

POTTERS BAR UNIVERSITY OF THE THIRD AGE

Registered Charity Number 1079721

ANNUAL REPORT -YEAR ENDED 31 JULY 2025

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)	
Deborah Williams		Vice Chairman (resigned 1 November 2024)
Janet Emmerson		Vice Chairman (appointed 20 November 2024)
Elaine Saberi		Treasurer (co-opted 19 December 2024)
Linda Bradish		Secretary (until 5 November 2024, then Membership Sec)
Annette Higgs		Treasurer (resigned 5 November 2024)
Paul Burnham		Secretary (appointed 5 November 2024)
Josephine Cahill		Membership Secretary (term ended 5 November 2024)
Shirley Goodman-Phillips		(term ended 5 November 2024)
David Jones		
Gary Priestley		
Kathryn Shaw		
Carol Wilcox		
Judy Prior		
David Ramsay		New Members Secretary (appointed 5 November 2024)
Robin Burns		(co-opted 10 March 2025)

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 £2522 and an excess of income over expenditure of £654 on group activities (comparable figures for 2024 were an excess of £5,351 and £2,308 respectively).

As at 31 July 2025 there were unrestricted funds of £4,808 in the General Fund and £10,429 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 2025 comply with this policy.

Year ended 31 July 2025

The Charity has provided facilities for continuing learning and physical activities for its membership which numbered 610 as at 31 March 2025, an increase from 573 as at 31 March 2024.

There are about 50 educational and recreational groups, all of which are self-financing. A broad spectrum of subjects is offered including languages, music and art appreciation, bridge, crafts, physical activities and social events.

The Future

The Charity intends to continue running the activities undertaken in 2025 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



Elaine Saberi
Treasurer

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Income and Expenditure Account for the Year Ended 31 July 2025

	2024				2025		
	General	Groups	Total		General	Groups	Total
	£	£	£		£	£	£
Income							
Subscriptions	4,114				8,024		
Gift Aid	0				2,114		
Newsletters	0				396		
Groups-CHG outings		10,041				29,238	
Groups-Theatre outings		0				0	
Groups -Other		0				4,137	
Sundries	0				0		
Total Income	4,114	10,041	14,156		10,534	33,375	43,909
Expenditure							
Capitation Fees	2,288				2,372		
U3A Third Age Magazine	3,078				1,730		
Local News Letters	10				10		
Hire of Halls	3,446				3,761		
Monthly Speakers	1,046				770		
Printing, Stationery	1,142				1,334		
Postage	475				606		
Computer Costs	522				305		
Equipment	1,298				59		
P/L Insurance					146		
Beacon					756		
AGM Costs	106				191		
Group Co-Ordinators' meeting	730				617		
Bank Charges	0				34		
Groups- CHG outings		25,967				28,749	
Groups-Theatre outings		1,386				1,961	
Groups -Other		2,982				2,011	
Sundry Costs	112				366		
Total Expenditure	14,252	30,335	44,587		13,056	32,721	45,777
Excess (shortfall) of income over expenditure	-5,351	2,308	-3,043		-2,522	654	-1,868
Funds brought forward	12,681	7,467	20,147		7,330	9,775	17,105
Funds carried forward	7,330	9,775	17,105		4,808	10,429	15,237

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Balance Sheet for Year Ended 31 July 2025

	General	Groups	2024 Total		General	Groups	2025 Total
Assets	£	£	£		£	£	£
Bank Accounts	11,444	16,895	28,339		11,637	13,437	25,073
Add: payments in advance to 31 July 25	0	2,921	2,921		0	1,162	1,162
Less: income received in advance to 31 July 24	-4,114	-10,041	-14,156		-6,829	-4,170	-10,999
Net Current Assets/unrestricted funds	7,330	9,775	17,104		4,808	10,429	15,236

Notes to the Accounts

1. Income received in advance are:

- a) Member's subscriptions received in the year ended 31 July 2025 for membership effective 1 August 2025.
- b) Groups income in advance consists of income received by CHG for outings to take place in 2025/2026.

2. The amount shown for newsletters does not include receipts in 23/24 for 24/25. They were included in the subscriptions and not analysed out in 23/24.

3. Hire of Halls includes teas, coffees and snacks for events.

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

5. The Theatre group is not operating so the funds have been transferred to the General group account,

6. Gift Aid includes 2 receipts, 1 for tax year ended 5 April 2024 (as this was not claimed in time to go into last years accounts) and 1 for tax year ended 5 April 2025.

**Independent Examiner's Report to the Trustees for the
Period ended 31 July 2025**

I report on the accounts of Potters Bar University of the Third Age for the year ended 31 July 2025, which are set out on the following pages.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act
- To follow the procedures laid down in the general directions given by the Charity Commission under section 14595(b) of the 2011 Act
- To state whether particular matters have come to my attention

Basis of 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 any unusual items or disclosures in the accounts, and seeking explanations from you as 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 next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - * to keep accounting records in accordance with section 130 of the 2011 Act and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Paul O'Brien

Paul O'Brien (ICPA)
8th September 2025