

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

**From 1/4/2024 to 31/03/2025**

### 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.

We have changed to a new membership system called SIMPLE which is working well and has 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 £32.00 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. We have removed the cost of postage as all documents are forwarded electronically..

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 has improved and there are more members also renewing their membership. A number of 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. Also more members were trained on the SIMPLE on line management system.

#### Financial Review:

Although the annual membership fee is set to cover the anticipated cost for the forthcoming year based upon budget forecasts, and made easier to anticipate as no longer have postage costs. We maintain a small surplus to cover unexpected expenditure.

THE HILLINGDON U3A (Registered Charity No 01086758)

DRAFT ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025 (subject to examination)

RECEIPTS AND PAYMENTS ACCOUNT

	April-March 2024-2025		April-March 2023-2024	
	£	£	£	£
Receipts except Outside Visits etc.				
Subscriptions 2024-25	24,583			
2025-26 Subscriptions	7,074	31,657		28,957
Group & General Receipts				
Monthly meeting raffle & refreshments	1,030		1,220	
Gift Aid (2023-24)	3,477		0	
Sundry receipts	391	4,898	0	1,220
Bank interest		764		683
<b>Total receipts on Core Activities</b>			<b>37,319</b>	<b>30,860</b>
Less: Payments on Core Activities				
Hall hire for Interest (Study) Groups	23,198		28,151	
Speakers	917		1,092	
Administration & Misc:-				
USA Publicity	100		301	
Capitation Fees	2,932		3,116	
Newsletters costs	2,715		3,242	
Admin. costs	1,919		2,341	
Third Age Matters magazine	2,914		2,621	
Sundry Payments			1,438	
Equipment purchase/repair	0	34,895	0	42,392
<b>Total payments on Core Activities</b>			<b>34,695</b>	<b>42,382</b>
<b>Surplus/deficit on Core Activities</b>			<b>2,624</b>	<b>-11,522</b>
<b>Ancillary Activities</b>				
Day visits, London Waiks etc	-1,213			436
Concert/Theatre Visits	-2,162			1,605
Other activities	1,214			-674
<b>Surplus/deficit on Ancillary Activities</b>			<b>-2,161</b>	<b>1,367</b>
<b>Excess/deficit of receipts over payments</b>			<b>463</b>	<b>-10,155</b>

STATEMENT OF ASSETS AT 31 MARCH 2025

Balances at Bank		
NatWest General Current Account	5,298	9,969
NatWest Visits Current Account	8,331	10,493
CCLA Deposit Account	12,033	16,269
NatWest Membership Current Account	15,605	4,073
<b>Total Balances at Bank</b>	<b>41,267</b>	<b>40,804</b>

Barbara Hall - Hon Treasurer

Richard Fremantle - Asst. Treasurer

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

David RS Kiltie

David Kiltie - Independent Examiner

10th May 2025

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