

Woking Area u3a

Annual Report for the year ending 31st August 2024

Constitutional and administrative information

Woking Area u3a was established via a constitution in September 1993 and is registered with the Charity Commission (No. 1031717). The correspondent is the Secretary, Peter Grieve, whose address is 4 Church Close, Horsell, Woking, Surrey GU21 4QZ.

The trustees are the members of the committee, they are elected or re-elected annually by the members at the Annual General Meeting or appointed or co-opted by the committee in the interim. The members of the committee on August 31, 2024 are: Barbara Nicholson (Chair), Sue Holmes (Treasurer), Peter Grieve (Secretary), Anne Turvey (Venues Co-ordinator), Derek Hancock (Membership Secretary), Christine Maunders (Beacon administrator), Alan Chalmers (Special Projects), Philip Heaton (Groups Co-ordinator) and Christine Cunliffe (Events organiser) were co-opted.

The main bankers are Barclays Bank plc, Woking. We also have an account with the Metro Bank Woking. The independent examiner is Mr Phillip Smitham, 107 Old Woking Road, West Byfleet, KT14 6HY.

Objectives and organisation

Woking Area u3a is a self-help organisation for people who are no longer in full-time employment. Its primary objective is providing educational, creative and leisure opportunities for its members by its members. The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in determining the activities undertaken by the charity. The committee usually hold monthly face-to-face meetings to review operational and financial matters. Meetings with Group Leaders and new members are organised during the year while monthly meetings, open to all members, are held at St Andrew's Church, Goldsworth Park.

Overview

Woking Area u3a was founded in 1993 as an offshoot from Guildford u3a. Membership on August 31, 2024 was 1332. This compared to a final total of 1282 the previous year. A number of events to mark our 30th anniversary were held – some for members only but others to get the name of the organisation into the public domain and improve recruitment.

An Open Day involving around 20 groups and a great deal of planning went down well and the AGM in November was attended by the Mayor of Woking (and a record number of members). It also featured members' videos, a speaker and a cake-cutting. A number of subsidised fish and chip lunches and curry suppers were well attended and could well be repeated (but without the subsidy!). Credit goes to Sue Holmes for organising them. We also had stalls at two summer fairs and the Genealogy group created a dynamic display which was staged at the Open Day and throughout the summer at Surrey History Centre.

A determined effort was made this year to encourage members to volunteer for tasks to ease the load of running and improving the organisation. This has had some success, with help

given to IT, creating a revamped website and with gathering material for the Guide for Members. There is still a need for more people to come forward – most of those who have done so have enjoyed the experience, so it benefits them as well as the organisation.

As well as a new membership secretary, elected at last year's AGM, our Chair Barbara Nicholson managed to recruit a new Groups Co-Ordinator when Hazel Buxton had to retire through illness, find a new Newsletter editor and recently, an Events Organiser to join the committee, among others.

All three have been very busy – a newsletter was printed with the summer mailing within two months of Nicole Scully's appointment; events organiser Christine Cunliffe has arranged a number of outings while Groups Co-ordinator Philip Heaton has revamped the GL guidelines, recruited some volunteers for the summer fairs and is in the process of organising some risk assessments and safety meetings for GLs.

There were the usual changes in groups – some closing, others being created and a few merging. Assorted difficulties with third parties providing u3a matters magazine to our members and our email system were dealt with.

The most visual improvement of the year is the new website – much easier to navigate, clearer words and loads of pictures. Credit there must go to Venues Co-ordinator Anne Turvey, webmaster Kevin Wallace and volunteers Chris Bunyan and Paul Owen who managed to put it together to coincide with renewal season.

The most obvious improvement though is that because of various factors and despite a bit of rampant inflation and a fairly heavy outlay on 30th anniversary events, we have not only decided to maintain last year's 'anniversary special' subscription fee of £10 but halved the cost of most group meetings for the following year.

The committee has monitored the proposed restructuring of The Third Age Trust. The aim is to have a more inclusive, modern, UK-wide organisation where u3as will have a better opportunity to influence the development of the movement. A Special Resolution will be voted on at their AGM in October. Our committee has concluded that whatever the decision it is unlikely to have any impact of the running of our u3a.

Financial

The attached financial statement sets out the financial position of Woking Area u3a as at 31st August 2024. The statement shows a surplus of £6,223 which is a decrease of £8,703 from the previous year. We budgeted £10,000 as the cost of celebrating our 30th anniversary but the increase in our membership for the year is much greater than expected.

The accumulated funds for Woking Area u3a as at 31st August 2024 were £78,934 compared to £64,141 for the previous year.

The accumulated surplus will finance the continued reduction in the membership fee to £10 and also the reduction in meeting fees to £1.



Peter Grieve, Secretary (on behalf of the committee)

16th October, 2024

Independent Examiner's Report

I report to the trustees on my examination of the accounts of Woking Area U3A, Charity number 1031717 ('the charity'), set out on pages 4 to 6, for the year ended 31 August 2024.

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

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination that give me cause to believe that, in any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

P Smitham
Chartered Accountant
107 Old Woking Road
West Byfleet
Surrey
KT14 6HY



16 October 2024

Woking Area U3A

Statement of Financial Activities for the year ending 31st August 2024

	Notes		2024		2023
		£	£	£	£
Incoming Resources					
Member subscriptions			13,570		20,110
Gift Aid and donations	2		2,420		3,376
Group meetings contributions			58,017		50,626
Outings contributions	3		31,968		26,726
PPS			3		252
Interest			992		208
Total incoming resources			<u>106,970</u>		<u>101,298</u>
Resources Expended	4				
Third Age Trust and Membership system					
Capitation fees and Beacon		7,422		6,618	
PayPal fees		296	7,718	<u>252</u>	6,870
Meeting Costs					
Venue hire charges		41,527		35,938	
Monthly meetings expenses		1,688		1,473	
GL Expenses		1,847		1,510	
Speakers		<u>590</u>	45,652	<u>771</u>	39,692
Communications with members					
Third Age Matters	5	7,484		3,182	
Printing		2,391		2,826	
Postage, Phone & Website		<u>3,896</u>	13,771	<u>4,100</u>	10,108
Cost of Outings	3	30,146		27,439	
Equipment		198		-	
CLA		-		64	
Retirement presents		30		547	
Group Leader and Zoom Costs		218		149	
30th Anniversary Expenses		187		621	
30th Anniversary Meals		2,045		-	
Sundry expenses		234		184	
Examiner's Honorarium		100		100	
Depreciation		<u>448</u>	33,606	<u>598</u>	
					29,702
Total resources expended			<u>100,747</u>		<u>86,372</u>
Net incoming resources	8		6,223		14,926
Funds at start of year			64,141		49,215
Funds at end of year			<u>70,364</u>		<u>64,141</u>

Woking Area U3A

Balance Sheet as at 31st August 2024

	Notes	£	2024 £	£	2023 £
Fixed Assets	6				
Equipment			1,344		1,792
Current Assets					
Cash	9	83,010		75,614	
Prepayments	10	<u>2,920</u>		<u>2,119</u>	
			85,930		77,733
Less: Liabilities, amounts falling due within one year	11		<u>16,910</u>		<u>15,384</u>
			69,020		62,349
Net Current Assets					
Total Assets less Liabilities			<u>70,364</u>		<u>64,141</u>
Represented by					
Funds					
General Fund	7		70,364		64,141
Total Funds			<u>70,364</u>		<u>64,141</u>



Barbara Nicholson, Chairman



Susan Galliflent-Holmes, Treasurer

For and on behalf of the Committee

Woking Area U3A

Notes to the Accounts for the year ending 31 August 2024

1 Accounting Policies

General

These accounts have been prepared on the accruals accounting basis under the historical cost convention in accordance with applicable accounting standards and the Statement of Practice on Accounting for Charities.

Depreciation

Depreciation is provided on equipment in use at 25% per annum on the reducing balance basis.

2 Gift Aid

Gift Aid decreased due to membership fee being reduced down to £10.

3 Outings

Outings include visits to places of historical and cultural interest, theatres and visits in connection with specific group interests. The costs are funded by the members participating in the outings.

4 Expenditure

Substantially the whole of the expenditure is direct charitable expenditure.

5 Communication with Members

The increased payment for Third Age Matters relates to two years: £3,536 for 2022/23 and £3,948 for 2023/24.

6 Fixed Assets

Miscellaneous computer, audio-visual and groups' equipment and presentation aids.

		2024	2023
		£	£
Cost	At beginning of year	17,825	17,065
	Additions	-	760
	At end of year	<u>17,825</u>	<u>17,825</u>
Depreciation	At beginning of year	16,033	15,435
	Charge for year	448	598
	At end of year	<u>16,481</u>	<u>16,033</u>
Net book value		<u>1,344</u>	<u>1,792</u>

7 Funds

The funds are mainly unrestricted.

8 Net Incoming Resources

The net increase/(decrease) in funds during the year is made up as follows:

	2024	2023
	£	£
Main fund	4,879	15,639
Outings	<u>1,344</u>	<u>(713)</u>
Total	<u>6,223</u>	<u>14,926</u>

9 Cash

Cash is made up as follows:

	2024	2023
	£	£
Community Account	8,614	8,584
Business Saver Account	19,038	35,938
Groups Account	1,665	1,362
Renewals Account (formerly Outings account)	5,150	2,565
MOTO Account	890	1,816
Metro Bank	1	-
Skipton BS Bond	19,348	18,749
Metro Bank Bond	20,000	-
PayPal	8,304	6,600
Petty Cash	-	-
Total	<u>83,010</u>	<u>75,614</u>

10 Prepayments

	2024	2023
	£	£
Payments for 2024/25 outings and theatre	2,920	2,119

11 Creditors

	2024	2023
	£	£
2024/25 subscriptions received in advance	12,534	11,310
Advance payments for outings	4,276	3,974
Examiner's honorarium	<u>100</u>	<u>100</u>
Total	<u>16,910</u>	<u>15,384</u>