



Chiltern University of the Third Age

Annual Report of the Trustees

Year Ended 31 March 2025

Reference and Administrative Information

Charity Name: Chiltern University of the Third Age
(hereinafter referred to as "Chiltern u3a")

Charity registration number: 1082794

Trustees

The following served during the year:

Helen Beaumont	
Anne Caine	Co-opted 20 June 2024
Lee Elton	Resigned 15 May 2024
Petrus Franciscus Jozef de Groot	(Elected as Chair 15 May 2024)
Jennifer Susan Harold-Barry	(Treasurer)
Mike Hender	
Jenny Jobson	
Sarah Jones	(Chair to 15 May 2024, trustee thereafter)
Ernest Newhouse	(Secretary)
Jean Routly	
Christian Scott	
Linda Walton	(Vice-Chair from 15 May 2024)
Wallace Wormley	

All the trustees in office at the end of the year were still in office when this report was signed.

Location

Chiltern u3a does not have premises of its own. The majority of its activities take place at the various premises of the Amersham Community Centre adjacent to and within the Chilterns Lifestyle Centre, Chiltern Avenue, Amersham, Bucks, HP6 5AH. The former will accept correspondence addressed to Chiltern u3a.

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling ME19 4JQ.

Independent Examiner

Alex Hughes, ACCA, 95 Hundred Acres Lane, Amersham, Bucks. HP7 9BP

Structure, Governance and Management

Governing Document

The Constitution of Chiltern u3a was adopted on 6 April 2000 and amended on 16 October 2002, 19 April 2004, 16 May 2012, 21 May 2014 and 24 February 2021.

Recruitment and Appointment of Trustees.

Trustees are elected for 2 year terms at the Annual General Meeting and may be re-elected. They are drawn from the membership of Chiltern u3a. When necessary, trustees may be co-opted from the membership.

Risk Management

Risk Assessment procedures and appropriate insurances are in place. Appropriate protective software is installed on Chiltern u3a's IT equipment and users are trained as necessary.

Objectives, Activities and Public Interest

The objectives of the charity are to advance the education of middle-aged and older citizens not in full time gainful employment and living in Amersham and Chesham and the surrounding locality; to provide facilities for leisure time and recreational activities aimed at improving the life-style and social welfare of those citizens.

Chiltern u3a traditionally holds one general meeting each month, at most of which a presentation by a member or an outside speaker is the main item on the agenda. A variety of interest groups meet, generally once or twice a month. These cover a range of academic, exercise, cultural and social matters according to the expressed wishes of the members and the willingness of organisers to come forward. Excursions are also arranged.

The trustees are satisfied that the objectives of the Trust meet the public interest.

Employees

Chiltern u3a does not have any employees.

Achievements and Performance

Following the end of the pandemic, Chiltern u3a's activities returned to their customary formats, with minimal use being made of Zoom. Most take place in the remaining buildings of the old Amersham Community Centre or its rooms in the new Chilterns Lifestyle Centre, although increasing use is being made of other venues in the area.

Particular efforts have been made to publicise Chiltern u3a in the area. These have included adverts and editorial matter in some of the monthly free publications which circulate in the area, attendance at fetes and similar events. An open day was held in the autumn which resulted in 88 new members signing up on the spot.

It is pleasing to note that membership is now on the increase. The membership at the year end was 1440, which is above the pre-pandemic level of 1352. [March 2024: 1364] About 8-9% of the membership is lost each year, which is not surprising given its age profile.

At the end of the year there were 101 interest groups, including excursions, [March 2024: 94], ranging from Ancient Cultures to Yoga for Beginners. 12 new groups were formed and 4 were closed.

The series of sessions for the benefit of older drivers run by the Police Road Safety Team using Virtual Reality has been continued. Some 200 members have now attended and several more events have been booked.

There is a continuing drive to involve more members in the running of the organisation. Teams totalling about 25 ordinary members are now assisting with publicity and the administration of organisation wide events.

Plans for Future Periods

The trustees are continuing to focus on attracting new members, particularly from those recently retired. They are also concerned about the difficulty of finding people to take on leadership roles in the various activities, which seems to be a common problem in many community groups.

Financial Review

Reserves Policy

The reserves are significantly larger than the general policy of 6 months' expenditure. This is in anticipation of cost increases and the possibility of a liability in respect of a portion of the Gift Aid received in the past which has not yet been resolved.

Fixed Assets

Chiltern u3a has no Fixed Assets apart from computers and similar equipment, which are written off to expenditure on acquisition.

Results for the Period

The accounts for the year are presented with this report.

Statement of Trustees' Responsibilities

The trustees are required to prepare accounts for each financial period which give a true and fair view of the state of affairs of the charity at the end of the financial period and of its surplus or deficit for that period. In preparing the accounts, suitable accounting policies have been used consistently and reasonable and prudent judgements made. The trustees are also responsible for maintaining accounting records, for safeguarding the assets of the trust and for preventing and detecting fraud and other irregularities. The trustees are satisfied that Chiltern u3a is a going concern.

Audit

Under the terms of the Charities Act 2011, the size of Chiltern u3a is such that the trustees may choose between an audit and an independent examination. The trustees have determined that the accounts should be independently examined and the corresponding report follows the accounts.

This report was approved by the trustees on 15 May 2025 and signed on their behalf by:

Chair

CHILTERN UNIVERSITY of the THIRD AGE (Cu3a)

Registered Charity Number 1082794

INCOME & EXPENDITURE ACCOUNT for YEAR to 31 MARCH 2025

	Notes	2024/25 £	2023/24 £
<u>OPERATING ACCOUNT</u>	(1)		
INCOME			
Subscriptions	(2)	39,354	36,272
Charges for additional printed Newsletters	(3)	1,359	0
Bank Interest		1,488	1,320
Sundries	(4)	573	868
		42,773	38,460
EXPENDITURE			
Accommodation		25,699	24,659
Guest Speakers - Fees & Expenses		753	737
Broadband, Telephone Fees & IT		400	370
Newsletter - Production and Distribution		6,569	5,154
Administration		886	637
Simple & Membership cards		1,500	1,500
Software for Administration	(5)	176	176
Gift Aid Costs	(6)	1,140	0
Banking Costs		229	258
Membership Fees to Third Age Trust	(7)	5,456	5,376
Equipment Purchases & Maintenance	(8)	868	700
Sundries	(9)	1,171	1,491
		44,846	41,056
SURPLUS/DEFICIT FOR THE YEAR		-2,073	-2,596
Funds brought forward from 1 April 2024		38,838	41,434
FUNDS AS AT 31 MARCH 2025		36,765	38,838

BALANCE SHEET AS AT 31 MARCH 2025

ASSETS			
Bank Balances		77,964	73,304
Prepaid Expenses		0	0
TOTAL ASSETS		77,964	73,304
LIABILITIES & RECEIPTS IN ADVANCE			
Subscriptions for 2025/26		40,919	34,224
Other Liabilities		280	242
TOTAL LIABILITIES		41,199	34,466
Specific Reserve for Equipment	(10)	10,000	10,000
General Reserve		26,764	28,838
NET ASSETS (OPERATING)	(11)	36,764	38,838

<u>EXCURSIONS & GROUPS ACTIVITIES ACC</u>	(12)		
RECEIPTS		35,715	29,725
PAYMENTS		31,930	23,400
SURPLUS FOR THE YEAR		3,785	6,324
Funds brought forward from 1 April 2024		14,603	8,279
FUNDS AS AT 31 MARCH 2025		18,388	14,603

BALANCE SHEET AS AT 31 MARCH 2025

ASSETS			
Bank Balance		18,387	14,603
LIABILITIES			
Group Activities for future years		4,692	5,220
NET ASSETS (EXCURSIONS & GROUPS)		13,695	9,383
TOTAL INCOME	(13)	78,488	68,185
TOTAL EXPENDITURE	(13)	76,777	64,456
TOTAL NET ASSETS	(13)	50,460	48,220

Notes to accompany end of year accounts to 31 March 2025

The Operating Account is presented on an Accrual basis, showing income and Expenditure together with a Balance Sheet. The notes below focus on material items. Assets are written off in the year of purchase. The Excursions & Groups Activities Account is presented on a Receipts & Payments basis.

OPERATING ACCOUNT

- 1 The accounts are shown separately for the monies used to run Chiltern u3a (Operating Account) and for the monies held on behalf of excursions organisers and groups (Excursions & Groups Activities Account).
- 2 Subscription income for the year of £39,354 was received from 1,489 members, up from 1385 members in the previous year. The main rate was increased to £28 from its 2023/24 level of £27.
- 3 Members received four issues of the Cu3a Newsletter electronically, one of which was also distributed in print. 151 members opted to pay £9 each to receive the printed version of all issues for the year.
- 4 Sundries income for 2024/25 comprises a donation from Riviera Travel's Affinity scheme, and sale of diaries.
- 5 Other software costs are included under Equipment or Newsletter, as appropriate.
- 6 Costs are for professional advice (see Note 11).
- 7 TAT Membership Fees of £5,458 are calculated on £4 per member, based on the number of members at 31 March 2024, and payable to the Third Age Trust for National Office services and insurances.
- 8 Includes Zoom licences.
- 9 Sundries expenditure includes cost of u3a Matters, licences, the Cu3a website, affiliation to the A&DCA, promotional material and activities, and start-up costs for a new group.
- 10 £10,000 has been set aside for future equipment updates for the Barn Hall and the Pottery Room.
- 11 There is a contingent liability potentially arising in respect of the entitlement to a portion of Gift Aid received. Our membership subscription covers the cost of accommodation for our interest groups, and guidance from the Third Age Trust has suggested that this money should have been excluded from our Gift Aid claims. The Committee has sought professional advice and assistance on determining whether the circumstances specific to Chiltern u3a maintain eligibility to claim the full Gift Aid. Should Chiltern u3a have claimed Gift Aid for which it is not eligible, the repayment is not expected to exceed £25,000.

EXCURSIONS & GROUPS ACTIVITIES ACCOUNT

- 12 Monies collected by convenors and excursions organisers are held in a dedicated bank account. Expenditure of these monies for groups activities and general excursions is administered by the Treasurer and overseen by the Committee. Funds collected by any individual group are only made available for use by that group for a specific activity. Activities normally include visits to theatres, art galleries, gardens, museums and other places of interest; dancing, yoga, and pilates tuition; and specialist speakers.

TOTALS

- 13 Because the Operating Account is presented on an Accrual basis and the Excursions & Groups Activities Account is presented on a Receipts & Payments basis, these figures are indicative of scale only.

Independent Examiner's Report to the trustees & members of Chiltern u3a (Ref. No. 1082794)

I report on the accounts and notes for the year ended 31 March 2025 which are set out above and on the previous page.

The Charity's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Act)) and that an independent examination is needed. It is my responsibility: to examine the accounts (under section 145 of the Act); to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Act); and to state whether particular matters have come to my attention.

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 Chiltern u3a 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be requested 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 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 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.~~



Alex Hughes ACCA
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16th April 2025