



# Trustees' Annual Report for the period

Period start date			Period end date		
<b>From</b>	01	April	2021	<b>To</b>	31
					March
					2022

## Section A Reference and administration details

<b>Charity name</b>	The Craven University of the Third Age
<b>Other names charity is known by</b>	Craven u3a
<b>Registered charity number (if any)</b>	1038617
<b>Charity's principal address</b>	7 School House Fold
	Riddlesden
	Keighley, West Yorkshire
<b>Postcode</b>	BD20 5PF

### 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	Mick Richings	Chair		Elected by membership
2	James Enever	Treasurer		Co-opted 15.06.2022
3	Anne MacDonald	Vice Chair		Elected by membership
4	Nigel Holden	Secretary		Elected by membership
5	George Mackley	Webmaster		Elected by membership
6	Nicholas Jarvis	Trustee		Co-opted 30.06.2022
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### 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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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Unincorporated association
Trustee selection methods (eg. appointed by, elected by)	Elected by membership at AGM; if co-opted by committee they must stand for election at the subsequent AGM.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

New Trustees are directed to the Charity Commission's "Trustee Handbook" and the Third Age Trust Committee File, Trustee Section, "Induction for New Trustees". All trustees have been given a briefing on their responsibilities and made aware of all Third Age Trust advice sheets.

All trustees give their time voluntary and receive no remuneration or other benefits.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The advancement of education, and in particular the education of older people and those who are retired from full time work, including associated activities conducive to learning and personal development, in Craven and its surrounding locality.

To provide facilities for leisure and recreational activities with the object of improving the conditions of life for the above persons in the interests of their welfare.

During the year, we have organised 66 groups, which were attended by 770 comprising individual, Honorary, Associate and WestNet members.

All Trustees have been directed to, and have read the guidance issued by the Charity Commission and the Third Age Trust

**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)**

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

During the year we've organised and run 66 groups, which are intended to be educational, recreational and leisure in nature.

Over the period April 2021 to March 2022, we ran 66 groups, with over 681 members attending these groups. These were a combination hybrid and in venue, most groups restarted attending in person from January 2022 as Covid restrictions were lifted.

As a result of Covid our membership fell from a high of 1017 to 681, since the easing of restrictions the numbers are gradually increasing as of 31<sup>st</sup> March 2022 the figure stands at 770, the numbers continue to increase.

Our 2021 flagship event the Summer Programme was held online and consisted of 26 presentations spread over 3-weeks from the 6<sup>th</sup> to 22<sup>nd</sup> July and were attended by approx. 210 members.

## Section E Financial review

### Brief statement of the charity's policy on reserves

Our policy is to retain the reserves at a level equal to six months of regular expenditure. The trustees agreed that this is sufficient to pay our obligations should the number of members paying subscriptions falls significantly, or other contingencies.  
Reserves on 31<sup>st</sup> March 2022 at the financial year-end were still above the specified minimum.

### Details of any funds materially in deficit

Not applicable

### 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.

All our income is derived from the membership fees.

All funds held are used to pay costs associated with running Craven u3a

## 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)		
Full name(s)	James Michael Richings	Jon Tomlinson
Position (e.g. Secretary, Chair, etc)	Chair	Treasurer

Date 22.06.2022



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Craven University of the Third Age

No (if any)  
1038617

CC16a

## Receipts and payments accounts

For the period from	Period start date 1st April 2021	To	Period end date 31st March 2022
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Membership	22,213	-	-	22,213	6,167
Gift Aid	5,534	-	-	5,534	-
Summer School	-	-	-	-	-
Transport	1,778	-	-	1,778	-
Refreshments	-	-	-	-	38
Donations	4	-	-	4	28
Pay Pal Commission	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>29,529</b>	<b>-</b>	<b>-</b>	<b>29,529</b>	<b>6,233</b>
<b>A2 Asset and investment sales, (see table).</b>					
Gift Aid	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>29,529</b>	<b>-</b>	<b>-</b>	<b>29,529</b>	<b>6,233</b>
<b>A3 Payments</b>					
Accommodation	17,194	-	-	17,194	9,501
Third Age Trust	4,490	-	-	4,490	6,905
Use of Private Homes	-	-	-	-	-
Printing, Stationary and Photocopying	1,090	-	-	1,090	12
Summer School	-	-	-	-	-
Postage	374	-	-	374	70
Equipment	-	-	-	-	-
Transport	2,117	-	-	2,117	-
Website, Zoom, IT	2,187	-	-	2,187	430
PayPal Commission	103	-	-	103	77
Speaker Expenses	50	-	-	50	190
<b>Sub total</b>	<b>27,605</b>	<b>-</b>	<b>-</b>	<b>27,605</b>	<b>17,185</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>27,605</b>	<b>-</b>	<b>-</b>	<b>27,605</b>	<b>17,185</b>
<b>Net of receipts/(payments)</b>	<b>1,924</b>	<b>-</b>	<b>-</b>	<b>1,924</b>	<b>10,952</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>20,221</b>	<b>-</b>	<b>-</b>	<b>20,221</b>	<b>31,193</b>
<b>Cash funds this year end</b>	<b>22,145</b>	<b>-</b>	<b>-</b>	<b>22,145</b>	<b>20,241</b>

## 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 £
<b>B1 Cash funds</b>	Barclays Bank	22,103	-	-
	PayPal	42	-	-
	<b>Total cash funds</b>	<b>22,145</b>	<b>-</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK
		<b>Unrestricted funds to nearest £</b>	<b>Restricted funds to nearest £</b>	<b>Endowment funds to nearest £</b>
<b>B2 Other monetary assets</b>	Details	-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	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	
	Jon Tomlinson	JON TOMLINSON	04/04/21	
Examined by	Stephen Wolfe	STEPHEN WOLFE	04/05/21	



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

**Independent examiner's  
report on the accounts**

**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Craven U3A

**On accounts for the year  
ended**

31/3/2022

**Charity no  
(if any)**

1036817

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/3/2021

**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 but note that the estimated reserve, after accrued payments and owings, will be close to the reserve policy limit of holding 6 months expenditure. I 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:**

4 March 2022

**Name:**

Richard John Woolf

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

MBA

**Address:**

Sawley House, Sawley Croft

Cononley, KEIGHLEY

BD20 8NZ