

Trustees Report AGM 28th June 2022

General Position

Most of our activities have returned to the positions enjoyed before the pandemic caused so much restriction on meetings and indoor activities.

Committee members and particularly group leaders, have worked hard to restore activities and revise or reinvent groups and explore new venues.

Our paid-up membership as at the time of preparing this report was 673 compared with 627 last year, very encouraging and we continue to attract new members.

The Treasurers Report shows that we have worked within our reserves and are well placed to continue and expand our current level of activities.

Groups

Our U3A is run for and by its members.

Our groups vary in size from small home-based activity to larger meetings and presentations at a number of local venues. The Nursteed Centre, Wyvern Club and the Conservative Club are all continuing as locations used by groups, in addition to the outdoor activities provided by the walking, geology and other interest groups.

Visits to places of interest continue to be attractive as venues re-open and transport is now safe.

Filling voluntary roles

We continue to seek members to fill additional voluntary roles, and some of the committee roles should be “shadowed” so that in the event of absence or illness, there is a smooth transfer of effort.

To support this requirement, we seek volunteers through the Newsletter and website.

Going forward, we will hold a Leaders & Trustees Workshop in October to brief and encourage members to take up key vacancies.

Website

In addition to the provision of information of general interest to members and anyone looking at the site to see what we do, the website provides a secure Members Section where member-specific matters can be found. Members comments can also be entered there.

Copies of all documents of interest to members are displayed, their currency and any updates managed by the Webmaster.

Membership application forms are also available and members can apply online if they wish.

Social Media

One of our committee members with relevant experience has launched a Facebook page for our U3A and it is attracting new followers. We hope this form of communication will appeal to perhaps the younger element of our membership, and assist with attracting new members.

Networks

Our U3A is represented at, and contributes to, the Bath and Wilts U3A Network, where representatives from our neighbouring U3As share experiences and plan any joint initiatives.

Meetings are typically held quarterly and are now established as ‘online meetings’ as members would need to travel considerable distances to meet in person.

Members Protection

As a Registered Charity, Devizes & District U3A has a duty of care to our members, that informs the actions we implement.

Monthly Meetings and Coffee Mornings are now back on a monthly basis and are popular with members.

All Group Leaders have been advised to follow current government guidelines.

Communication

Groups and individuals have been using various video conferencing applications, including Zoom and WhatsApp to stay in communication, this will remain as one of their options, as reduced travelling for meetings appeals to some members.

The Future

It is a requirement of the Charity Commission, the Third Age Trust and our own Devizes and District U3A Constitution that we hold an Annual General Meeting by a specific annual date.

For this year we have drafted changes to our Constitution to allow meetings to be held as either face-to-face, postal or hybrid to enable us to cope with varying circumstances.

Our 2022 AGM will be a conventional meeting with key documentation displayed in the public area of our website and meeting notices communicated by email and in the Newsletter.

Our U3A has coped well as an organisation with the many difficulties presented by the pandemic and subsequent recovery, and I very much appreciate members' support for actions taken in what has been challenging circumstances for us all.

On behalf of the Trustees,
Martin Houghton
Chairman
Devizes and District U3A

DEVIZES & DISTRICT U3A
ANNUAL ACCOUNTS 2021/2022
Registered Charity No. 1076852

INCOME AND EXPENDITURE ACCOUNT FOR YEAR ENDING 31ST MARCH 2022

ORGANISATION	2021/2022	2020/2021
<u>Income</u>		
Annual subscriptions	7,731.00	7,932.00
Bank interest	1.23	3.46
Gift Aid refund (1 Feb to 31 Jan)	1,399.29	1,154.34
Miscellaneous		0.00
<u>Total Income</u>	<u>9,131.52</u>	<u>9,089.80</u>
<u>Expenditure</u>		
Hire of halls	709.60	0.00
Speakers	380.00	340.00
General Admin	1,031.98	571.79
Refreshments	41.45	0.00
Materials & equipment	0.00	0.00
Christmas party	183.13	0.00
Other expenses	0.00	0.00
Third Age Trust Membership fees	2,261.00	0.00
Membership of other societies	51.00	51.00
First Aid courses (cost after members contributions)	0.00	0.00
Grants to Groups	0.00	96.00
Newsletter costs (inc postage)	3,081.25	4,065.98
Website	272.31	878.26
<u>Total Expenditure</u>	<u>8,011.72</u>	<u>6,003.03</u>
<u>Excess/Loss of Income over Expenditure</u>	1,119.80	3,086.77
<u>GROUPS</u>		
<u>Income</u>		
Subscriptions	4,913.56	731.00
Visits	31,869.10	0.00
Misc Income/Refunds	0.00	2,057.83
<u>Total Income</u>	<u>36,782.66</u>	<u>2,788.83</u>
<u>Expenditure</u>		
Hire of halls	2,740.90	637.50
Speakers	381.00	0.00
General Admin	122.04	46.98
Refreshments	657.12	0.00
Materials & equipment	887.96	9.00
Other expenses	281.00	461.00
Visit costs/refunds	31,910.80	2,075.33
<u>Total Expenditure</u>	<u>36,980.82</u>	<u>3,229.81</u>
<u>Excess/Loss of Income over Expenditure</u>	-198.16	-440.98
<u>MUSEUMS & GALLERIES/ART APPRECIATION</u>		
<u>Income</u>	<u>4,611.25</u>	<u>1,587.00</u>
<u>Expenditure</u>	<u>4,162.00</u>	<u>1,153.00</u>
<u>Excess/Loss of Income over Expenditure</u>	449.25	434.00
TOTAL EXCESS INCOME OVER EXPENDITURE	<u>1,370.89</u>	<u>3,079.79</u>
<u>COMBINED</u>		
<u>Income</u>	<u>50,525.43</u>	<u>13,465.63</u>
<u>Expenditure</u>	<u>49,154.54</u>	<u>10,385.84</u>
<u>Combined Excess/Loss of Income over Expenditure</u>	<u>1,370.89</u>	<u>3,079.79</u>

DEVIZES & DISTRICT U3A
ANNUAL ACCOUNTS 2021/2022
Registered Charity No. 1076852

BALANCE SHEET AS AT 31ST MARCH 2022

	2021/2022	2020/2021
<u>Current Assets</u>		
Lloyds Current Account	2,465.52	913.81
Lloyds Membership Account	5,302.00	5,436.00
Lloyds Museums & Galleries Account	1,669.33	1,220.43
Lloyds Savings Account	13,307.36	13,306.03
Funds in hands of Groups	1,798.00	2,160.05
Debtors	0.00	0.00
	<u>24,542.21</u>	<u>23,036.32</u>
<u>Liabilities</u>		
Creditors - Advance Subscriptions	-5,517.00	-5,382.00
Creditors - Museum & Galleries Account	0.00	0.00
	<u>-5,517.00</u>	<u>-5,382.00</u>
<u>Net Current Assets</u>	<u>19,025.21</u>	<u>17,654.32</u>
<u>Net Assets</u>		
General Fund at start of year (adj)	17,654.32	14,574.53
Excess Income/Expenditure	1,370.89	3,079.79
<u>General Fund at end of year</u>	<u>19,025.21</u>	<u>17,654.32</u>
		0.00

The accounts for the year 1st April 2021 to 31st March 2022 were approved by the Committee and Trustees



Mr Martin Houghton (Chairman)

INDEPENDANT EXAMINERS REPORT

I have examined the attached accounts that are in accordance with the books and records supplied to me. In my opinion, proper books of account have been kept and the accounts give a true and fair view of the affairs of Devizes & District U3A as at 31st March 2022 and of Income and Expenditure for the year ended 31st March 2022.



Brian Gatward
Grangemead
Bath Road
Devizes
Wilts: SN10 1PH



Devizes & District U3A
Registered Charity No.1076852

Annual Accounts for Year Ending 31st March 2022

Treasurer's Report to the 2022 Annual General Meeting

We continue to be in a healthy financial state as we return to what is close to a pre-covid operating environment. Our income has increased slightly at £9,132 (2021 £9,090) as membership renewals and new members increase.

Gift Aid increased to £1,399 (2021 £1,154).

I would like to thank members for continuing to pay their subscriptions promptly and would ask that if they do not already that they consider paying future subscriptions by bank transfer which helps to reduce the administrative workload enormously. Our overall expenditure has increased this year amounting to £8,012 (2021 £6,003) which reflects the increased activity by groups and centrally organised monthly meetings.

Looking at only certain of the heads of expenditure in detail there was a cost for Hire of Halls at £710 (2021 £0) as members attended meetings in person again. Speaker costs were similar to last year at £380 (2021 £340). Admin costs were higher at £1,032 (2021 £572) as a result of increased activity. Refreshments at meetings and for the planned Christmas party were £41 and £183 respectively (2021 £0 for both). However, the Christmas Party was cancelled, and the materials purchased were carried forward for use in 2022 events.

The Third Age Trust Membership subscription (formerly called Capitation Fee) for this year was £2,261 (2021 Fee waived) as the payments now reflect the actual period of the demand. There were no First Aid courses during the year due to the Covid pandemic, and we are currently seeking a new co-ordinator for this activity. Newsletter costs were lower this year at £3,081 (2021 £4,066) due to costs of £985 associated with mailings for an EGM and Constitutional change being included in last years figure as the mailings were conducted by Footfall who also manage the Newsletter distribution.

Group activities have now returned to previous levels and overall income at £36,783 (2021 £2,789) reflect this. Costs exceeded income because some of this came from Groups reserves or payments were made in the previous financial year. The Groups generally have had a loss of £198 (2021 -£441) reduced when compared to last year which is set against their cash and bank reserves. Overall the Groups themselves hold cash which for each individual group is not significant but has to be accounted for and when added together amounts just £1,798 (2021 £2,160). In addition the Groups have funds of £3,901 (2021 £3,485) held at the bank. I am grateful to all the Group Leaders for their co-operation and prompt reporting of their finances.

This year the Museums and Galleries Account has been combined with Art Appreciation for convenience of administration. Income was £4,611 (2021 £1,587) against expenses of £4,162 (2021 £1,153).

Overall this year across the Organisation and Groups there was a combined income of £1,371 (2021 £3,080). The unprecedented events this financial year has taught us that it is also important that we hold suitable reserves against possible inflationary costs and any losses arising from events outside our control. The Committee therefore do not feel that it is necessary to take action to reduce the reserves which currently amount to £13,307 (2021 £13,306).

Thanks are again due to Diana Tighe for continuing to manage the Museums and Galleries account which has made the Treasurers job so much easier. Martin Houghton and Diana have access to the other Bank accounts and can provide a backup when required.

I wish also to thank Brian Gatward for examining the accounts and providing advice which is such an important requirement for the proper management of the accounts. I am pleased to say Brian has agreed to continue to stand as Examiner next year and I hope that the meeting will later approve his continuance as our Examiner.

I will not go into any more detail but will be happy to answer any questions now or they can be emailed to me at treasurer@devizesu3a.org.uk.

Francis Wright
Honorary Treasurer
May 2022

The logo for u3a, consisting of the letters 'u3a' in a stylized, blue, sans-serif font. The '3' is slightly larger and more prominent than the other characters.