

## **POTTERS BAR UNIVERSITY OF THE THIRD AGE**

Registered Charity Number 1079721

### **ANNUAL REPORT -Year Ended 31 July 2022**

#### **Constitution**

Potters Bar University of the Third Age was established under a constitution signed on 10 September 1999. The current version was formally adopted at an Annual General Meeting held on 11 October 2021.

The Charity Commission confirmed by a letter that the Charity was entered in the Central Register of Charities with effect from 9 March 2000.

#### **Trustees**

Andrew Billington	Chairman
Vacant	Vicē Chair
Linda Bradish	Secretary
Josephine Cahill	Membership Secretary
Divya Shah	Treasurer
Nicola Hirschle	
Shirley Goodman -Phillips	
Kathryn Shaw	

#### **Co-opted Committee Members (not Trustees)**

Michael Wasilewski  
Michael Myers  
Judy Prior  
Pat Bennellick

#### **Bankers**

Metro Bank  
One Southampton Row  
London WC1B 5HA

#### **Independent Examiner**

Harvey Rose

#### **Objectives**

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

#### **Finance**

During the year the Charity had an excess of expenditure over income on general activities of £713 and an excess of income over expenditure of £1,321 on group activities (comparable figures for 2021 were an excess of income £623 and £80 respectively). The effect of the Covid 19 pandemic makes comparison of this year's figures with those of previous years very difficult.

As at 31 July 2022 there were unrestricted funds of £14,641 in the General Fund and £6,330 for specific group activities.

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In relation to the General Fund the Trustees' aim is to hold not less than 6 months expenditure in reserve to cover future eventualities. However, because of the effects of the ongoing Pandemic, the General Fund is larger. In relation to group activities reserves are needed as some individual trips / events operate at a loss and costs are often met before the income has been received and banked. The reserves as at 31 July 2022 comply with this policy.

### Year ended 31 July 2022

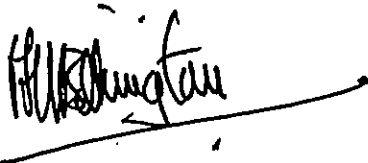
The Charity has provided facilities for continuing learning and physical activities for its membership which numbered 651 as at 31 March 2022, a slight increase from 621 as at 31 March 2021.

There are about 52 educational and recreational groups, all of which are self-financing. A broad spectrum of subjects is offered including languages, music and art appreciation, bridge, golf, crafts, physical activities and social events.

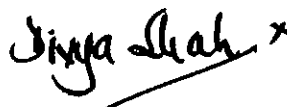
### The Future

The Charity intends to continue running the activities undertaken in 2021 and to expand them in accordance with the needs and wishes of the membership.

Signed on behalf of the Trustees



Andrew Billington  
Chairman



Divya Shah  
Trustee and Treasurer

# **POTTERS BAR UNIVERSITY OF THE THIRD AGE**

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## **Income and Expenditure Account for Year Ended 31 July 2022**

	2021				2022		
	General	Groups	Total		General	Groups	Total
	£	£	£		£	£	£
<b>Income</b>							
Subscriptions	6,387				7,870		
Gift Aid	0				1,031		
Groups-CHG outings		2,615				14,080	
Groups-Theatre outings		0				3,775	
Groups -Other		0				1,295	
Sundries	161				87		
<b>Total Income</b>	<b>6,548</b>	<b>2,615</b>	<b>9,163</b>		<b>8,987</b>	<b>19,150</b>	<b>28,137</b>
<b>Expenditure</b>							
Capitation Fees	2,174				2,516		
Herts Affiliation	60				0		
U3A TAM	1,505				1,178		
Local News Letters	326				1,039		
Hire of Halls	26				1,885		
Monthly Speakers	534				730		
Printing, Stationery	493				166		
Postage	255				48		
Computer Costs	320				417		
AGM Costs	0				383		
Group Co Ordinators meeting	0				0		
Bank Charges	0				32		
U3a DAY 6 SEPT 21	0				996		
Groups- CHG outings		2,433				12,370	
Groups-Theatre outings		0				3,758	
Groups -Other		102				1,701	
Sundry Costs	233				310		
<b>Total Expenditure</b>	<b>5,925</b>	<b>2,535</b>	<b>8,460</b>		<b>9,700</b>	<b>17,829</b>	<b>27,529</b>
Excess (shortfall) of Income over expenditure	623	80	703		(713)	1,321	608
Funds brought forward	14,732	4,929	19,661		15,354	5,009	20,363
Funds carried forward	15,354	5,009	20,363		14,641	6,330	20,971

# **POTTERS BAR UNIVERSITY OF THE THIRD AGE**

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## **Balance Sheet as at 31 July 2022**

	2021				2022		
	General	Groups	Total		General	Groups	Total
Assets	£	£	£		£	£	£
Bank Accounts	19,082	5,009	24,091		17,835	11,481	29,316
Plus: payments in advance	0	0	0		0	0	0
Less: income received in advance	-3,728	0	-3728		-3,194	-5,152	-8,345
Net Current Assets/unrestricted funds	15,354	5,009	20,363		14,641	6,330	20,971

## Notes to the Accounts

1. Income received in advance are:

- a) Member's subscriptions received in the year ended 31 July 2022 for membership effective 1 August 2022.
- b) Groups Income in Advance consists of Net Income received by CHG for outings to take place in 2022/2023.

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**Independent Examiner's Report to the Trustees for the year ending 31 July 2022**

I report on the accounts of the Charity for the year ended 31 July 2022, which appear on pages 2 and 3.

**Respective responsibilities of the Trustees and the Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for the year (under section 144 of the Charities Act 2011) and that an independent examination is needed.

It is my responsibility to:

- \* examine the accounts under section 145 of the Charities Act 2011
- \* to follow the procedures laid down in general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act 2011) and
- \* to state whether particular matters have come to my attention

**Basis of the Independent Examiner's report**

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of the unusual items or disclosures in the accounts and the seeking of explanation from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

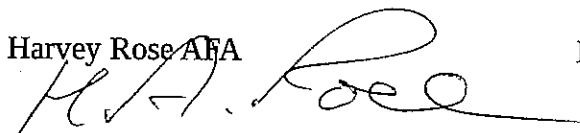
In connection with the examination, no material matters have come to my attention which give me cause to believe that in any material respect:

- \* accounting records were not kept in accordance with section 130 of the Charities Act 2011
- \* the accounts do not accord with the accounting records

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

Harvey Rose AFA

Date 25<sup>th</sup> August 2022



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Barnet, Herts, EN4 9jx