

POTTERS BAR UNIVERSITY OF THE THIRD AGE
Registered Charity Number 1079721
ANNUAL REPORT -YEAR ENDED 31 JULY 2024

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 Extraordinary General Meeting held on 8 January 2024.

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

Patricia Bennellick)	Joint Chairmen
Leslie Chesson)	(appointed 5 January 2024)
Deborah Williams		Vice Chairman (appointed 5 January 2024)
Linda Bradish		Secretary
Annette Higgs		Treasurer (appointed 9 October 2023)
Paul Burnham		(appointed 5 January 2024)
Josephine Cahill		Membership Secretary
Paul Chivers		(appointed 5 January 2024; resigned 8 May 2024)
Shirley Goodman-Phillips		
David Jones		(co-opted 24 January 2024)
Gary Priestley		(co-opted 24 January 2024)
Kathryn Shaw		(re-elected 9 October 2023)
Carol Wilcox		(appointed 9 October 2023)
Judy Prior		
David Ramsay		(appointed 5 January 2024)

Bankers

Metro Bank
One Southampton Row
London WC1B 5HA

Independent Examiner

Paul O'Brien

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 £5,351 and an excess of income over expenditure of £2,308 on group activities (comparable figures for 2023 were an excess of £1,961 and £1,137 respectively).

As at 31 July 2024 there were unrestricted funds of £7,330 in the General Fund and £9,775 for specific group activities.

In relation to the General Fund the Trustees' aim is to hold not less than 6 months expenditure in reserve to cover future eventualities. 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 2024 comply with this policy.

Year ended 31 July 2024

The Charity has provided facilities for continuing learning and physical activities for its membership which numbered 573 as at 31 March 2024, a decrease from 651 as at 31 March 2023.

There are about 46 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 2023 and to expand them in accordance with the needs and wishes of the membership.

Signed on behalf of the Trustees



Pat Bannellick
Joint Chairman



Les Chesson



Annette Higgs
Treasurer

POTTERS BAR UNIVERSITY OF THE THIRD AGE

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Income and Expenditure Account for Year Ended 31 July 2024

	2023			2024		
	General	Groups	Total	General	Groups	Total
	£	£	£	£	£	£
Income						
Subscriptions	7,352			7,484		
Gift Aid	1,064			1,057		
Newsletters	620			360		
Groups-CHG outings		26,332			28,572	
Groups-Theatre outings		0			1,431	
Groups -Other		1,849			2,641	
Sundries	112			0		
Total Income	9,148	28,181	37,329	8,901	32,644	41,545
Expenditure						
Capitation Fees	2,412			2,288		
U3A Third Age Magazine	1,290			3,078		
Local News Letters	642			10		
Hire of Halls	2,614			3,446		
Monthly Speakers	1,084			1,046		
Printing, Stationery	164			1,142		
Postage	414			475		
Computer Costs	411			522		
Equipment	60			1,298		
AGM Costs	492			106		
Group Co-Ordinators' meeting	1,316			730		
Bank Charges	0			0		
Groups- CHG outings		25,420			25,967	
Groups-Theatre outings		75			1,386	
Groups -Other		1,549			2,982	
Sundry Costs	209			112		
Total Expenditure	11,109	27,044	38,154	14,252	30,335	44,587
Excess (shortfall) of income over expenditure	-1,961	1,137	-825	-5,351	2,308	-3,043
Funds brought forward	14,642	6,330	20,972	12,681	7,467	20,147
Funds carried forward	12,681	7,467	20,147	7,330	9,775	17,105

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Balance Sheet for Year Ended 31 July 2024

	2023				2024		
	General	Groups	Total		General	Groups	Total
Assets	£	£	£		£	£	£
Bank Accounts	17,062	13,497	30,559		11,444	16,895	28,339
Add: payments in advance to 31 July 24	0	3,883	3,883		0	2,921	2,921
Less: income received in advance to 31 July 24	-4,382	-9,913	-14,295		-4,114	-10,041	-14,156
Net Current Assets/unrestricted funds	12,680	7,467	20,147		7,330	9,775	17,104

Notes to the Accounts

1. Income received in advance are:

a) Member's subscriptions received in the year ended 31 July 2024 for membership effective 1 August 2024.

b) Groups Income in Advance consists of Income received by CHG for outings to take place in 2024/2025.

2. Hire of Halls includes teas, coffees and snacks and tea and scones events.

3. The CHG trips continue to be well attended and have been very successful and within budgeted cost.

4. U3A Third Age Magazine – 2 subscriptions were paid in this financial year. One for this financial year (2024/25) and one for the previous year (2023/24).

5. Printing and stationery – increase in volume of printing leaflets. Printing costs have also increased.

6. Equipment – purchase of three replacement laptops.

POTTERS BAR UNIVERSITY OF THE THIRD AGE

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Independent Examiner's Report to the Trustees for the year ended 31 July 2024

I report on the accounts of the Charity for the year ended 31 July 2024, which appear on pages 3 and 4.

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 this 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 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 any unusual items or disclosures in the accounts, and the seeking of explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and 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 my 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.

Paul O'Brien

Paul O'Brien

4th September 2024

34 King James Close, Fordham, Ely, CB7 5ZH