



Annual Accounts

for the year to the 31st March 2023

Registered Charity Number: 1083175

Trustees

Frani Hoskins (*Chairman*)
Lionel Shields (*Vice Chairman*)
Dennis Keley (*Treasurer*)
Rosemary Martin (*Secretary*)
Miriam Crundwell (*Membership Secretary*)
Jan Dixon (*Groups*)
Chris Jarman (*Events Team*)
David Perry (*Tonbridge u3a Journal*)
Margaret Pavlidis (*Travel Team*)
David Bell (*IT*)
David Johnson (*Publicity*)
Melanie Battell (*Additional Member*)

Bankers

Lloyds TSB,
58 Mount Pleasant Road, Tunbridge Wells TN1 1RP

Independent Examiner

Mr M Sellen

Trustee's Report

Tonbridge u3a 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 1230.

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 £44,657 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 South Wales 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 31st March 2023 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:

9.5.23

Name:

MATTHEW SELLOW FCCA

Tonbridge u3a

Statement of Activities on the Accounts for the year to 31st March 2023

| | | 2022/23 Receipts | Advance Receipts | 2022/23 Payments | Advance Payments | 2022/23 Balance | 2021/22 Balance |
|----------------------------------|----|---------------------|---------------------|---------------------|---------------------|--------------------|--------------------|
| | | £ | £ | £ | £ | £ | £ |
| General Funds | | | | | | | |
| Subscriptions | 1 | 18,415 | | 232 | | 18,183 | 17,465 |
| Gift Aid | 2 | 2,502 | | | | 2,502 | 2,540 |
| Interest & Donations | 3 | | | | | | |
| Affiliation Fee | 4 | | | 4,904 | | -4,904 | -4,207 |
| Third Age Trust Newsletters et | 5 | | | 2,928 | | -2,928 | -2,697 |
| Meetings | 6 | | | 2,160 | | -2,160 | -2,201 |
| Newsletter printing | 7 | | | 3,646 | | -3,646 | -3,157 |
| Newsletter postage | 8 | | | 1,821 | 150 | -1,671 | -1,222 |
| Committee Expenses | 10 | | | 661 | | -661 | -844 |
| Study Days | 9 | | | | | 0 | -100 |
| Website & other IT | 11 | | | 205 | | -205 | -1,083 |
| Organisers' lunches | 12 | | | 629 | | -629 | 0 |
| u3a Beacon System | | | | 1,216 | | -1,216 | -1,202 |
| SUB-TOTAL | | 20,917 | 0 | 18,402 | 150 | 2,665 | 3,292 |
| Social activities | | | | | | | |
| Central functions | | | | | | | |
| <i>2020-21 events</i> | | | | | | | |
| Defibrillation | | | | | | | 0 |
| Quiz Night 17 Feb 2022 | | | | | | | -12 |
| | | | | | | | 120 |
| French Dance | | 192 | | 234 | -50 | -92 | |
| Cream Tea | | 592 | | 500 | | 92 | |
| Xmas Social | | 700 | | 290 | | 410 | |
| Games Afternoon | | 48 | | 113 | | -65 | 0 |
| | | 1,532 | 0 | 1,137 | -50 | 345 | 108 |
| Theatre group | | | | | | | |
| <i>Prior Year shows</i> | | | | | | | |
| Cinderella (11/5/22) | | 1,067 | | | -1,185 | -118 | 0 |
| Chichester Festival (11/08/22) | | 2,660 | | 2,618 | | 42 | |
| Upstart Crow (12/10/22) | | 675 | | 675 | | 0 | |
| To Kill a Mocking Bird (25/1/23) | | 550 | | 550 | | 0 | |
| Jersey Boys (9/2/23) | | 790 | | 790 | | 0 | |
| Valley of Fear (19/04/23) | | 650 | | 650 | | 0 | |
| The Great Gatsby (18/5/23) | | | | 880 | 880 | 0 | |
| Operation Mincemeat (6/06/23) | | | | 590 | 590 | 0 | |
| | | 6,392 | 0 | 6,753 | 285 | -76 | 0 |
| Travel Team | | | | | | | |
| South Wales | | 1,488 | | 1,460 | | 28 | |
| Wisley Gardens | | 1,275 | | 1,275 | | 0 | |
| Knebworth | | 2,058 | | 2,054 | | 4 | |
| Waterperry | | 1,273 | | 1,255 | | 18 | |
| Thanet | | 2,070 | | 2,022 | | 48 | |
| Houghton & Winchester | | 1,332 | | 1,287 | | 45 | |
| Brooklands | | 1,344 | | 1,343 | | 1 | |
| Canterbury | | 944 | | 837 | | 107 | |
| Sheppey/S of Sixties | | 2,700 | | 2,699 | | 1 | |
| Fishbourne | | 2,204 | | 1,883 | | 321 | |
| Sundry Expenses | | | | 158 | | -158 | |
| | | 16,688 | 0 | 16,273 | 0 | 415 | 101 |
| Other groups | | | | | | | |
| Other groups | | | | | | 0 | 0 |
| | | 0 | | 0 | | 0 | 0 |
| SUB-TOTAL | | 24,612 | 0 | 24,163 | 235 | 684 | 209 |
| OVERALL TOTAL | | 45,529 | 0 | 42,565 | 385 | 3,349 | 3,501 |

Tonbridge u3a

Balance Sheet as at 31st March 2023

| | 31st March 2023 | 31st March 2022 |
|--------------------------------------|----------------------|----------------------|
| Current Assets | £ | £ |
| Bank Accounts | | |
| Lloyds | 26,936 | 24,958 |
| Standing Orders A/c | 13,835 | 13,260 |
| Travel Team | 2,429 | 3,081 |
| Cash in Hand | 13 | 16 |
| Debtors (see below) | 1,570 | 1,235 |
| Assets | <u>44,783</u> | <u>42,550</u> |
| Less: Creditors (see below) | 126 | 1,242 |
| | <u>44,657</u> | <u>41,308</u> |
| Represented by: | | |
| General Funds, brought forward | 41,308 | 37,807 |
| Movement in year | 3,349 | 3,501 |
| General Funds, carried forward | <u>44,657</u> | <u>41,308</u> |
| Debtors | | |
| <i>Payments in advance</i> | | |
| Central events | | 50 |
| Travel Team | 100 | |
| Theatre group: | | |
| Cinderella (11/5/22) | | 1,185 |
| The Great Gatsby (18/5/23) | 880 | |
| Operation Mincemeat (6/6/23) | 590 | |
| | <u>1,570</u> | <u>1,235</u> |
| Creditors | | |
| <i>Receipts in advance</i> | | |
| Travel Team (2022/23) | 106 | 1,092 |
| <i>Sub-total receipts in advance</i> | <u>106</u> | <u>1,092</u> |
| <i>Outstanding payments</i> | | |
| Journal postage (Feb & Mar) | | 150 |
| Travel Team | 20 | |
| | <u>126</u> | <u>1,242</u> |

Signed on behalf of the Tonbridge u3a

Frani Hoskins (Acting Chairman)

Frani Hoskins

Date 9.5.23

Dennis Keley (Hon Treasurer)

Dennis Keley

Date 9.5.23