

## **Trustees Annual Report for the period**

**From 1/4/2022 to 31/03/2023**

### Reference and Administration details

Charity Name: Hillingdon University of the Third Age

Also known as: Hillingdon U3A

Charity Number: 1086758

Charity Principal Address: 91 Long Lane Hillingdon UB10 0AP

### Charity Trustees acting for the year – annually elected at AGM

Ann Lines	Chairman / Membership Secretary
Barbara Hall	Treasurer
Richard Fremantle	Assistant Treasurer
Pam Smith	Minutes Secretary
Judy Peddie	Bookings Manager
Chris Clare	PR and Communications Co-ordinator
Margare Stacey	Interest Group Coordinator
Freda Longhurst	Membership Secretary
Harvey Butnick	Visits Co-ordinator
Pat McAlpine	Monthly Meetings Co-ordinator
Patricia Handley	New Member Mentor
Parminder Kalra	Committee Member
George Przbyla	Committee Member
Sue Cobb	Committee Member

### Independent Financial Examiner:

D. Kiltie 105, Lime Grove Ruislip, HA4 8RW

### Structure, governance and management

Governing Document:	Constitution
How the Charity is constituted:	Unincorporated Association
Trustees:	The Trustees are the Management Committee.

Additional governance issues: Hillingdon U3A is affiliated to the Third Age Trust (TAT), a national umbrella body, which promotes self-help learning for older people.

TAT is also a member of the International Association of Universities of the Third Age (IAUTA)

TAT negotiates insurance for all U3As covering both members and Trustees. TAT also offers advice on best practice for administration, finance, compliance with Data Protection and other practice and legal matters.

Both TAT and Hillingdon U3A offer training courses in group leadership for our members.

### Objectives and Activities:

#### Objectives:

1. To advance the education of middle aged and older people in the London Borough of Hillingdon and surrounding locality who are no longer in full time paid employment.
2. To provide facilities for recreational and leisure activities. This is achieved by encouraging members to become group leaders and hold activities in their homes or in community centres throughout the Borough. Currently there are about 90 different study groups. Opportunities also exist for members to take part in organised visits to places of interest, theatre visits, concerts and walks.

#### Main Activities:

There is a usually monthly general meeting open to all members. Information is given on forthcoming events, followed by a guest speaker.

There is also a quarterly emailed Newsletter, monthly Bulletin and a website.

TAT arranges Study Days and Summer Schools as well as Shared Learning Projects with research being jointly undertaken by U3A members, universities, museums and galleries etc. (open to members of all of the U3As)

The wide range of activities available to older people positively contributes to their well being.

#### Current situation

Our number of members, which reduced slightly during the restrictions of COVID pandemic was slowly increasing, and although some groups closed, new groups had started during the year.

This year, members enjoyed holding 'live' meetings but was still by some members still being reluctant to meet face-to-face and continued with meetings on Zoom. and also a number of individual groups were also able to meet via Zoom. The majority of the groups continued either on Zoom or as hybrid meetings using zoom where available WiFi enabled use in the meeting venues. The monthly open meetings finally resumed and we were able to have a fully 'live' AGM.

This year we have changed to a new membership system called SIMPLE which worked well and will eventually progress to fully integrate the management of groups and eventually financial procedures.

#### Funding:

Hillingdon U3A is mainly funded through its membership fee which is 'gift aided.'

The membership fee for the year is £24.00 per person with a concession available for those on benefits. This has been reduced due to the lack of activities available in the past year. A supplement of £12.00 per household is paid by those wishing to receive the Newsletter by post to cover the cost of postage and packaging.

Some groups may make a small charge for materials etc.

Visits, theatre and concert trips are all self-funding.

#### Achievements and Performance:

A slight reduction in membership renewal probably due to Covid but it did reach the 850's. Many groups managed to meet via Zoom or when conditions allowed they returned to the previous venues.

The website was continually updated making access easier and more informative on what was available to members and assistance to groups using Zoom.

#### Financial Review:

Although the annual membership fee is set to cover the anticipated cost for the forthcoming year based upon budget forecasts, including a slight increase in posted newsletters due to increase in postage..

We maintain a small surplus to cover unexpected expenditure.

**THE HILLINGDON U3A (Registered Charity No 01086758)**  
**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023 (subject to examination)**  
**RECEIPTS AND PAYMENTS ACCOUNT**

	April-March 2022-2023		April-March 2021-2022	
	£	£	£	£
<b>Receipts except Outside Visits etc.</b>				
<b>Subscriptions</b>		<b>35,642</b>		<b>10,736</b>
<b>Group &amp; General Receipts</b>				
Monthly meeting raffle	262		0	
Monthly meeeting refreshments	0		0	
Gift Aid	1,690		1,298	
Sundry receipts	0	<b>1,952</b>	0	<b>1,298</b>
<b>Bank interest</b>		<b>326</b>		<b>1</b>
<b>Total receipts except Outside Visits etc.</b>		<b>37,920</b>		<b>12,035</b>
<b>Less: Payments except Outside Visits etc.</b>				
<b>Hall Hire</b>				
Interest (Study) Groups	16,683	<b>16,683</b>	9,165	<b>9,165</b>
<b>Speakers</b>		<b>996</b>		<b>800</b>
<b>Administration &amp; Misc.</b>				
U3A Publicity	851		0	
Capitation Fees	2,920		2,520	
Newsletters costs	3,426		2,481	
Admin. costs	2,909		2,979	
Third Age Matters magazine	2,298		1,758	
Sundry Payments	0		54	
Equipment purchase/repair	0	<b>12,404</b>	0	<b>9,792</b>
<b>Total payments except Outside Visits etc</b>		<b>30,083</b>		<b>19,757</b>
<b>Surplus/deficit on Core Activities</b>		<b>7,837</b>		<b>-7,722</b>
<b>Outside visits etc.</b>	<b>Receipts</b>	<b>Payments</b>		
Day visits, London Walks etc	5,752	5,549	<b>203</b>	-94
Concert/Theatre Visits	7,604	7,013	<b>591</b>	81
Other activities	1,270	1,130	<b>140</b>	-27
Membership for 2023-2024	822	5,409	<b>-4,587</b>	5,099
<b>Surplus/deficit on Outside Visits etc.</b>	<b>15,448</b>	<b>19,101</b>	<b>-3,653</b>	<b>5,059</b>
<b>Excess/deficit of receipts over payments</b>			<b>4,184</b>	<b>-2,663</b>

**STATEMENT OF ASSETS AT 31 MARCH 2023**

<b>Balances at Bank</b>		
NatWest General Current Account	<b>26,249.00</b>	<b>18,738.00</b>
NatWest Visits Current Account	<b>9,125.00</b>	<b>12,778.00</b>
CCLA Deposit Account	<b>15,586.00</b>	<b>15,260.00</b>
<b>Total Balances at Bank</b>	<b>50,960.00</b>	<b>46,776.00</b>
<b>Represented by: U3A General and Social Funds</b>	<b>50,960.00</b>	<b>46,776.00</b>

Barbara Hall - Hon Treasurer

Richard Fremantle - asst. Treasurer

In my opinion, the above accounts give a true and fair view of the Hillingdon U3A affairs.

*David R S Kiltie*  
**David R S Kiltie ACA - Independent Examiner**

**10th May 2023**

**THE HILLINGDON U3A (Registered Charity No 01086758)**  
**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023 (subject to examination)**  
**RECEIPTS AND PAYMENTS ACCOUNT**

	April-March 2022-2023		April-March 2021-2022	
	£	£	£	£
<b>Receipts except Outside Visits etc.</b>				
<b>Subscriptions</b>		<b>35,642</b>		<b>10,736</b>
<b>Group &amp; General Receipts</b>				
Monthly meeting raffle	262		0	
Monthly meeeting refreshments	0		0	
Gift Aid	1,690		1,298	
Sundry receipts	0	<b>1,952</b>	0	<b>1,298</b>
<b>Bank interest</b>		<b>326</b>		<b>1</b>
<b>Total receipts except Outside Visits etc.</b>		<b>37,920</b>		<b>12,035</b>
<b>Less: Payments except Outside Visits etc.</b>				
<b>Hall Hire</b>				
Interest (Study) Groups	16,683	<b>16,683</b>	9,165	<b>9,165</b>
<b>Speakers</b>		<b>996</b>		<b>800</b>
<b>Administration &amp; Misc.</b>				
U3A Publicity	851		0	
Capitation Fees	2,920		2,520	
Newsletters costs	3,426		2,481	
Admin. costs	2,909		2,979	
Third Age Matters magazine	2,298		1,758	
Sundry Payments	0		54	
Equipment purchase/repair	0	<b>12,404</b>	0	<b>9,792</b>
<b>Total payments except Outside Visits etc</b>		<b>30,083</b>		<b>19,757</b>
<b>Surplus/deficit on Core Activities</b>		<b>7,837</b>		<b>-7,722</b>
<b>Outside visits etc.</b>	<b>Receipts</b>	<b>Payments</b>		
Day visits, London Walks etc	5,752	5,549	<b>203</b>	-94
Concert/Theatre Visits	7,604	7,013	<b>591</b>	81
Other activities	1,270	1,130	<b>140</b>	-27
Membership for 2023-2024	822	5,409	<b>-4,587</b>	5,099
<b>Surplus/deficit on Outside Visits etc.</b>	<b>15,448</b>	<b>19,101</b>	<b>-3,653</b>	<b>5,059</b>
<b>Excess/deficit of receipts over payments</b>			<b>4,184</b>	<b>-2,663</b>

**STATEMENT OF ASSETS AT 31 MARCH 2023**

<b>Balances at Bank</b>		
NatWest General Current Account	<b>26,249.00</b>	<b>18,738.00</b>
NatWest Visits Current Account	<b>9,125.00</b>	<b>12,778.00</b>
CCLA Deposit Account	<b>15,586.00</b>	<b>15,260.00</b>
<b>Total Balances at Bank</b>	<b>50,960.00</b>	<b>46,776.00</b>
<b>Represented by: U3A General and Social Funds</b>	<b>50,960.00</b>	<b>46,776.00</b>

Barbara Hall - Hon Treasurer

Richard Fremantle - asst. Treasurer

In my opinion, the above accounts give a true and fair view of the Hillingdon U3A affairs.

*David R S Kiltie*  
**David R S Kiltie ACA - Independent Examiner**

**10th May 2023**