

Chichester U3A

Chair's Report 2023/2024

Between the beginning of September and the end of March more than 150 new members joined our u3a. One of them told me recently that they had joined Chichester because it is an "interesting, active and pleasant u3a". To those positive comments I would add "enthusiastic, happy and vibrant". We try to provide learning and entertainment to suit all our members, many of whom come up with suggestions and ideas for new and interesting activities.

The most important change over the last year has been the development of our Groups Team, which has enabled more Interest Groups to be set up, now totalling more than 80. Led by Jacky Easton, we now have 6 Groups Facilitators who are responsible not only for helping the establishment of new Groups but who are in contact with our current Group Leaders and Administrators to ensure that they are running their Groups efficiently and successfully. Caroline Davis had acted as a tireless Groups Administrator for several years, and she is now enjoying some well-deserved free time. I'm sure all of you who benefit from our Interest Group activities join me in thanking Caroline, Jacky and her devoted team and all our Group Leaders and Administrators.

We held a "Thank You Tea" in February to show our appreciation to all those members who have contributed to the organisation and running of all our activities over the last few years. It was a very enjoyable occasion and gave all present the opportunity to exchange ideas and suggest possible procedures and ways to keep our u3a welcoming and lively.

In common with other organisations we are constantly working to keep up with our technical requirements, and thanks to several Committee members as well as other IT experts amongst our membership, we are now cutting back on paperwork and are storing our documents on Google Drive. We are also putting Succession Plans into place for the future, and this is a good opportunity to mention, again, that our Committee meetings are open to all our members, with no commitment, so if you would like to see how we plan our activities and discuss our current programmes, you are most welcome to join us. Talk to any Committee Member, or a Group Administrator, to show your interest.

I would like to express my thanks to all our volunteers but especially to our hardworking and enthusiastic Committee members. Barry keeps us informed about our financial affairs, Pat is an efficient and conscientious Secretary, Gill and Philip have provided us with entertaining speakers and have already planned the Monthly Talks programme for 2025. Peter keeps our website up to date and informative, and Miriam and David tell you what's happening via our fortnightly Bulletin. My thanks also go to Margaret Le Good, who has been an industrious Vice-Chair, picking up the pieces and keeping our social events ticking over, and to the membership team for welcoming so many new members to our flourishing u3a.

Mike Cockerell, who set up our Climate Change Group, is leaving the Committee, and I would like to thank him for his participation over the last two years. Miriam Knight is stepping down from her role on the Committee but we are delighted that she will continue to produce the Bulletin, and David Rees is also ending his contribution to the Bulletin after several years of involvement: some long-standing members will no doubt remember his droll comments on our events!

Thank you for your support and I look forward to joining you in our activities during the next year.

Jill Cook

Chair

April 2024

Chichester U3A Treasurer's Report for year ending 31 March 2024

I took over as Treasurer in April 22 with the finances in a healthy position but with some uncertainty around the financial activity that would represent a 'normal' operational year post Covid.

I am pleased to report that the financial position of the Chichester U3A remains strong. There has been a focus on growing the number and range of groups that are available and building on the existing social events with additional larger group events.

The accounts separate Income from Expenditure and Restricted from Unrestricted funds. The membership fees are unrestricted funds. These are donations to the Chichester U3A and are not directly related to the benefits received by the individual members. It is for this reason we can reclaim Gift Aid where members choose this option. Restricted funds are collected for a specific purpose, such as room hire for interest groups, or for social events, and can only be used for that purpose.

Our accounts are maintained on a receipts and payments basis. This is the simplest approach, is approved by the Charity Commission, and is the only option available in the U3A Beacon system that we use. There are a couple of drawbacks to this: firstly, it does not reveal any outstanding liabilities at the end of the accounting period, and secondly, it can be misleading when comparing the current year with the previous year.

Looking first at the comparison of the 2 years shown in the Financial Accounts (2024 & 2023):

- Gift Aid is the claim for 2023 as it is claimed in arrears, the 2024 figure will appear in next years accounts and is anticipated to be £2,192
- TAM The Third Age Matter Magazine costs £3.60 per member who requests it.
- Capitation and Beacon: These are charged based on the membership on 1st April which aligns to the Membership fees of the previous year.
- The income and expenditure associated with Group and social events is markedly higher reflecting the large increase in the number of groups and associated activities.

At year-end (31/03/2024) we carried forward £24,014.91. Of this:

- £3,552 is required to cover existing liabilities (Capitation Fees)
- £6,188 represents membership subscriptions for the period 01/04-31/08
- £3,402 are restricted funds.

The remaining £10,873 plus the £2,192 Gift Aid credit represent our current Financial Reserves of Unrestricted Funds: £13,065. This represents 67% of our total annual income last year or approximately 8 months. This is a slight reduction on last year but has remained higher than anticipated due to the jump in membership during the year from 817 to 921, an increase of 12.7%

We expect costs to rise in line with inflation and are looking at new ways to increase events open to all members. Our reserves are healthy and will give the committee leeway to provide these additional membership services.

As ever I am grateful to all the membership team who have to manage and log the 900 plus membership fees and to all the group leaders who ensure the viability of their groups.

Finally, I propose the adoption of these Financial Accounts.

Barry Easton
Hon. Treasurer

Chichester U3A Statement of Accounts 2023-24

Chichester U3A		01/04/2023 - 31/03/2024		01/04/2022 - 31/03/2023	
Category	Sub-Category	in	out	in	out
Income					
Membership	Annual Membership ⁽¹⁾	£16,556.05		£14,850.90	
	Gift Aid ⁽²⁾	£2,308.20		£2096.81	
	Donations	£700.19		£761.50	
	Other				
Charitable Activities	Group Subscriptions	£9,403.51		£7824.00	
	Social Events Income	£9,056.30		£8,571.91	
Total Income		£38,024.25		£34,105.12	
Expenditure					
Capitation	U3A ⁽³⁾		£3,036.00		£2,844.00
	Beacon		£817.00		£747.00
Communications	Newsletter				
	TAM		£1,995.84		£1,640.87
	Other Marcom				
	Website		£194.75		£144.00
General Events	Speaker Fees		£1,317.20		£1,588.60
	Refreshments		361.72		£211.19
	Hall Hire		£1,964.80		£2,864.28
	Other		£8,487.75		£1789.54
Group Activities	Room Hire		£7,456.75		£4,908.72
	Other Group Expenses		£719.94		£1,687.72
Events, Trips & Visits	Social EVT Expenditure		£9,531.00		£8,134.12
	Xmas Lunch				
General Admin	Stationery & Postage		£52.94		£177.01
	Travel Expenses				
	General Admin/IT		£996.64		£876.72
	Insurance				
	PayPal Commission		£214.52		£237.57
	Mailbox				
	Storage		£650.00		£560.00
	Regional				
	Miscellaneous		£205.00		£258.00
Total Expenditure			£38,001.85		£28,709.34
Brought forward		£23,992.51		£18,596.73	
Total carried forward		£24,014.91		£23,992.51	

Balance Sheet	31/03/2024
Current (Membership)	£18,118.99
Groups	£3,162.20
PayPal	£193.05
Petty Cash	£0.00
Social	£844.63
Treasurer	£1,696.04
Total	£24,014.91

31/03/2023
£19,584.57
£1,747.38
£193.25
£0.00
£902.33
£1,564.98
£23,992.51

Membership at Year-end	
Members	888
Associate Members	33
Total	921

Notes:

- (1) Annual membership runs to 31/08. So £6449 is attributable to period 01/04-31/08 (i.e. 5/12 of membership fees)
- (2) Gift Aid claim due in April: £2192
- (3) U3A Capitation Fee for the period 01/04/04 to 31/08/25 (current membership fees) is £3552

Financial Reserves:

Of the £24,015 carried forward;
£3,402 is required to cover existing liabilities
£6,449 represents membership subscriptions for the period 01/04-31/08
£3,552 is the Capitation fee that will be due under current membership fees
The remaining £10,873 plus the £2192 Gift Aid credit represent our current
Financial Reserves of Unrestricted Funds: £13,065



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
U3A CHICHESTER

On accounts for the year
ended

31st March, 2024

1037027

Set out on page

2

(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 31/03/2024.

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 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.

Signed:

Date:

15/04/2024

Name:

P A N GRIMLEY

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

FCA

Address:

43, Sea Place, Worthing, BN12 4BY

Chichester U3A Treasurer's Report for year ending 31 March 2024

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15/04/2024

Name:

P A N GRIMLEY

Relevant professional
qualification(s) or body
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Address:

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