

Trustees Annual Report for the period

From 1/4/2023 to 31/03/2024

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
Sue Cobb	New Member Mentor
Parminder Kalra	Committee Member
George Przbyla	Committee Member
Gaynor Morgan	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, nearly all members enjoyed holding 'live' meetings but there was still a few members still being reluctant to meet face-to-face and continued with meetings on Zoom. The majority of the groups continued with live or as hybrid meetings using zoom where available WiFi enabled use in the meeting venues. The monthly open meeting had resumed and we were able to have a fully 'live' AGM. Some speakers still preferred to appear on Zoom.

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

Funding:

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

The membership fee for the year is £28.00 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 £15.00 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:

The numbers of new members started to improve and more members also renewing their membership. Many groups still used zoom when conditions allowed although they had 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 postage of the newsletters.

We maintain a small surplus to cover unexpected expenditure.

THE HILLINGDON U3A (Registered Charity No 01086758)

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

RECEIPTS AND PAYMENTS ACCOUNT

	April-March 2023-2024		April-March 2022-2023	
	£	£	£	£
Receipts except Outside Visits etc.				
Subscriptions		28,957		35,642
Group & General Receipts				
Monthly meeting raffle	612		262	
Monthly meeeting refreshments	607		0	
Gift Aid	0		1,690	
Sundry receipts	0	1,219	0	1,952
Bank interest		711		326
Total receipts except Outside Visits etc.		<u>30,887</u>		<u>37,920</u>
Less: Payments except Outside Visits etc.				
Hall Hire				
Interest (Study) Groups	28,178	28,178	16,683	16,683
Speakers		1,092		996
Administration & Misc.				
U3A Publicity	381		851	
Capitation Fees	3,116		2,920	
Newsletters costs	3,241		3,426	
Admin. costs	2,013		2,909	
Third Age Matters magazine	2,621		2,298	
Sundry Payments	1,740		0	
Equipment purchase/repair	0	13,112	0	12,404
Total payments except Outside Visits etc		<u>42,382</u>		<u>30,083</u>
Surplus/deficit on Core Activities		-11,495		7,837
Outside visits etc.				
	Receipts	Payments		
Day visits, London Walks etc	11,605	11,169	436	203
Concert/Theatre Visits	9,995	8,390	1,605	591
Other activities	1,140	1,814	-674	140
Membership for 2023-2024			0	-4,587
Surplus/deficit on Outside Visits etc.	22,740	21,373	1,367	-3,653
Excess/deficit of receipts over payments		<u>-10,128</u>		<u>-2,663</u>

STATEMENT OF ASSETS AT 31 MARCH 2024

Balances at Bank		
NatWest General Current Account	9,969	26,249
NatWest Visits Current Account	10,493	9,125
CCLA Deposit Account	16,297	15,586
NatWest Membership Current Account	4,073	0
Total Balances at Bank	<u>40,832</u>	<u>50,960</u>
Represented by: U3A General and Social Funds	<u>40,832</u>	<u>50,960</u>

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

9TH MAY 2024

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