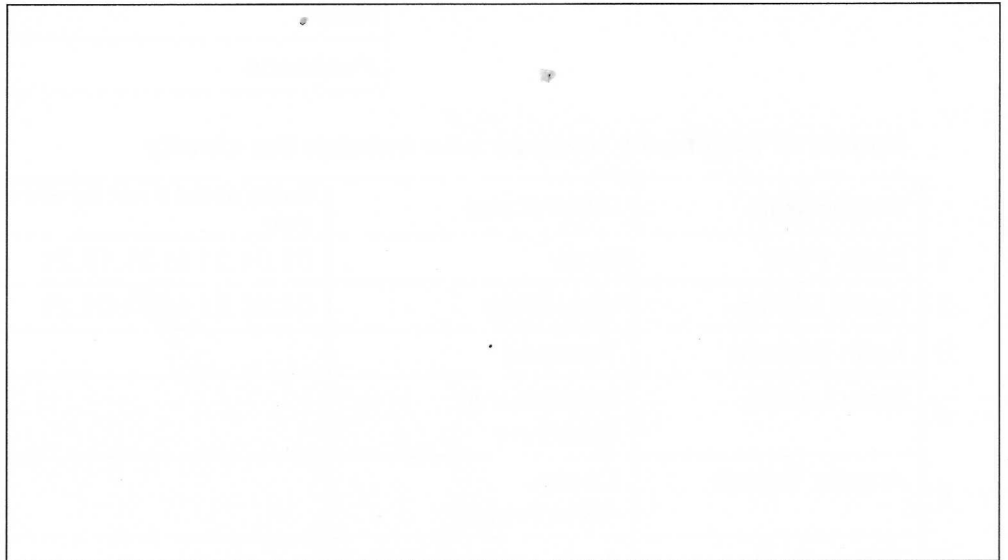
CT1 2JA

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 | Chris Plant | Chair | 01.01.21 to 31.12.21 | |
| 2 | David Clarke | Vice Chair | 01.01.21 to 24.01.21 | |
| 3 | Keith Watson | Treasurer | | |
| 4 | Mary Laslett | Membership Secretary | | |
| 5 | Angela Tippet | Course Administrator | | |
| 6 | Trevor Peel | Asst. Treasurer | | |
| 7 | Pam McGregor | Director of Studies | 01.01.21 to 14.04.21 | |
| 8 | Ursula Steiger | Course Development Coordinator | | |
| 9 | Miriam Westendarp | Business Secretary | 01.02.21 to 08.02.21 | |
| 10 | Miriam Westendarp | Vice Chair | 25.01.21 to 31.12.21 | |
| 11 | Robert Matthews | Business Secretary | 08.02.21 to 31.12.21 | |
| 12 | Robin Terry | Vice Chair | 13.09.21 to 31.12.21 | |
| 13 | Jane Dennett | Course Planning Coordinator | 08.02.21 to 31.12.21 | |
| 14 | Christo Thiarth | | 01.02.21 to 03.02.21 | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

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 13 th 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. |



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)

2021 proved to be another challenging year as we learned to adapt to the changing rules surrounding Covid. We continued to follow Government advice throughout. Our Chair initially held four Zoom chat sessions each week to give members the opportunity to meet and ease feelings of isolation. It was decided to continue with these Zoom meetings once a week even, when face to face meetings resumed later on in 2021.

The committee met 11 times in 2021 via Zoom but intend to recommence face-to-face meetings in April 2022. For the second year running we held the AGM 2021 on Zoom.

We continue to have a Memorandum of Understanding with the University of Kent, and Rona Hodges as our Coordinator liaises with them when there is a project in which our members can be involved.

The membership of Canterbury and District U3A fell to around 1120 members. During the year the committee met 11 times all of which 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.

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 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 only been unable to use the office at Orange Street in the latter part of 2021 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.

Our Website enables prospective members to join by following a link on the web site. The Courses Team and Tutors introduce courses on Zoom and there have been over 500 members joining them. As the Covid-19 restrictions have eased we have been able to offer a mixture of Face to Face courses and via Zoom. A wide variety of courses are offered for example – history, languages, literature, astronomy, health issues, art, yoga, ukulele, recorder, psychology and many more.

In addition to the Chat sessions referred to in section C, 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. Very good friendships have been formed and we all enjoyed being in touch with other people on- line, whilst being unable to meet physically with friends and relatives.

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

In July 2021 we arranged a riverside picnic to enable members to meet, it was a very happy gathering in glorious sunshine and really helped ease the feelings of isolation felt by many.

Monthly meetings were conducted on Zoom until September when we resumed face to face meetings; with a variety of very interesting speakers.

Open Day and the Launch of the Autumn Programme was held in September, with a display of crafts on show and music played on the street. Over 20 new members joined our u3a at the event.

A quiz in November organised was very well attended and enjoyed by members.

In December we were very pleased to be able to hold a bring and share Christmas lunch. The Christmas Concert the following week provided a very festive end to the year as we were entertained by singers, ukuleles, finger pickers, recorders.

At all these events the hospitality team provided refreshments which is much appreciated by all.

Roger and Margaret Lansdell organised two holidays in 2021 one to Northumberland and another to Northampton. The holidays are very popular with our members.

Section E

Financial review

Brief statement of the charity's policy on reserves

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.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

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. 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.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

Christine B Plant

Keith Jon Watson

Full name(s)

Christine Barbara Plant

Keith Jon Watson

Position (eg Secretary, Chair, etc)

Chair

Treasurer

Date

26/01/2022

U3A Canterbury & District
Consolidated Balance Sheet as at 31st December 2021

All funds listed are Unrestricted

| | 2021 | | | 2020 | | |
|--|--------|--------|--------|---------|--------|--------|
| | £ | £ | £ | £ | £ | £ |
| Cash at Lloyds Bank A/C Current | 46,002 | | | | | 41,257 |
| Cash at Lloyds bank A/C Outings | 2,635 | | | | | 2,635 |
| Cash at Lloyds bank A/C Deposit | 15,000 | | | | | 15,000 |
| PayPal A/C | 20 | | | | | 20 |
| Total cash at Bank 1st Jan | 63,657 | 63,657 | | 58,912 | | 58,912 |
| Net Movement of Funds ex Financial Statement | | 5,626 | | 4745.04 | | |
| Fixed Assets @Y/E | | 139 | | 170 | | |
| Total Value at Y/E | | 69,422 | 69,422 | 63,828 | 63,828 | |

REPRESENTED BY;

CURRENT ASSETS

| | 31.12.21 | Total | 31.12.20 | Total |
|---------------------------------|----------|--------|----------|--------|
| | £ | £ | £ | £ |
| Cash at Lloyds Bank A/C Current | 51,628 | | 46,002 | |
| Cash at Lloyds bank A/C Outings | 2,635 | | 2,635 | |
| Cash at Lloyds bank A/C Deposit | 15,000 | | 15,000 | |
| PayPal A/C | 20 | | 20 | |
| Cash at bank 1st Jan | N/A | | N/A | |
| Sub Total at year end | 69,283 | 69,283 | 63,657 | 63,657 |

FIXED ASSETS

| | | | | |
|-------------------------------|-----|-----|-----|-----|
| B/Fwd | 171 | | 754 | |
| Purchased in Year | 0 | | 0 | |
| Total Fixed Assets | 171 | | 754 | |
| Less depreciation/written off | 32 | | 583 | |
| Net Fixed Assets | 139 | 139 | 171 | 171 |

CREDITORS

| | | | | |
|-------------------------------------|--------|---|--------|---|
| Amounts falling due within 3 months | | | | |
| Bookings | 0 | | 0 | |
| PayPal/Chqs bfwd ex last year- | -20 | | -20 | |
| PayPal/chqs not cld | 20 | | 20 | |
| | | 0 | | 0 |
| Net Assets | 69,422 | | 63,828 | |

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

Signed:

Keith Watson
Treasurer

Chris Plant
Chair

Date: 25/01/2022

Date: 26/01/2022


U3A CANTERBURY & DISTRICT
STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD
1ST JANUARY 2021 to 31ST DECEMBER 2021

| | 2021 | 2020 |
|---|---------------|---------------|
| | £ | £ |
| INCOME & RESOURCES | | |
| <i>Activities to further the charity's objectives</i> | | |
| Incoming Resources | | |
| Net Subscriptions | 22,518 | 25,032 |
| Courses and fees | 0 | 524 |
| Miscellaneous | 59 | 6 |
| Bank Interest | 2 | 5 |
| Third Age Trust Grant | 0 | 0 |
| TFR ex Outings A/C | 0 | 0 |
| Outings -Receipts | 0 | 0 |
| Gift Aid | 3,027 | 3,085 |
| Total Income | 25,606 | 28,652 |
| Resources Expended | | |
| Course Expenses | 68 | 577 |
| Administration | 2,791 | 2,311 |
| Rents | 11,462 | 12,531 |
| Communications: Printing | 582 | 374 |
| Communications: Post | 129 | 1,171 |
| TAT Affiliation Fee | 3,472 | 5,040 |
| Beacon Usage Fee | 1,032 | 1,476 |
| Speakers | 445 | 427 |
| Outings Expenditure | 0 | 0 |
| Sub Total | 19,980 | 23,907 |
| Asset Purchases | | |
| Laptops PCs | 0 | 0 |
| Orange St Equipment | 0 | 0 |
| Total Resources Expended | 19,980 | 23,907 |
| Net resources less net expenses | 5,626 | 4,745 |
| NET MOVEMENT IN FUNDS | | |
| Funds bal. B/F at 1st Jan | 63,657 | 58,912 |
| Chqs cld ex last year & Chqs not cld at Y/E | 0 | 0 |
| Total Funds balance at year end | 69,283 | 58,907 |

Bank Accounts total at Year End **£69,283** | £63,657

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


Signed:



Keith Watson

Treasurer

Date: 25/01/2022



Chris Plant

Chair

Date: 26/01/2022

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 2021, 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: 25/01/2022