

Trustees Report 2023/2024

Trustees 2023 - 2024

Chairperson – Anne Vardy; Vice Chair – Christopher Boydell;
Business Secretary – Ian Harvey; Treasurer – Richard Green;
Membership Secretary- Nikki Cox; Communications Secretary – Ruth Sanders; Speakers' Secretary – Ann Webley; Policy Administrator - Robert Lang

Proposed Trustees for 2024-2025

Chairperson: Chris Boydell

Vice Chair: **Vacancy**

Business Secretary: Sue Powell

Treasurer: **Vacancy**

Communications' Officer: **Vacancy**

Membership Secretary: Ruth Sanders

Policy Administrator: Robert Lang

Groups Coordinator - Anne Vardy

General Committee members: Ann Webley, Speakers' Secretary

Jane Dobson

Non-Committee Roles – We thank the following for their invaluable support in keeping Cirencester u3a active and growing.

Beacon Administrator: Andrew McKechnie

Web design/administrator: Virginia Tatlioglu,

Newsletter and News Bulletin editors: Margo Wallis and Bonnie Green

Speakers' Secretary support: Gill Faulkner

Audio Visual Administrator: Steve Fearn, Ian Harvey

Further thanks go to the Meeters and Greeters Group, led by Melanie Towle, who are on duty at every Monthly Meeting, Refreshment suppliers Brian and Eunice Wells, the Groups that have been responsible for serving refreshments at the monthly meetings and the 'hidden' members who set up, put away the chairs and tidy up before and after every monthly meeting.

Special thanks go to the Technology/website team for adapting and improving our u3a internet technology. Andrew McKechnie, Nikki Cox, Virginia Tatlioglu, Steve Fearn and Richard Green have all contributed to the successful improvement of our systems.

All these members have worked steadily and willingly behind the scenes, keeping our u3a functioning smoothly.

Main Activities during the year.

1) Updating our policies which is done every 3/4 years.

Robert Lang, the Policy Administrator, has done an excellent job of checking that our policies are in line with the latest National Office advice. The committee has reviewed and updated six policies, two are in the process of being updated and two will be reviewed next year.

2) Redesigning the Cirencester u3a website.

Virginia Tatlioglu took on the role of Web Administrator succeeding Peter Landless, who after many years of supporting the website, decided to stand down. She has brought a fresh look and feel to the website reflecting how things have been changing in the world of the internet.

3) Completing the online membership system, which is now linked the renewal of membership and the payment of fees.

After an initial trial last year, the Online Payment system is linked to the website and over 70% of membership fees have been made

online. This action was initiated by Nikki Cox and supported by Virginia Tatlioglu, Richard Green, Ian Harvey, Steve Fearn, Andrew McKechnie, and Richard Green. A fine example of u3a teamwork.

4) Visiting groups to improve communications and support Group Leaders - to get suggestions for actions that can benefit all members and to share the fun and joy that members have in their groups.

Over 30 groups were visited or represented by committee members in the past year. The greatest need expressed was for Group Leaders to have a support member as Secunder in their groups and for group members to take on regular tasks in the group meetings. Most groups now have a member who can deputise if needed. Several groups have also introduced rotas for members to help by taking venue contributions, preparing refreshments or setting up the meeting room.

5) Cirencester Radio and the Cirencester Community Development Trust invited our u3a to enter for an award for Sustainability. Our u3a was one of three finalists who were presented with a Cirencester Community Award for 2023. Thank you to Ruth Sanders and Anne Vardy for writing the report and to the Group Leaders who supported us with our application.

6) Committee members have attended workshops run by the u3a National Office and the Southwest Region on; ED&I (Equality, Diversity, and Inclusion); A regular Chair's Forum for all regions; Treasurer's training workshops; Meetings to discuss the new Pilot Council scheme for representation of u3as to the National Board of trustees.

Seven new members attended two Cotswold Link half yearly meetings in Evesham. We thank them for volunteering for this and for their excellent feedback to the committee. All these meetings help the committee and members to keep up to date with the latest guidelines and share ideas in the wider u3a community.

Statistics

719 members

60 active groups

Nine new groups were formed this year - History, Wisdom Circle, Film Club, Grow Your Own, French Conversation, Parliamo Italiano, Family History, Drumming, German Conversation

Three groups closed: China Chat, Cinema Music, Science & Technology

New members: 142 since April 2023

Members' Monthly Meetings

We were entertained extremely well this year with a wide range of topics taking us flying with the Red Arrows and the late Queen, Enjoying the songs of Gershwin and Cole Porter, feeling the emotional struggle of John Harrison to invent his gimballled clock to determine longitude for safe ocean navigation, getting an insight into working with long term prisoners , learning about the history of Gloucester Docks and Edward Wilson's journeys to Antarctica with Robert Scott.

Finances

The increase of the membership by £2 to £12 last year, has ensured that our finances are sound.

Analysis of Members' subscription fee

Annual subscription	<u>£12</u>
u3a National fee	£ 4
TAM Magazine	£ 3.60
CLA costs	£0.09
Beacon	<u>£ 1.00</u>
Total to National Office	£ 8.69

Cirencester Branch funding £ 3.33 per member

We thank Richard Green sincerely for his work as Treasurer and his steady support to the committee on all financial matters.

The Financial statements are available as separate documents.

Committee members who are stepping down and the proposed members to take up new positions. The maximum period of continuous tenure for any main Committee Position is 3 years.

Anne Vardy has served one year as Vice Chair and three years as Chair and Groups' Coordinator. Anne will continue as Groups' Coordinator.

Chris Boydell has been Vice Chair for one year and will take on the role of Chair.

Ian Harvey has served three years as Membership Secretary and three years as Business Secretary. Ian must step down from this position.

Nikki Cox has served three years as Membership Secretary and will take over the non-committee role of Newsletter editor.

Ruth Sanders has served three years as Communications' Officer. Ruth will take on the role of Membership Secretary.

Richard Green previously served three years as Membership Secretary and stepped in last year to be Treasurer when this position was not filled. He is stepping down from the committee.

There will be a change to editing the Newsletter and Bulletin.

Margo Wallis is handing over the editorship of the Newsletter to Nikki Cox. Margo is one of the longest serving members in our u3a. We owe her a huge debt of gratitude for the ten years as Newsletter Editor making sure that all members are kept up to date with activities and events. Her husband, David, has been the main proofreader for the newsletters and we thank him sincerely for his

unwavering support and hard work in ensuring that members have a 'good read' every other month.

Bonnie Green edited the Bimonthly Bulletin and will hand over to Nikki Cox, who will be the editor for both publications. Thank you to Bonnie who kept members updated with the Monthly Meeting information and any changes to groups or new ones starting.

Going Forward – priority for 2024 – 25

The National u3a has introduced the first consultation documents on making sure that the u3a is Fit for the Future. Issues such as health, technology, accessibility, and inclusion will underpin all that we do.

The ongoing objective will always be to ensure that our u3a members have a safe and positive environment in which to learn, laugh and live. One of the main aims is to enable members to contribute to the joyful experiences that are so important in a u3a.

Sincere Thanks - there would be no u3a without you.

Group leaders have been very positive this year and have given their time and energy to making their groups places where learning, fun and friendships remain at the heart of what we do.

Members' wholehearted engagement is vital for our u3a to continue to thrive, and we recognise that u3a is all about you.

The committee thank everyone for their support and involvement this past year. We look forward to another year of sharing experiences and learning with friends.

Anne Vardy

Cirencester u3a Chair

25th April 2024

Cirencester u3a Financial Statement for FY23-24

Income & Expenditure	FY22-23			FY23-24		
				22 September 2024		
Income	Central	Groups	Total	Central	Groups	Total
Annual Membership Subs /	£6,835.00	£12,554.13	£19,389.13	£11,322.95	£10,346.17	£21,669.12
Interest and Activity Group Subs						
Gift Aid tax refund	£1,191.69		£1,191.69	£1,945.67		£1,945.67
Other Income (Deposit A/c interest, Riviera Travel and AmazonSmile commissions, and misc.)	£1,142.43		£1,142.43	£1,930.09		£1,930.09
Cirencester u3a 30 th Anniversary Events	£256.00		£256.00	£0.00		£0.00
Social Events	£1,690.00		£1,690.00	£2,213.25		£2,213.25
Theatre Group	£1,734.00		£1,734.00	£922.00		£922.00
	£12,849.12	£12,554.13	£25,403.25	£18,333.96	£10,346.17	£28,680.13
Expenditure	Central	Groups	Total	Central	Groups	Total
Third Age Trust subs (including Cotswold Link)	£2,786.00		£2,786.00	£2,792.20		£2,792.20
Third Age Matters magazine	£1,445.79		£1,445.79	£1,782.68		£1,782.68
Beacon, web hosting and tri-fold printing	£984.65		£984.65	£767.99		£767.99
Newsletters (printing)	£329.35		£329.35	£420.83		£420.83
General Meetings (speakers, venue hire + refresh'ts)	£1,428.96		£1,428.96	£1,719.75		£1,719.75
Venue Hire (excluding General Meetings)	£340.75	£9,951.21	£10,291.96	£92.80	£10,603.98	£10,696.78
Committee expenses and Groups' management / Interest and Activity Groups' refreshments + admin.	£1,015.24	£749.25	£1,764.49	£832.96	£72.15	£905.11
Equipment and Learning Materials	£88.99	£488.92	£577.91	£8.99	£38.31	£47.30
Training	£0.00		£0.00	£0.00		£0.00
Interest and Activity Group Social Events		£1,798.00	£1,798.00		£453.00	£453.00
Cirencester u3a 30 th Anniversary Events	£913.78		£913.78	£0.00		£0.00
Social Events	£1,691.00		£1,691.00	£2,237.50		£2,237.50
Theatre Group	£1,710.00		£1,710.00	£945.00		£945.00
PayPal Account fees				£112.63		£112.63
	£12,734.51	£12,987.38	£25,721.89	£11,713.33	£11,167.44	£22,880.77
Surplus / Deficit	£114.61	-£433.25	-£318.64	£6,620.63	-£821.27	£5,799.36

Cirencester u3a Financial Statement for FY23-24

Balance Sheet	FY22-23			FY23-24		
	22 September 2024					
Assets	Central	Groups	Total	Central	Groups	Total
Deposit Account balance	£5,426.66		£5,426.66	£5,618.23		£5,618.23
Main Current Account balance	£14,354.16	£1,159.44	£15,513.60	£18,290.04	£156.03	£18,446.07
PayPal Account balance	£342.17		£342.17	£837.54		£837.54
Social Current Account balance		£112.58	£112.58		£65.33	£65.33
Petty Cash Account balance	-£1.50		-£1.50	£164.83		£164.83
Monies held by Interest and Activity Group Leaders		£1,453.49	£1,453.49		£1,819.57	£1,819.57
PayPal Account fees paid for next FY	£35.21		£35.21			£0.00
	£20,156.70	£2,725.51	£22,882.21	£24,910.64	£2,040.93	£26,951.57
Liabilities	Central	Groups	Total	Central	Groups	Total
Annual Membership Subs received for next FY	£5,330.00		£5,330.00	£3,600.00		£3,600.00
Social Current Account monies held for future events	£0.00		£0.00	£0.00		£0.00
	£5,330.00	£0.00	£5,330.00	£3,600.00	£0.00	£3,600.00
Net Worth (Assets less Liabilities) brought forward	£14,517.26	£3,353.59	£17,870.85	£14,939.28	£2,612.93	£17,552.21
Add Surplus / Less Deficit brought down	£114.61	-£433.25	-£318.64	£6,620.63	-£821.27	£5,799.36
Add / Less Inter-Account Transfers	£307.41	-£307.41				
Net Worth (Assets less Liabilities) carried forward	£14,939.28	£2,612.93	£17,552.21	£21,559.91	£1,791.66	£23,351.57

Consolidated Balance Sheet

	FY22-23 Total		FY23-24 Total	
Net Worth (Assets less Liabilities) brought forward	£17,870.85		£17,552.21	
Add Surplus / Less Deficit brought down	-£318.64		£5,799.36	
Assets at end of FY	£22,882.21		£26,951.57	
Liabilities at end of FY	£5,330.00		£3,600.00	
Net Worth (Assets less Liabilities) carried forward	£17,552.21	£17,552.21	£23,351.57	£23,351.57

Cirencester u3a Financial Statement for FY23-24

Note:

The accounts are based on bank/cash monies in and out. Consequently, where venue providers invoice monthly in arrears, any charges for March 2023, invoiced and paid in April 2023, are included. Conversely, any charges for March 2024, due to be invoiced and paid in April 2024, are excluded.

Fairford and District u3a

c/o 4 Dynevor Terrace, Fairford. GL7 4JD

Cirencester u3a Committee

c/o 11 The Maples, Cirencester GL7 1TQ

Cirencester u3a Accounts for the year ended 31 March, 2024

I have examined the above accounts, together with the related bank statements and supporting documentation.

I confirm that:

- 1 The appropriate records have been kept.
- 2 The accounts agree with those records
- 3 The format of the accounts is correct.
- 4 The accounts provide a true and accurate record of the income, expenditure, assets and liabilities for the year ended 31 March, 2024.



G A Dennis ACMA, CGMA