



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From **1st August 2022** To **31st July 2023**

Charity name: Whitby Whaler u3a

Charity registration number: 1031689

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of education and, in particular, the education of older people and those retired from full time work who are in their Third Age (being the period of time after the first age of childhood dependence and the second age of full- time employment and/or parental responsibility) residing in Whitby and its surrounding locality, and for those not in full-time employment. We provide facilities for leisure-time and recreational activities with the object of improving the conditions of life for older people in the interests of their social welfare.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We give our members the opportunity to attend around 40 different interest groups covering a wide range of activities - exercise classes, walking groups, various arts and crafts, music groups, recreational games such as dominoes, mahjong and canasta, discussion and philosophy groups, history talks and monthly lectures. These groups are proposed, formed and led by our members and usually meet on a regular weekly, fortnightly or monthly basis at various venues around Whitby. We also hold a monthly coffee morning which gives members an opportunity to socialise and sign up for a variety of ad-hoc events such as theatre trips, concert outings and days out to visit various historic sites of interest and gardens. A monthly newsletter is e-mailed to our members and a paper version made available at various town locations.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	New Trustees attend training sessions run by the parent Third Age Trust organisation outlining the roles and responsibilities of a trustee and the role of the Charity commission.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The ethos of the u3a organisation is that of self-help and life-long learning, with members freely sharing their skills and knowledge with others. Most of our groups are led by volunteers from within our membership, and all committee members are volunteers. A small number of classes which require additional expertise not available from within our membership are conducted by paid tutors.
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>During the year we have regularly provided around 40 different interest groups and offered a wide range of outings, trips etc at low cost to around 600 members, enriching their lives in education, well-being and socially.</p> <p>We aim to be welcoming and inclusive to anybody within the criteria set out in our constitution, and work to raise our profile throughout the local area – both in the town itself and the outlying rural areas – and increase awareness of what we can offer, especially to those at risk of becoming socially isolated after retirement.</p> <p>We have participated in a number of events within the wider community such as Remembrance Day wreath laying, the local church Christmas tree festival and having a stall at a community fun day. On occasions through the year our four music groups have performed for the entertainment not only of our own members and for other u3as, but also in community settings such as care homes and for the wider public at events such as a Christmas lights switch on. Our 'Third Age Stagers' amateur dramatic group put on two sell-out shows over several nights for both members and the wider public.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	During the financial year 2022-23 the charity saw a total income of £31,244.04 made up almost entirely of members class fees and annual membership subscriptions. Total expenditure was £36,272.77, around 80% of which was for venue hire and tutor costs for the classes. This means that over the year the charity has suffered a financial deficit of £5,028.73, higher than the previous years deficit of £910.10
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	As recommended by the national Third Age Trust umbrella organisation to which we are affiliated, we aim to hold sufficient reserves to meet expected expenditure for 6-12 months.
Amount of reserves held	Para 1.22	At the end of the Financial Year cash reserves were £34,683.06
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	We hire outside venues for most of our activities and have seen charges for these venues increase considerably over the last year, mainly because of the sharp increases in heating and electricity costs which venues have had to pass on. This has been identified as the main reason for the deficit this year, and the committee intend to review actions to address the issue for future years. Our policy is to cover our costs whilst keeping the annual membership and class fees as affordable as possible for our members, many of whom are on limited income. Our constitution allows the annual membership fee to be changed only with approval of our members at an AGM, but the committee does have the discretion to adjust class fees at any point during the year if they feel it necessary for the financial security of the organisation.
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Nearly all income comes from our annual membership fee (£12 per annum for 2022-23) and the fees we charge members for attendance at each class – typically £1 per session, unless a paid tutor or speaker is used when it is increased to £3 to cover the additional cost.
Investment policy and objectives including any social investment policy adopted	Para 1.46	

A description of the principal risks facing the charity	Para 1.46	<p>There are currently no major risk considerations and management plans are in place but areas which could become a concern are;</p> <ol style="list-style-type: none"> 1. Financial; these are monitored and controlled within the committee thus minimising the risk of fraud or error. Income and expenditure is reviewed at each monthly committee meeting providing an opportunity to address any potential areas of concern in a timely manner. 2. Governance: Each trustee has specific responsibilities within the committee, so they feel an integral part of the u3a. The major potential concern in this area would be the lack of volunteers coming forward to fill committee member positions – in particular the key officer roles of Chair, Secretary and Treasurer - as and when existing trustees step down in the future. 3. Compliance: Appropriate Annual Accounts are reported to the Charity Commission 4. U3a Risk Assessment forms covering a variety of risk scenarios are available to Group convenors to conduct appropriate risk assessments at venues and elsewhere and to share the information with members
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Whitby Whaler was established and first registered in January 1987 under a Memorandum of Association which defined the objects and powers of the Charity and is governed by its Articles of Association.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	A member of the Third Age Trust as an unincorporated Association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	For the majority of the year the Executive Committee consisted of 3 Officers and 5 committee members, with several committee members stepping down during the year. Our constitution requires a minimum of 5 and maximum of 12 members on the Executive committee, with Officer positions being Chair, Secretary and Treasurer. Officers and Committee Members are elected annually by members at the AGM and may serve for a maximum of three years in a specific role, with the exception of the Treasurer, who may serve for a maximum of six years. In the event of no nominations being received for one or more of the Officer posts, a majority decision can be taken by the committee to ask retiring officers to stay until the next AGM. The Trustees do not receive remuneration or derive any other personal benefits from the activities of the Charity.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<ol style="list-style-type: none"> 1. Charity commission's Charity Trustee – What's involved (CC3a) 2. u3a Trustee Code of Conduct (England and Wales) guidance document 3. u3a Trustee Induction online workshop 4. The current financial position as set out in the latest accounts 5. Specific roles and responsibilities 6. Future plan and objectives
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>Whitby Whaler u3a is an independent organisation under the umbrella of the Third Age Trust which provides additional helpful information & advice including policies, guiding principles and procedures.</p> <p>These have largely been adopted by our u3a with some amendments for our own circumstances.</p>

		<p>The Committee deals with the financial and practical running of the charity and meets on a monthly basis.</p> <p>We are associated with the Yorkshire and Humber regional u3a and are also part of the East Coast Network, which loosely links us with five other u3as in our local region for the exchange of ideas and initiatives.</p>
Relationship with any related parties	Para 1.51	<p>On occasion we have engaged with other organisations for the promotion of our objectives – for example by having a stall at local community events</p>
Other		

Reference and Administrative details

Charity name	WHITBY WHALER u3a
Other name the charity uses	
Registered charity number	1031689
Charity's principal address	(main contact address is c/o the secretary) 20 Windsor Terrace WHITBY YO21 1ET

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	Mr Michael Menier	Chair	1/8/22 – 15/10/22	
2	Mrs Anne Jackson	Chair	15/10/22 – 31/7/23	
3	Mrs Clair Stones	Secretary	1/8/22 – 15/10/22	
4	Ms Sandra Goodship	Secretary	15/10/22 – 31/7/23	
5	Mrs Janice Shade	Treasurer		
6	Mrs Maureen Agar	Asst Treasurer		
7	Mrs Cynthia Richardson	Health and Safety		
8	Mrs Wendy Price	Curriculum Organiser		
9	Mrs Sheila Sloan	Newsletter Editor		
10	Mrs Maureen Metcalfe	Membership Secretary		
11	Mr Julian Plested		1/8/22 – 10/11/22	
12	Angela Walton		15/10/22 – 4/1/23	
13				
14				
15				
16				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)		
Position (eg Secretary, Chair, etc)		
Date		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Whitby Whaler u3a

No (if any)
1031689

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	1st August 2022		31st July 2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Membership	7,404	-	-	7,404	-
Class Fees	22,438	-	-	22,438	-
Coffee Mornings	170	-	-	170	-
Social Events	71	-	-	71	-
Gift aid	843	-	-	843	-
Donations	21	-	-	21	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	30,947	-	-	30,947	-
A2 Asset and investment sales, (see table).					
Bank Interest	297	-	-	297	-
	-	-	-	-	-
Sub total	297	-	-	297	-
Total receipts	31,244	-	-	31,244	-
A3 Payments					
Venue hire	23,419	-	-	23,419	-
Class Activities	6,785	-	-	6,785	-
Merchandise	57	-	-	57	-
Bank Charges	238	-	-	238	-
Third Age Matters Magazine	80	-	-	80	-
Affiliation Fees	2,516	-	-	2,516	-
Management and Administration	2,511	-	-	2,511	-
Beacon (Membership Database)	629	-	-	629	-
Brand Centre costs	38	-	-	38	-
Sub total	36,273	-	-	36,273	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	36,273	-	-	36,273	-
Net of receipts/(payments)	- 5,029	-	-	- 5,029	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 5,029	-	-	- 5,029	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	HSBC Current Account	13,823	-	-
	Epworth Cash Plus Fund	10,860	-	-
		-	-	-
	Total cash funds	24,683	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details			
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
WHITBY WHALER u3a

On accounts for the year
ended

31/07/2023

Charity no
(if any)

1031689

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 07 / 2023**.

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* *Please delete the words in the brackets if they do not apply.*

Signed:

Date: 15.08.2023

Name: GEOFFREY MICHAEL SCHOLEY

Relevant professional
qualification(s) or body
(if any):

Institute of Chartered Accountants in England and Wales F.C.A

Address:

9 WHITE POINT COURT

WHITBY

YO21 3UR

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.