



# **Annual Accounts**

*For the year to the 31st March 2022*

*Registered Charity Number: 1083175*

## **Trustees**

Frani Hoskins (*Acting Chairman*)

Dennis Keley (*Treasurer*)

Jane Didham (*Secretary*)

Lionel Shields (*Membership Secretary*)

Jan Dixon (*Groups Co-ordinator*)

Chris Jarman (*Speakers*)

David Perry (*Tonbridge u3a Journal*)

Margaret Pavlidis (*Travel*)

David Bell (*IT, Theatre*)

David Johnson (*Publicity*)

## **Bankers**

Lloyds TSB,

121 High Street, Tonbridge TN9 1DB

## **Independent Examiner**

Mr M Sellen

## **Trustee's Report**

Tonbridge 3a is a non-profit making charity registered by the Charity Commission as a private association run solely for the benefit of its members. It is affiliated to the Third Age Trust, a central organisation that gives assistance and advice, facilitates insurance and develops the interests of u3as throughout the country. Tonbridge u3a is autonomous, regulated by a self-perpetuating board of trustees. At the end of the year the membership totalled 1216.

Tonbridge u3a is financed by membership fees that have been calculated to cover general and administrative costs and provide a small surplus to meet the requirements of the Charity Commissioners. Gift Aid is collected from HMRC on behalf of its taxpaying members. The accounts are examined by an Independent Examiner and are reported annually to the Commission.

Tonbridge u3a's organisation provides a Public Benefit by informing and servicing its members in several different ways. In normal years, a lecturer is hired for one meeting in each month in a hall of sufficient size to accommodate all wishing to attend, this years meeting have been held on Zoom and at The Angel Centre. There are approximately 100 interest groups and in normal years, organising over 70 events each month. Generally groups meet monthly, usually in a home, to share interests, to develop skills, and to be entertained, but this year these meetings have, sometimes, had to be cancelled due to the pandemic. Each group is self-funding, and makes charges as appropriate to cover direct costs. A Journal is distributed monthly to all members, either by post, hand delivery, or by e-mail, giving full details of all events. Additional events, together with a Theatre Group, organised centrally, are open to all u3a members in a normal year.

The Management Committee of up to twelve trustees meets every two months. Each trustee reports on one area of responsibility. Minutes are kept. As last year, Trustees are unpaid apart from the

reasonable expenses incurred in the course of their Committee work, and. reimbursement for food, drink etc purchased for centrally - organised events. There are no transactions with Related parties (last year: None).

## **Risks**

Tonbridge u3a has public liability insurance, but members are advised to accept responsibility for their own insurance. The insurers may extend third party liability cover to guests, but they reserve the right not to do so. The Trustees consider the charity to be Going Concern and that there is sufficient working capital to cover all risks that the Charity may encounter.

Our reserves at the end of the year were £41,308 which equates to 29 months of expenditure (last year: 29 months). This is higher than our policy of 3-6 months.

## **Bank Accounts**

Two Lloyds Bank Accounts are used: a Current Account and a Standing Order Account.

A Travel Team plans and administers monthly coach outings and occasional continental holidays. This year, a holiday was organised to Northern Ireland and there were some 'day out' outings. The Travel Team use a separate account at Lloyds Bank, which is examined separately and subsequently incorporated in the overall u3a accounts.

## ***Independent Examiner's Report to the Trustees of Tonbridge u3a***

### **Respective responsibilities of the trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts for the year ended 31<sup>st</sup> March 2022 as set out on pages 4 and 5. The charity's trustees consider that an audit is not required under Section 144 of the Charities Act 2011 (the 'Charities Act') and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under Section 145 of the Charities Act.
- follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act, and to
- state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with the general Directions given by the Charity Commission under section 145(5)(b)) of the Act. The examination includes a review of the accounting records kept by the u3a and a comparison of the accounts with those records. It also includes considering 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 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 requirements of the Act and Regulations 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 be reached.

Signed:



Date:

15.5.22

Name:

MATTHEW SELLEN FCA



# Tonbridge u3a

Statement of Activities on the Accounts for the year to 31st March 2022

2020/21

		2021/22 Receipts £	Advance Receipts £	2021/22 Payments £	Advance Payments £	2021/22 Balance £	2020/21 Balance £
<b><u>General Funds</u></b>							
Subscriptions	1	17,915		450		17,465	17,367
Gift Aid	2	2,540				2,540	2,628
Interest & Donations	3						1
Affiliation Fee	4			4,207		-4,207	-4,690
Third Age Trust Newsletters	5			2,697		-2,697	-3,000
Meetings	6			2,201		-2,201	138
Newsletter printing	7			3,157		-3,157	-2,544
Newsletter postage	8			1,310	88	-1,222	-2,649
Study Days	9			100		-100	-240
Committee Expenses	10			844		-844	-468
Website & other IT	11			1,083		-1,083	-275
Organisers' lunches	12					0	0
u3a Beacon System				1,202		-1,202	0
<b>SUB-TOTAL</b>		<b>20,455</b>	<b>0</b>	<b>17,251</b>	<b>88</b>	<b>3,292</b>	<b>6,268</b>
<b><u>Social activities</u></b>							
<b>Central functions</b>							
<i>2020-21 events</i>							
Defibrillation			-33		-45	-12	0
French Dance							
Quiz Night 17 Feb 2022		340		220		120	
Xmas Dinner		713		713		0	
		<b>1,053</b>	<b>-33</b>	<b>933</b>	<b>-45</b>	<b>108</b>	<b>0</b>
<b>Theatre group</b>							
<i>Prior Year shows</i>							
Chichester (10/08/21)		1,820	1,160	660		0	0
Pretty Woman (30/03/22)		948	948			0	
Drifters Girl (26/1/22)		864	864			0	
Tina (20/02/22)		1,185		1,185		0	
Cinderella (11/5/22)				1,185	1,185	0	
		<b>4,817</b>	<b>2,972</b>	<b>3,030</b>	<b>1,185</b>	<b>0</b>	<b>0</b>
<b>Travel Team</b>							
<i>Northern Ireland</i>							
Crossness		35				35	
Leonards Lee		2,496		2,466		30	
Sutton Hoo		1,972		1,967		5	
2022/23		1,864		1,833		31	
		1,092	1,092			0	
		<b>7,459</b>	<b>1,092</b>	<b>6,266</b>	<b>0</b>	<b>101</b>	<b>-11</b>
<b>Other groups</b>							
Other groups						0	0
		<b>0</b>		<b>0</b>		<b>0</b>	<b>8</b>
<b>SUB-TOTAL</b>		<b>13,329</b>	<b>4,031</b>	<b>10,229</b>	<b>1,140</b>	<b>209</b>	<b>-3</b>
<b>OVERALL TOTAL</b>		<b>33,784</b>	<b>4,031</b>	<b>27,480</b>	<b>1,228</b>	<b>3,501</b>	<b>6,265</b>

# Tonbridge u3a

Balance Sheet as at 31st March 2022

	31st March 2022	31st March 2021
<b>Current Assets</b>	£	£
Bank Accounts		
Lloyds	24,958	21,021
Standing Orders A/c	13,260	12,067
Travel Team	3,081	1,888
Cash in Hand	16	35
Debtors (see below)	1,235	3,067
Assets	<u>42,550</u>	<u>38,078</u>
Less: Creditors (see below)	1,242	271
	<u><b>41,308</b></u>	<u><b>37,807</b></u>
<b>Represented by:</b>		
General Funds, brought forward	37,807	31,542
Movement in year	3,501	6,265
General Funds, carried forward	<u><b>41,308</b></u>	<u><b>37,807</b></u>
<b>Debtors</b>		
<b>Payments in advance</b>		
Central events	50	95
Theatre group:		
Chichester (2021/22)		1,160
Pretty Woman (19/11/2021)		948
Drifter Girls (26/1/22)		864
Cinderella (11/5/22)	1,185	
	<u>1,235</u>	<u>3,067</u>
<b>Creditors</b>		
<b>Receipts in advance</b>		
Defibrillator talk (p/poned)		33
Travel Team (2022/23)	1,092	
<b>Sub-total receipts in advance</b>	<u>1,092</u>	<u>33</u>
<b>Outstanding payments</b>		
Journal postage (Feb & Mar)	150	238
	<u>1,242</u>	<u>271</u>

Signed on behalf of the Tonbridge u3a

Frani Hoskins (Acting Chairman)

Dennis Koley (Hon Treasurer)

*Frani Hoskins*  
*Dennis Koley*

Date 15.5.22

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