

CHRISTCHURCH UNIVERSITY OF THE THIRD AGE

England & Wales · Charity number 1091197

Details

Other names CHRISTCHURCH U3A, CHRSTCHURCH U3A

Status Registered

Legal form Other

Registered 2002-03-19

Register [View on the Charity Commission register](#)

Contact

Address Epicentre
Druitt Hall Approach
High street
Christchurch
Dorset
BH23:1AB

Phone 01202480027

Website www.christchurchu3a.org.uk

Activities

Objects: THE ADVANCEMENT OF EDUCATION AND IN PARTICULAR THE EDUCATION OF OLDER PEOPLE AND THOSE RETIRED FROM FULL TIME WORK, BY ALL MEANS INCLUDING ASSOCIATED ACTIVITIES CONDUCIVE TO LEARNING AND PERSONAL DEVELOPMENT IN CHRISTCHURCH AND SURROUNDING DISTRICT.

Activities: We offer a programme of educational and leisure activity for those no longer in full time work, comparable to local U3A's nationwide.

Classification

- **How:** Provides Human Resources
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Elderly/old People

Geography

- **Area of benefit:** CHRISTCHURCH AND SURROUNDING DISTRICT
- Bournemouth

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£137,472	£80,465	-	-
2024-07-31	£131,959	£120,375	-	-
2023-07-31	£47,658	£43,073	-	-
2022-07-31	£55,539	£49,903	-	-
2021-07-31	£22,880	£14,944	-	-
2020-07-31	£32,618	£33,491	-	-

Trustees

Name	Role	Appointed
Rosemary McCulloch	Chair	2025-02-25
EILEEN JOAN LANCASTER		
Elaine Trayler		2023-10-02
Ian Peterkin		2023-10-17
Jackie Sherman		2022-11-14
Paul Francis Heighes		2025-09-17
Paula Watton		2021-03-01
Sarah Catherine Smith		2022-11-10
Susan Auriel Fillery		2021-11-08

CHRISTCHURCH UNIVERSITY OF THE THIRD AGE

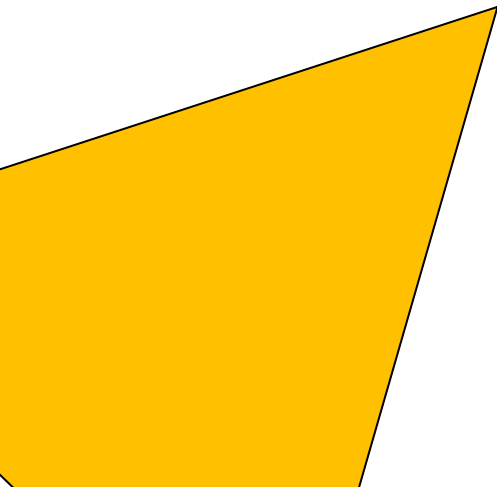
England & Wales - Charity number 1091197

Accounts



2024/25 Annual General Meeting

Monday 10th November 2025



CHRISTCHURCH u3a ANNUAL GENERAL MEETING (AGM)

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This information pack is available online at www.christchurchu3a.org.uk

CHRISTCHURCH u3a ANNUAL GENERAL MEETING (AGM)

MONDAY 10th NOVEMBER 2025

The meeting will start at 14.00

New Venue: The Runway

15 Airfield Way

Christchurch

BH23 3TG

What3words: saves.vast.meant

Venue has ample free parking

AGENDA

- 1 Apologies for absence
- 2 Minutes of the last AGM, 11th November 2024
- 3 Matters Arising
- 4 Chair's Report
- 5 Treasurer and Financial Report
- 6 Approval of any changes to the Constitution (if required)
- 7 Approval and Appointment of the Examiner of the Accounts
- 8 Election of Management Committee
- 9 Propositions Received
- 10 Any Other Business

The meeting will be followed by an exciting performance by the Christchurch u3a Ukulele Group.

The Agenda, Minutes of the last AGM, Chairs report, Treasurers Report, Statement of Accounts will be published on the website and will be sent by email towards the end of October. Members are welcome to come into the Epicentre, on Monday mornings (10.00 - 12.00) to view the documents from the beginning of November.

Charity No: 1091197

**CHRISTCHURCH u3a – TRUSTEES AND SUPPORT STAFF
(Trustees to be appointed at the AGM)**

Trustees (Committee)	
Rosemary McCulloch	Chair
Kathleen Smith	Treasurer
Sue Fillery	Secretary
Eileen Lancaster	Membership Secretary and Webmaster
Rosemary McCulloch	Magazine Editor
Paula Watton	Publicity Coordinator
Jackie Sherman	Group Coordinator
Ian Peterkin	Programme Coordinator
Sue Crosoer	Venues Coordinator and Vice Chair
Paul Heighes	Assistant Treasurer
Elaine Trayler	Epicentre Manager
Non-Trustee Support Staff	
Alison Hearn	Assistant Venues Coordinator
David Mobbs	Website Support
Gillian Walker	New Members Contact
Gill Kennedy	Assistant Office Manager
Sarah Howell-Davies	Examiner of the Accounts
Vacant Posts	

Christchurch u3a Annual General Meeting

Minutes of the Annual General Meeting held at Christchurch Baptist Church on Monday 11 November 2024

Present: A list of those members present is attached to a hard copy of these minutes.

John Bell thanked everyone for attending the meeting and confirmed the meeting was quorate.

1. **Apologies for Absence** were received from: Sue Crosoer, Vivian Goodwin, Gill Kennedy, Bernice Taylor, Elaine Traylor, Cheryl Veal, April Weal and John Weal
2. **Minutes of the previous Annual General Meeting held on 13 November 2023**

The Minutes were accepted and signed as a true record

Proposer: Lindsay Turner. Seconded: Helen Wilson.

3. **Matters Arising.** There were no matters arising.
4. **Chair's Report.**

John Bell said Christchurch u3a is committed to providing the best possible experience to members through the delivery of a diverse range of activities. The committee is extremely grateful to the many individuals who willingly invest their time and effort with the objective of bringing pleasure, friendship and learning to members.

The scope of activities is becoming more varied with greater emphasis on delivering a range of social activities. As an example, the Out of Hours Group is offering an innovative range of activities enabling daytime, evening and weekend social activities. Likewise, the Reading Group has expanded to five separate groups.

JB was pleased to report that Christchurch u3a is in a stable financial position. He is confident that while costs continue to rise, with careful fiscal management coupled with sustained membership levels the future is secure.

This year the decision was made to reduce the membership fee by £10 which will be absorbed, in part, by reserves. In addition, it was decided to continue with a 34-week programme.

The committee is individually, and collectively, committed to making Christchurch u3a a rewarding experience for all members. It's important to remember that they are volunteers who give up their time without any expectation of reward.

Finding volunteers to serve on the committee is a huge challenge. It took almost a year to find a new Venues Coordinator and next year there are several positions which will have completed the 3 years term of service. JB said he will extend his tenure to four years with the intention of stepping down at the 2025 AGM.

JB extended a warm welcome to Sue Crosoer and Phil Erwin both of whom have volunteered to join the committee. Sue has agreed to take on the Venues Coordinator Role and Phil has agreed to become Assistant Treasurer.

JB also extended his sincere thanks to Judy Hall who is stepping down as Venues Coordinator after almost 7 years of dedicated service. Judy has made a huge contribution to the success of Christchurch u3a, and her legacy will live on.

JB also thanked Martin Prince who stepped down from a publicity support role.

Finally, JB recognised the contribution made by Rosemary McCulloch for her innovative work on the new Active News on-line format.

On behalf of all members, JB thanked Group Leaders, and their deputies, who have worked tirelessly to deliver an exceptional programme. It is fully recognised that these individuals invest a considerable amount of time, effort that benefits us all.

New group leaders are always needed to enable further development of the range of activities as well as providing increased availability for existing ones.

It is equally important to recognise the vital contribution of all u3a volunteers who work in the background supporting the office function, catering, helping with repairs and other group activities.

Christchurch u3a has developed its policies based on Third Age Trust guidelines. Two years ago, the Trustees initiated a Governance Review which resulted in some changes. Last year the Constitution and several key governance policies were updated. This year internal policies and procedures have been reviewed and notification of the changes are included in the AGM Booklet.

On behalf of the Committee, JB wished everyone a very rewarding year.

JB asked if there were any questions:

Julia Baker asked if a way of recognising the contribution made by volunteers had been set up. JB replied he had written to all current and retiring Group Leaders to thank them for their help and commitment and in future it would be standard practise for the Chair to write to volunteers to acknowledge their contribution. Also, a barbeque was held in the summer to thank group leaders, their deputies and volunteers. In accordance with TAT guidelines, spouses of volunteers were not invited to the barbecue.

Mary Fyfe suggested that the committee members' roles and the length of service currently served by each member should be available on the website to enable members to know which and when roles will be up for renewal. In reply JB agreed the length of service of committee members' roles should be available on the website. JB said whilst the length of service for a committee role is 3 years it has been very difficult to find volunteers willing to take on a committee position. It has taken the best part of a year to find replacements for the Programme Coordinator and Venues Secretary roles. A succession plan for all committee positions has been discussed and it is hoped that each role should have a deputy. It was suggested that any member interested in a committee position should contact the relevant committee member to discuss working alongside them to become familiar with the role before the position becomes vacant. The positions that will have completed the 3 year length of service at next year's AGM are Chair, Secretary and New Members Contact. The job descriptions for all committee positions are available on the website.

Mary Fyfe also asked, what consideration had been given to adopting the Beacon website membership system used by most u3as. Mary said with the possibility of committee positions changing more frequently TAT would be able to provide support and help required where necessary for members working with a new system. JB replied the Beacon system had been considered but as it would not be a simple conversion from the current database it was decided to review the position next year.

5. Financial Report.

Kathleen Smith said the Treasurer's report is as published in the AGM booklet. A question was asked regarding the Charity Commission guidelines for financial reserves. Whilst it was acknowledged reserves have been significantly higher than recommended it was confirmed they are held in accordance with the Reserves Policy. Actions have been taken to reduce reserves held, in particular the membership subscription was reduced by £10 this year and the term length increased to 34 weeks. However, costs are constantly rising, specifically venue costs that have increased from £34k to £47k so it is important that reserves are managed carefully and regularly reviewed.

6. The Accounts

The Accounts, audited by Sarah Howell-Davis and Zeyla Alarcon (Choir Accounts Auditor) were approved and accepted.

Proposer: Eileen Lancaster. Seconded: Frances York

The Accounts and Financial Report were accepted unanimously.

JB thanked Sarah Howell-Davis for taking on the role of Auditor, the only person ever to volunteer at an AGM.

7. Election of Management Committee

The committee members were introduced:

John Bell	Chair
John Fairbairn	Vice-Chairman and New Members Contact
Sue Fillery	Business Secretary
Kathleen Smith	Treasurer
Eileen Lancaster	Membership Secretary
Ian Peterkin	Programme Co-ordinator
Jackie Sherman	Group Co-ordinator
Paula Watton	Publicity Organiser
Rosemary McCulloch	Publicity Assistant and Active News Editor

Also nominated:

Sue Crosoer	Venues Secretary
Philip Erwin	Assistant Treasurer
Elaine Trayler	Office Manager
Proposed: Jennet Lambert.	Seconded: Margaret Thomas

The election of the committee members was accepted.

8. **Propositions Received** None received.

9. Any Other Business

Rosemary McCulloch proposed a vote of thanks for John Bell. All agreed.

Julia Baker suggested for publicity and recruitment purposes the u3a flag should be positioned on the High Street on market days.

John Bell thanked everyone for attending and the Ukuele Group for providing the entertainment after the AGM.

CHAIR'S REPORT

November 2025

Christchurch u3a continues to be dedicated to providing the most enriching experience to our members through the delivery of a broad and diverse range of activities. Your committee are extremely grateful to the many individuals who willingly invest their time and effort with the objective of bringing pleasure, friendship and learning experiences to our community. As a committee we fully understand the impact of social isolation and we continuously strive to refresh our programme to cater for the needs of our members.

As we look forward, we can see that the range of group activities is becoming more varied with greater emphasis on delivering opportunities to enable our members to engage in a more diverse range of social activities. There are many new initiatives; however, as an example the Out of Hours Group is offering an innovative range of activities enabling daytime, evening, and weekend social activities. During the current year we signed up our 1000th member for the year. This is a significant milestone that reflects the perceived value of Christchurch u3a to our members.

Despite many pressures, I am pleased to report that Christchurch u3a is in a stable financial position. It's an unfortunate fact of life that our costs continue to rise; however, with careful fiscal management, coupled with sustained membership levels, we are confident that our future is secure and that we can look forward to many years of creative and successful operation. As reported last year we have begun the task of progressively reducing the level of our reserves until we reach a level more in line with the Third Age Trust guidance. This process will continue for several years and the results, and plans, will be published in the Reserves Strategy which is available on the website.

Our budget for FY 25/26 was set in Feb 2025 based on the predicted FY 24/25 performance plus an allowance for group changes, inflation and planned capital expenditure. I am pleased to report that our year end 24/25 actual performance closely aligns with our February forecast which is a real credit to all involved. We continue to look for opportunities to reduce our operating costs; however, our priority is on delivering value to our members. Ultimately, financial stability is dependent on achieving sustainable membership and this year, like previous years, we have achieved significant success in maintaining our membership numbers.

You will all be aware that Christchurch u3a is an organisation run by the members for the benefit of members. Over the next 12 months several Committee posts are due to be refreshed and it important that we establish an effective and deliverable succession plan. Through the past 18 months it has proved to be increasingly

challenging to identify members who are prepared to step up into committee roles. However, we are constantly on the lookout for new members to take up a committee or support role. It's important to realise that our future is only secure if we can establish a reliable flow of members to take up committee roles.

You have a committee who are individually, and collectively, dedicated to making Christchurch u3a both a success and a rewarding experience for all our members. It's important to remember that, like all our supporters, we are volunteers who give up our time without the expectation of reward to improve the quality of life for all our members. Our reward is derived from the certain knowledge that we are improving people's lives and enhancing both their, and our own, life experiences. They are all self-motivated and will always rise to the challenge regardless of the circumstances.

On behalf of us all I would like to extend a warm welcome to Gillian Walker (New Members Contact), Alison Hearn (Assistant Venues Coordinator), Paul Heighes (Assistant Treasurer), Gill Kennedy (Assistant Office Manager) and David Mobbs (Website Support) all of whom have volunteered to join the Management Group. I would also like to thank Sue Crosoer who has agreed to cover the role of Vice Chair in addition to her Venues Coordinator role. I would also like to extend my sincere thanks to John Fairbairn who is stepping down as New Members Contact and Vice Chair after many years of dedicated service. For myself, after four years in the role, I will be stepping down as Chair. During the past four years it has been an honour to work with such a dynamic and dedicated team and to support the membership; however, it is now time to refresh the role and hand over the reins to a new leader who will be appointed at the AGM.

I would like to take this opportunity to express my gratitude to all our Group Leaders, and their deputies, who have worked tirelessly to deliver an exceptional programme. Their enthusiastic support and unwavering commitment are the essence of Christchurch u3a and without this the value of the programme would be diminished. We fully recognise, and appreciate that these individuals invest a considerable amount of time and effort into running groups, that bring pleasure, friendship, health benefits and learning to our members, undoubtedly enhancing their life experiences. We are always seeking members who would be willing to start a new group in order to further develop the range of activities as well as provide increased availability for existing ones. As an example, we asked for volunteers to run Reading groups and as a consequence we were able to offer and fill 5 Reading groups in 24/25 compared to just 2 groups the year before. I would also like to acknowledge the vital contribution of all u3a volunteers who work in the background supporting our office function, catering, helping with repairs and other group activities.

Some of you will be aware that over the past two years we have undertaken a rolling programme of updating the Epicentre with the aim of improving the working environment and enabling it's use as a venue for smaller groups. I am grateful to Elaine Trayler, our Office Manager, who has been instrumental in managing the project. Please pop in the next time you are in town on a Monday morning to have a look.

On behalf of the committee, I would like to wish you all a very happy and fulfilling year as a member of Christchurch u3a.

John Bell

Chair Christchurch u3a

Christchurch u3a Treasurer's Report 2024–2025

Membership fees were kept at £45 to reduce our Reserves in line with u3a guidelines. Our Reserves are held with CCLA (Churches, Charities and Local Authorities) Investment Management Limited). These Reserves did not perform as well in 24/25 compared to previous years and only made a return of 3.5% as opposed to 7% in 23/24. We are going to review our investments and potentially diversify our portfolio as seen fit in the coming year.

Membership numbers have continued to rise and we have now reached over 1000 members. Nearly all fees are paid by BACS online or by card in the Epicentre. This reduces the workload for the membership volunteers due to local bank closures in Christchurch.

Venues comprise most of our outgoings. These costs have risen in the last year by 14%. This is partly due to the increased number of new groups and more venues being hired. However, nearly all of the venues increased their costs during the year. Whole day venue hiring and other options are now being considered to reduce the costs.

Our figures reflect the Committee's decision to reduce the Reserves gradually by a third. Gift Aid has slightly reduced in line with the reduced membership fee, although the increase in members has offset the reduction. The five accounts, u3a Singers, OutofHours, Social Events, Theatre and Travel balances are not part of the Reserves as they are only holding accounts for trips, events or activities.

I have also taken into account the recommendations I made by our auditor and these will be implemented during the 25/26 period.

Current FY subscriptions	£43,488.21
Gift Aid	£6,149.35
Sundries, Donations, Transfers	£376.27
Sub Total	<hr/> £50,013.83
Less Expenditures	-£60,062.92
Current a/c Loss year 24/25	<hr/> -£10,049.09
CCLA Interest 24/25	£1,832.91
	<hr/> -£8,216.18

Christchurch u3a is in a good position financially and I look forward to working with the u3a Committee and members in the forthcoming year.

Kathleen Smith

Treasurer Christchurch u3a

u3a Christchurch Accounts 01/08/2024 to 31/07/2025		
Agreed bank balances 31st July 2025	Closing Balance	
Nat West Current Account	18082.58	
Nat West Social and Fundraising Account	7381.33	
Nat West Christchurch u3a Singers	1654.88	
Nat West OutofHours	1524.83	
Nat West Social Events	2343.97	
Nat West Subscription Account for 24/25	0.00	
Nat West Theatre Account	7801.80	
Nat West Travel Account	500.00	
Total of bank balances	39289.39	
Summary C/A Receipts	YTD 24/25	YTD 23/24
A/c Transfers	0.00	3000.00
Gift Aid	6149.35	6798.73
Interest (CCLA Subscription Fund) <i>See below</i>		
Other	316.27	70.00
Refunds/Donations	50.00	721.20
Subscriptions (24/25)	43488.21	49714.20
Total	50003.83	60304.13
Summary C/A Outgoings	YTD 24/25	YTD 23/24
Advertising	626.92	829.77
Catering	0.00	43.26
Epicentre Maintenance	1824.14	4708.58
Epicentre Utilities	899.10	717.50
Group Leader expenses	809.51	527.72
Member Booklets	855.00	799.20
Print, Post & Stationery	477.37	1569.15
Refunds	0.00	45.00
Speakers	466.20	577.50
Sundries	0.00	0.00
u3a News	236.00	205.20
u3a Trust Subs	3752.00	3520.00
Venues	50116.68	43802.46
Total	60062.92	57345.34
CCLA accounts balances as at 31 Jul 2025	As at 31.07.25	Interest 24/25
Subscription account CO3043411	16791.64	804.61
Reserve Fund CO3043412	12496.03	-237.66
Social and Fundraising account CO3043414	2525.66	121.02
Reserve Share fund CO3043413	23894.25	1144.94
Total	55707.58	1832.91

u3a Christchurch Sub Accounts 01/08/2024-31/07/2025

Choir (New)	2024/2025	2023/2024	Subscriptions	2024/2025	2023/2024
	£	£		£	£
Opening Balance	1535.91	955.55	Opening Balance	0	450.00
Receipts	8083.10	2285.40	Receipts	43488.21	49714.20
Payments	-7964.13	-1705.04	Payments	-43488.21	-50164.20
Closing Balance	1654.88	1535.91	Sub total 24/25	0.00	0.00
			Receipts 25/26	26334.10	
OutofHours	2024/2025	2022/23	Payments 25/26	-49.00	
	£	£	Closing Balance	26285.10	
Opening Balance	89.43	0.00			
Receipts	7174.08	1780.10	Theatre	2024/2025	2023/2024
Payments	-5738.68	-1690.67		£	£
Closing Balance	1524.83	89.43	Opening Balance	2214	1010.00
			Receipts	20903.00	22160.00
Social & Fundraisin	2024/2025	2023/2024	Payments	-15315.20	-20956.00
	£	£	Closing Balance	7801.80	2214.00
Opening Balance	7560.02	4987.81			
Receipts	430.94	3289.29	Travel	2024/2025	2023/2024
Payments	-609.63	-717.08		£	£
Closing Balance	7381.33	7560.02	Opening Balance	487.77	1033.01
			Receipts	5398.17	12560.59
Social Events	2024/2025	2023/2024	Payments	-5385.94	-13105.83
	£	£	Closing Balance	500.00	487.77
Opening Balance	4148.6	3056.60			
Receipts	43646.78	25947.45			
Payments	-45451.41	-24855.45			
Closing Balance	2343.97	4148.60			

USA Singers

Income and Expenditure Account

For the year ended 31 July 2025

	£	£
Income		
Fees	5,863.00	
Concerts	1,915.00	
Music	224.10	
	<hr/>	8,002.10
Expenditure		
Musical director	4,880.00	
Accompanist	670.00	
Sheet music	1,697.34	
Concerts	601.79	
Printing & copying	79.00	
	<hr/>	7,928.13
		<hr/>
Surplus		73.97
		<hr/>
Bank Balance		
Balance b/f 1 August 2024		1,535.91
Surplus for the year		73.97
		<hr/>
Balance c/f at 31 July 2025		1,609.88
		<hr/>

Accounts agreed 28/8/25
Z. Hancock

Independent examiner's report to the trustees of Christchurch u3a (Charity No 1091197)

I report to the trustees on my examination of the accounts of Christchurch u3a for the year ended 31 July 2025.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

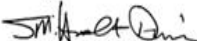
I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than those listed below *) in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with those records.

Other than the concerns below I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: SARAH M. HOWELL-DAVIES

Date: 1st October 2025

* Out of Hours, Theatre and Travel groups were all found to have discrepancies between income and expenditure, often related to cash transactions, and/or free places. Full details of my examination have been sent to all Trustees with a recommendation that the Finance Policy and Group Leaders' Procedures are clearly understood (and if necessary updated) to avoid these concerns in the future. (Reference – Christchurch u3a Constitution section 5d, Finance Policy section 4, Group Leaders' Procedures section 22)

Christchurch u3a Committee Nomination Form 2025/26

The Committee is responsible for the organisation and running of Christchurch u3a, so it is important that we have a strong committee. Committee members are elected for a period of one year at the Annual General Meeting. Committee members are the Trustees of the Christchurch u3a charity & will be required to be registered with the Charity Commission. Each committee member is asked to take responsibility for one aspect of u3a's work. Committee meetings are held approximately every eight weeks, amounting to about six per year.

Please use the form below to nominate any member you know who is willing to serve on the Committee. Alternatively, if you would like to join the Committee, please ask other members to propose and second your nomination.

Nomination forms should be sent to the **Secretary** by **Monday 3 November 2025**. Extra nomination forms are available in the Epicentre.

..... ✂

We nominate

Membership Number

to serve on the **2025/26** Christchurch u3a Committee.

Home tel no.

E-mail address.

Signed by nominee

Proposed by **Membership no**

Seconded by **Membership no**

Please return this completed form by 3 November 2025 to the Secretary, at The Epicentre, 27A High Street, Christchurch. BH23 1AB.

CHRISTCHURCH UNIVERSITY OF THE THIRD AGE

England & Wales - Charity number 1091197

Accounts

CHRISTCHURCH u3a ANNUAL GENERAL MEETING (AGM)

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No spare copies of this booklet will be available at the meeting, so please bring your own copied sent to you

CHRISTCHURCH u3a ANNUAL GENERAL MEETING (AGM)

MONDAY 11TH NOVEMBER 2023

The meeting will start at 2 PM

Christchurch Baptist Church

1 Beaconsfield Road

Christchurch

BH23 1QT

Charity No: 1091197

AGENDA

- 1 Apologies for absence
- 2 Minutes of the last AGM, 13th November 2023
- 3 Matters Arising
- 4 Chair's Report
- 5 Treasurer and Financial Report
- 6 Approval and Appointment of the Examiner of the Accounts
- 7 Election of Management Committee
- 8 Propositions Received
- 9 Any Other Business

The meeting will be followed by a performance by the u3a Ukulele Group.

Free tea, coffee and biscuits will be available at the conclusion of the event.

CHRISTCHURCH u3a - COMMITTEE MEMBERS

Trustees	
John Bell	Chair
Kathleen Smith	Treasurer
Sue Fillery	Secretary
Eileen Lancaster	Membership Secretary and Webmaster
John Fairbairn	New Members Contact and Vice Chair
Paula Watton	Publicity Coordinator
Jackie Sherman	Group Coordinator
Ian Peterkin	Programme Coordinator
Elaine Trayler	Epicentre Manager
Non-Trustees	
Rosemary McCulloch	Magazine Editor
Sue Crosoer	Venues Coordinator
Phil Erwin	Assistant Treasurer
Sara Howell-Davis	Examiner of the Accounts
Vacant Posts	
	* *

** New committee members are always welcome

Christchurch u3a Annual General Meeting

Minutes of the Annual General Meeting held at Christchurch Baptist Church on Monday 13 November 2023

Present: A list of those members present is attached to a hard copy of these minutes. John Bell thanked everyone for attending the meeting and confirmed the meeting was quorate.

1. **Apologies for Absence** were received from: Lin Booth, Marion Curry, Vivian Goodwin, Laila Lacey, Paula Pakemon, Zina Roworth
2. **Minutes of the previous Annual General Meeting held on 14 November 2022.**
The Minutes were accepted and signed as a true record

Proposer: Jennet Lambert. Seconded: Margaret Thomas.
3. **Matters Arising.** There were no matters arising.
4. **Chair's Report.** John Bell said Christchurch u3a is committed to providing the best possible experience for members through the delivery of a diverse range of activities. In these difficult post Covid times the impact of social isolation is understood so the programme has been extended to include activities in the evenings and at weekends. The term length has also been extended by two weeks to provide more value and opportunity for members.

JB was pleased to report that despite the many challenges of the past few years Christchurch u3a is now in a stable financial position. He is confident the future of Christchurch u3a is secure with many years of successful operation in the future.

Since the last AGM there have been several changes to the committee. Mary Fyfe stood down as Assistant Programme Co-ordinator, Sarah Howell-Davis stood down as Project Manager Web Migration, Janice Miller stood down as Vintage Brass Representative. Also after several years of dedicated service Helen Heatley has vacated the Programme Coordinator role, John Childs has decided to hand over the mantle of Auditor, Ron Watson has stepped down from the Active New Editor role and Chris Powell has relinquished the Webmaster role. JB thanked all departing members for their outstanding contribution to Christchurch u3a.

JB said it was important to remember that Life President, Norman Richards, passed away this year shortly after reaching the age of 100. Best wishes are extended to his family.

JB welcomed new Committee members,:
Jackie Sherman, Group Coordinator
Rosemary McCulloch, Publicity team taking on responsibility for Active News
Ian Peterkin, Programme Coordinator
Martin Prince, Publicity team

JB thanked all Group Leader and deputies, past and present, for their tireless work to deliver an exceptional programme. It is recognised that a considerable amount of time and effort is invested in running Groups that bring pleasure, friendship, health benefits and learning to members.

JB recognised the vital contribution of the many volunteers who work in the background supporting the office function, catering, helping with repairs and other group activities.

In addition to the volunteers JB thanked all members, past and present, for joining and committing to u3a.

JB said it would be remiss not to mention the difficult decision to remove the free membership benefit for Group Leaders and Committee members. The decision was made to bring Christchurch u3a into line with the overall ethos of u3a, which is recognition should not be linked to financial benefit, and to ensure that all members contribute to the financial success of the organisation. Over the next few months it is planned to evaluate how the contribution made by all volunteers is recognised. Identifying a suitable recognition process is a challenging topic for all organisations.

Finally, the main challenges are to continue to develop the range and scope of the Programme and to implement a strategy for managing the financial reserves.

Members willing to start a new Group to further develop the range of activities and invigorate the Programme are constantly being sort.

On behalf of the Committee JB wished everyone a very happy and fulfilling year.

5. **Approval of updated Constitution.** The Christchurch u3a Constitution, which was last reviewed on 12 January 2015, has been updated to bring it in line with the governing authority Third Age Trust's (TAT) recommended constitution. The TAT draft constitution template is used as the basis for the updated Christchurch Constitution which is on the Christchurch u3a website pending approval and adoption by members at the AGM. An amendment was proposed to the updated Constitution to change clause 12.2.b from "one fifth of the total membership" to "5% of the total membership".

Proposer: Mary Fyfe. Seconded: Ernie Ball

The updated Christchurch u3a Constitution was approved and adopted unanimously.

6. **Financial Report.** Kathleen Smith reported the financial year had ended with the accounts being in a better position than predicted. Membership numbers, having recovered from the covid years, are at 900.

KS's first task as the new Treasurer was to bring the accounts into the 21st century. All accounts are now online. Sub-accounts have been opened for the Travel, Theatre and Social Events Groups. Members are encouraged to make payments by BACs to reduce the workload of Group Leaders.

A card reader is available at the Epicentre office for membership payments.

In the forthcoming year KS will analyse the finances to produce a more meaningful monitoring and reporting process especially with regard to venues and costs.

KS said the CCLA reserves are showing interest rates down.

In accordance with national u3a guidelines and in line with the majority of UK u3as, Group Leaders and Committee members subscription fees were introduced for the year 23/24.

When reviewing the end of year Accounts it is important to understand that all financial transactions during the financial year are represented. To get a clearer understanding of the year's financial performance the cash flow for the current year, 22/23, includes subscriptions for 21/22 pulled through from the previous accounting period.

6. **The Accounts**

The Accounts, audited by John Childs, were approved and accepted.

Proposer: Pat Parker. Seconded: Margaret Thomas
The Accounts and Financial Report were accepted unanimously.

JB thanked John Childs for his years of dedicated service as Examiner of the Accounts and asked for a volunteer to take on the role.

7. **Election of Management Committee**

The committee members were introduced:

John Bell	Chair.
John Fairbairn	Vice-Chairman and New Members Contact
Sue Fillery	Business Secretary
Kathleen Smith	Treasurer
Eileen Lancaster	Membership Secretary
Ian Peterkin	Programme Co-ordinator
Jackie Sherman	Group Co-ordinator
Paula Watton	Publicity Organiser
Elaine Trayler	Office Manager

Also introduced:

Judy Hall, Venues Secretary
Rosemary McCulloch, Publicity Assistant
Martin Prince, Publicity team

Proposed: Pat Parker. Seconded: Margaret Thomas
The election of the committee members was accepted.

8. **Propositions Received** None received.

9. **Any Other Business**

The Rotary Club thanked John Bell for his interesting talk at their recent meeting. John Bell thanked everyone for attending and the Ukuele Group for providing the entertainment after the AGM.

CHAIR'S REPORT

Christchurch u3a continues to be committed to providing the best possible experience to our members through the delivery of a wide and diverse range of activities. Your committee are extremely grateful to the many individuals who willingly invest their time and effort with the objective of bringing pleasure, friendship and learning experiences to our community. As a committee we fully understand the impact of social isolation and we continuously strive to refresh our programme to meet the needs of our members.

As we look forward, we can see that the range of group activities is becoming more varied with greater emphasis on delivering opportunities to enable our members to engage in a more diverse range of social activities. There are many new initiatives; an example being the Out of Hours Group is offering an innovative range of activities enabling daytime, evening, and weekend social activities.

Despite many pressures, I am pleased to report that Christchurch u3a is in a stable financial position. It's an unfortunate fact of life that our costs continue to rise; however, with careful fiscal management, coupled with sustained membership levels, we are confident that our future is secure and that we can look forward to many years of creative and successful operation.

Our budget for FY 24/25 was set in Feb 2024 based on the predicted FY 23/24 performance plus an allowance for inflation and planned capital expenditure. We continue to look for opportunities to reduce our operating costs; however, our priority is on delivering value to our members. Ultimately, financial stability is dependent on achieving sustainable membership and this year, like previous years, we have achieved significant success in maintaining our membership numbers.

From the accounts you will be aware that we have built up substantial reserves which are a testament to effective financial management. We acknowledge that these reserves are higher than that required to meet the Third Age Trust (TAT) statutory requirements. It's important to emphasise that these reserves now provide us with the long-term financial security to enable us to explore future options for the development of Christchurch u3a. Our strategy for managing the reserves is contained within the Reserves Policy which can be found on the website.

Looking to the current financial year (24/25) we made the decision to reduce the membership fee by £10 which will be absorbed, in part, by our reserves. In addition, we made the decision to continue with the delivery of a 34-week programme with the aim of delivering more value and opportunity to our members. In February 2025 we will undertake a comprehensive review to set the budget (activities, term length and membership costs) for financial year 25/26. The outcomes of this review will be driven by the prevailing cost drivers and the level of membership.

You will all be aware that Christchurch u3a is an organisation run by the members for the benefit of members. Over the next 12 months several Committee posts are due to be refreshed and it important that we establish an effective and deliverable succession plan. Over the past 18 months it has proved to be increasingly challenging to identify members who are prepared to step up into committee roles. However, we are constantly on the lookout for new members to take up a committee or support role. It's important to realise that our future is only secure if we can establish a reliable flow of members to take up committee roles.

You have a committee who are individually, and collectively, dedicated to making Christchurch u3a both a success and a rewarding experience for all our members. It's important to remember that, like all our supporters, we are volunteers who give up our time without the expectation of reward to improve the quality of life for all our members. Our reward is derived from the certain knowledge that we are improving people's lives and enhancing both their, and our own, life experiences. They are all self-motivated and will always rise to the challenge regardless of the circumstances.

On behalf of us all I would like to extend a warm welcome to Sue Crosoer and Phil Erwin both of whom have volunteered to join your committee. Sue has agreed to take on the Venues Coordinator Role and Phil has agreed to become Assistant Treasurer. Also, I would like to extend my sincere thanks to Judy Hall who is stepping down as Venues Coordinator after almost 7 years in the role. Judy has made a huge contribution to the success of Christchurch u3a, and her legacy will live on. Finally, I would like to thank Martin Prince who stepped down from a publicity support role.

I would also like to take this opportunity to extend my thanks to all our Group Leaders, and their deputies, who have worked tirelessly to deliver an exceptional programme. Their enthusiastic support and dedicated commitment are the lifeblood of Christchurch u3a and

without their support the value of the programme would be diminished. We fully recognise, and acknowledge, that these individuals invest a considerable amount of time and effort into running groups that bring pleasure, friendship, health benefits and learning to our members and without doubt into improving their life experiences. We are always on the lookout for members who would be willing to start a new group in order that we can further develop the range of activities as well as provide increased availability for existing ones. A good example of this is the Reading Group which has migrated from one to four, well attended groups, meeting in the Library, at a pub and at a home. This was achieved because three extra members volunteering to set up new groups. As a result, we have another 30 people attending Reading Groups. I would also like to recognise the vital contribution of all u3a volunteers who work in the background supporting our office function, catering, helping with repairs and other group activities.

Since its inception Christchurch u3a has developed its internal procedures and processes based on the policy directives defined by the Third Age Trust (TAT). Some two years ago the Trustees initiated an internal review of our Governance requirements which resulted in some changes. Last year we updated our Constitution and several key governance policies. This year we have turned our attention to the policies that drive our internal processes and procedure. We have now completed this process and the relevant communications extracts are attached to this report. Finally, I would like to recognise the contribution made by Rosemary McCulloch for her innovative work on the new Active News on-line format. This has significantly improved our communication to our members.

On behalf of the committee, I would like to wish you all a very happy and fulfilling year as a member of Christchurch u3a.

John Bell

Chair Christchurch u3a

Christchurch u3a Policy Update

Since its inception Christchurch u3a has developed its internal procedures and processes based on the policy directives held on the Third Age Trust (TAT) website. The TAT is our governing body and we have always strived to keep track of policy changes. Some two years ago the Trustees initiated an internal review of our Governance requirements which has resulted in

some changes. Based on this process we have updated our Constitution to bring it in line with the TAT recommended standard and we have implemented new policies for Financial Control and Reserves Strategy.

This year we have turned our attention to the policies that drive our internal processes and procedure. Having reviewed the current TAT guidance it has become clear that it is now best practice for us to create our own set of Christchurch u3a policies. The purpose of this email is to advise all members that we have now completed this process and the resulting policies are on the website under the “All Members” area. It’s important to stress that, with one exception (detailed below), these new policies merely legitimise what we already do; however, having gone through the process we have also identified a few issues that need to be addressed from a compliancy perspective.

The policies are located on the Christchurch u3a website. They can be accessed by following this path: 1 - open the Christchurch u3a website at [Christchurch u3a.org.uk](http://Christchurchu3a.org.uk); 2- select “Membership”; 3- select “Members Page” (you will need your u3a number for this step; 4 - select “All Members”; Select “Christchurch u3a Policies”; from here you can view the policies.

As a result of the review the following policies have been implemented:

- Accessibility Policy
- Equality, Diversity and Inclusion Policy
- Date Protection Policy
- Organisational Risk Management Policy
- Health and Safety Policy
- Members Code of Conduct
- Safeguarding Policy – This is a new policy and will be the subject of a separate email.

Over the next few weeks, we will be initiating some actions to ensure that the Christchurch u3a Committee, our Groups and our members are aware of the impact of this set of policies. We are aware that some members do not have access to email or the website so in this case we will communicate with them by mail. A file containing a copy of all policies will be available in the Epicentre.

In the meantime, we would encourage all members to have a look at the policies and make yourself aware of any that are directly related to your ability to make full use of your Christchurch u3a membership.

John Bell

Chair Christchurch u3a

CHRISTCHURCH u3a SAFEGUARDING GUIDANCE

Introduction

As part of our on-going Governance Policy Review, we have established that Christchurch u3a needs to implement a Safeguarding Policy in order to meet

the Third Age Trust (TAT) requirements. Unlike many of the other recently updated policies Safeguarding is a new policy and the purpose of this email is to brief members on why it is required.

Within Christchurch u3a we are a mutually supporting organisation where members are committed to working together to deliver shared benefit to the community. Generally, this mutual support is sufficient to ensure that our members can safely participate in u3a activities and that members are not at risk. However, if any safeguarding issues arise Christchurch u3a needs to be able to respond. More importantly, because our members live in the wider community, we need to ensure that we are sufficiently vigilant to identify any safeguarding issues that impact on them.

In essence “Safeguarding” is about all of us, regardless of our role, looking after each other and, if required, alerting the Christchurch u3a Committee of any concerns. Fundamentally, we all have a responsibility for looking after each other’s wellbeing.

Scope

“Safeguarding” refers to measures designed to protect the health, wellbeing and human rights of our members. The TAT guidelines direct that safeguarding is everyone’s responsibility, and members are encouraged to report any safeguarding concerns to the safeguarding point of contact. For the purpose of this policy the Safeguarding Point of Contact will be the Group Coordinator or if not available the Chair. If neither of these are available then please contact any member of the Committee.

Definitions

The two key legal definitions are:

Adult at risk

Any person aged 18+ who has need for care and support, is experiencing, or is at risk of abuse or neglect, and because of those needs is unable to protect themselves against the abuse or neglect, or risk of it.

Abuse

is the “violation of a person’s human and civil rights by any other person(s). It may be a single or repeated act(s), physical, verbal, psychological, sexual, institutional, discriminatory, or financial, an act of neglect or failure to act”.

Examples of safeguarding issues

There are many signs and indicators that may suggest abuse or neglect including:

- Unexplained bruises or injuries – or lack of medical attention for an injury
- Non-attendance at interest groups without reason and no response to reminders from group leaders or other members.
- Significant loss or gain of weight and/or an unkempt appearance.
- A change in the behaviour or confidence of a member, where they become quiet and withdrawn, or lash out in anger.
- A member showing fear of a particular group or individual.
- A member who sends unwanted sexually explicit text messages to a vulnerable member
- Threats of physical harm and bullying, or intentional striking of another member.
- A member who appears to be the subject of a scam, financial abuse or romance fraud.

u3a Committee Responsibilities

All trustees are collectively responsible to take reasonable steps to protect anyone who meets u3a from harm. If a safeguarding issue is identified the Chair will form a team to review the issue. The actual response will depend on the circumstances; however, generally Trustees must report safeguarding concerns promptly to the relevant external safeguarding authorities, such as the Police and Social Services. Trustees should support those involved in safeguarding incidents but should not lead safeguarding investigations. At all times the Trustees will operate with absolute confidentiality with the objective of honouring and protecting the rights of individuals. The required processes are defined in the Safeguarding Policy.

u3a Members Responsibilities

u3a members need to be aware that safeguarding, in its broadest sense, is about looking out for signs of abuse or neglect and if they have any concerns about an individual to confidentially alert the Safeguarding Point of Contact. Members are in the best position to identify any safeguarding issues; however, they should not attempt to address the problem because there is a rigorous process that needs to be followed by the Trustees.

The policy is in place to provide the vehicle for progressing Safeguarding issues; however, members just need to continue to stay alert to the needs and vulnerabilities of each other.



Christchurch u3a - MEMBER CODE OF CONDUCT

Purpose

The Member Code of Conduct clarifies the standard of behaviour expected from each u3a member.

Scope

Relevant to all u3a members.

Member Code of Conduct

- Members are expected to know, follow and promote the principles of the u3a Movement at every opportunity.
- Members must always act in the best interests of Christchurch u3a and the u3a Movement, strive to uphold its reputation and never do anything which could bring their own, another u3a or the u3a Movement into disrepute or expose it to undue risk.
- Members are expected to use Christchurch u3a's resources responsibly and only to further its stated charitable objects/purposes.
- Members are expected to reflect the current organisational policy of Christchurch u3a, regardless of whether it conflicts with their personal views.
- Members are expected to abide by Christchurch u3a's policies, procedures and practices.
- Members are expected to always treat each other with dignity and respect.

u3a	Member Code of Conduct	
Version	Description of changes	Date
1.A	Draft derived from TAT Template	1 September 2024

AGM 23-24 Treasurer's Report

Following on from a successful 22/23 financial year, some changes have been introduced. The Epicentre now has a Card reader for joining members which is working very well. We are encouraging our members to pay by BACS or similar online payments as this reduces the workload considerably for all concerned.

There are now eight accounts which track all transactions more easily for some specific groups or accounts. They are all under the Christchurch u3a umbrella and any outgoings are dealt with by the bank signatories.

Current	Payments and income
Social and Fundraising	Donations, surplus from any group
OutofHours group	Accounting, quiz, raffles, outings
Social Events group	Accounting Holidays, outings
Subscriptions	Membership subscriptions
Theatre group	Accounting Theatre trips
Travel group	Accounting Day coach trips/visits
U3a Choir	Accounting Music costs, concerts

The membership fee for Group Leaders was introduced in accordance with National u3a guidelines and this increased our revenue substantially although there was also an increase in new members and rejoining members also.

All of the CCLA reserves performed well and increased by 7.25% to £53874.67. Our independent examiner has raised some minor observations during the audit. These will be implemented.

It was noted at the beginning of the year that as our reserves are very healthy, it was agreed to reduce the Membership Subscription from £55 to £45. This decision is supported by the budgeting model.

Venue costs rose dramatically by 31% due to energy costs. I do not expect to see any reductions in hire costs from any of the venues in the foreseeable future.

Current FY subscriptions	£49,714.20	We are in a good position financially and I look forward to working with everyone at Christchurch u3a to make this happen for the forthcoming year.
Gift Aid	£6,798.73	
Sundries, Donations, Transfers	£3,791.20	
SubTotal	£60,304.13	
Less Expenditure	(£57,345.34)	
Current a/c Surplus year 23/24	£2,958.79	Kathleen Smith, Treasurer u3a

u3a Christchurch Sub Accounts 01/08/2023- 31/07/2024

Choir (New)	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	955.55	
Receipts	2285.40	
Payments	-1705.04	
Closing Balance	<u>1535.91</u>	<u>955.55</u>

OutofHours (new)	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	0.00	
Receipts	1780.10	
Payments	-1690.67	
Closing Balance	<u>89.43</u>	

Showtime	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	131.58	0.00
Receipts		459.50
Payments		-327.92
Closing Balance-Group closed	<u>131.58</u>	<u>131.58</u>

Social & Fundraising	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	4987.81	5379.25
Receipts	3289.29	
Payments	-717.08	
Receipts (Theatre/Soc Grp)		5155.85
Payments (Theatre/Soc Grp)		-51947.29
Closing Balance	<u>7560.02</u>	<u>4987.81</u>

Social Events (New)	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	3056.60	0.00
Receipts	25947.45	18220.60
Payments	-24855.45	-15164.00
Closing Balance	<u>4148.60</u>	<u>3056.60</u>

Subscriptions	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	450.00	112.50
Receipts	49714.20	12756.11
Payments	-50164.20	-12418.61
Sub total 23/24	<u>0.00</u>	
Receipts 24/25	26402.44	
Payments 24/25	<u>0.00</u>	
Closing Balance	<u>26402.44</u>	<u>450.00</u>

Theatre	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	1010.00	0.00
Receipts	22160.00	6267.50
Payments	-20956.00	-5257.50
Closing Balance	<u>2214.00</u>	<u>1010.00</u>

Travel	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	1033.01	1829.53
Receipts	12560.59	1365.49
Payments	-13105.83	-2162.01
Closing Balance	<u>487.77</u>	<u>1033.01</u>

Vintage Brass	2023/24	2022/23
01/08/23 - 31/07/24	£	£
Opening Balance	5216.30	7410.80
Receipts		4679.17
Payments		-6873.67
Account separated from u3a		<u>5216.30</u>

DRAFT u3a Choir Accounts 1/8/23 - 31/7/24

Income		£	
	Christmas Concert Tickets	740.00	
	Music - Christmas	145.40	
	Accompanist - Christmas	320.00	
	Spring Concert Tickets	1080.00	
	TOTAL	<u>2285.40</u>	
Expenses		£	
Christmas	Concert Refreshments	82.50	✓
	Accompanist	280.00	✓
	Programmes	15.00	✓
	Printing & Copying	26.50	✓
	Music	150.67	✓
	Gifts	18.00	✓
	Sundries	55.00	✓
		<u>627.67</u>	
Spring	Concert Refreshments	145.34	✓
	Accompanist	466.00	✓
	Programmes	56.25	✓
	Printing & Copying	147.30	✓
	Posters	38.00	✓
	Ticket Print	20.00	✓
	Music	4.50	✓
	Gifts	117.48	✓
	Sundries	82.50	✓
		<u>1077.37</u>	
	TOTAL	<u>1705.04</u>	
	Surplus	580.36	✓
	Plus balance c/f	955.55	✓
	GRAND TOTAL	<u>1535.91</u>	✓

Accounts agreed
ZK Alanin

04/09/2024

Sarah Howell-Davies

**Independent examiner's report to the trustees of
Christchurch u3a**

(Charity No 1091197)

I report to the trustees on my examination of the accounts of Christchurch u3a for the year ended July 2024.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

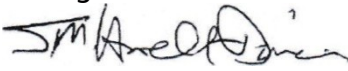
I report in respect of my examination of the accounts carried out under section 145 of the 2011 Ac and in carrying out my examination I have followed all the applicable Directions given by the Charit Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: M. HOWELL-DAVIES

Date: 21st September 2024

Christchurch u3a Committee Nomination Form 2024/25

The Committee is responsible for the organisation and running of Christchurch u3a, so it is important that we have a strong committee. Committee members are elected for a period of one year at the Annual General Meeting. Committee members are the Trustees of the Christchurch

u3a charity & will be required to be registered with the Charity Commission. Each committee member is asked to take responsibility for one aspect of u3a's work. Committee meetings are held approximately every eight weeks, amounting to about six per year.

Please use the form below to nominate any member you know who is willing to serve on the Committee. Alternatively, if you would like to join the Committee, please ask other members to propose and second your nomination.

Nomination forms should be sent to the **Secretary** by **Thursday 7 November 2024**. Extra nomination forms are available in the Epicentre.

.....
..... ✂

We nominate

Membership Number
to serve on the **2024/25** Christchurch u3a Committee.

Home tel no.

E-mail address.

..

Signed by nominee

Proposed by **Membership no**

Seconded by **Membership no**

Please return this completed form by 7 November 2024 to the Secretary, at The Epicentre, Druitt Hall Approach, 27A High Street, Christchurch. BH23 1AB.

u3a Christchurch Accounts 01/08/2022- 31/07/2023

Agreed bank balances 31st July 2023	Closing Balance
Nat West Current Account	25182.88
Nat West Social and Fundraising Account	4987.81
Nat West Social Events	3056.60
Nat West Subscription Account for 23/24	31034.58
Nat West Theatre Account	1010.00
Nat West Travel Account	1033.01
Total of bank balances	66304.88

Summary C/A Receipts	YTD 22/23	21/22
Subscriptions		30852.36
Subscriptions (22/23)	21255.06	19228.59
Gift Aid	6005.02	5326.40
Refunds/Donations	321.00	
A/c Tranfers	2103.00	
Interest (CCLA Subscription Fund)	(see below)	37.70
Other	2070.98	131.60
Total	31755.06	55576.65

Summary C/A Outgoings	YTD 22/23	21/22
Venues	33270.90	36612.56
Print, Post & Stationery	1476.03	1672.38
Maintenance & Equipment	688.56	0.00
Refunds	578.10	133.00
Group Leader expenses	652.62	0.00
Epicentre Costs		250.62
Epicentre Costs	1300.02	1063.93
Advertising	450.06	538.25
Speakers	120.00	595.00
Active News		698.50
AGM Booklets		379.00
u3a News	248.74	0.00
u3a Trust Subs	3484.00	5298.00
Member Booklets	804.00	1455.00
Sundries	2800.24	1207.08
Total	45873.27	49903.32

CCLA accounts balances as at 31 Jul 2023

Subscription account 01C
Reserve Fund 02C
Social and Fundraising account 03C
Reserve Share fund
Total

As at June 2023	Interest 22/23	As at June 2022
15142.01	391.93	14750.08
21546.86	557.72	20989.14
2277.55	58.97	2218.58
11275.55	161.67	11113.88
50241.97	1170.29	49071.68

Independent examiner's report to the trustees of Christchurch u3a (Charity No 1091197)

I report to the trustees on my examination of the accounts of Christchurch u3a for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: SARAH M. HOWELL-DAVIES

Date: 21st September 2024

CHRISTCHURCH UNIVERSITY OF THE THIRD AGE

England & Wales - Charity number 1091197

Accounts



ANNUAL GENERAL MEETING

MONDAY 14 NOVEMBER 2022

2.00 pm

**CHRISTCHURCH BAPTIST CHURCH
1 BEACONSFIELD ROAD
CHRISTCHURCH
BH23 1QT**

UNIVERSITY OF THE THIRD AGE

Charity No. 1091197

Please bring this document with you to the AGM as there will be no copies available at this meeting.

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CHRISTCHURCH UNIVERSITY OF THE THIRD AGE

ANNUAL GENERAL MEETING

**MONDAY 14 NOVEMBER 2022
at 2.00pm**

AGENDA

- 1 APOLOGIES FOR ABSENCE *November 2021*
- 2 MINUTES OF LAST YEAR'S AGM 8 OCTOBER 2021
- 3 MATTERS ARISING
- 4 CHAIR'S REPORT
- 5 FINANCIAL REPORT
- 6 APPROVE THE CONTINUED APPOINTMENT OF THE EXAMINER
OF THE ACCOUNTS
- 7 ELECTION OF MANAGEMENT COMMITTEE
- 8 PROPOSITIONS RECEIVED (if notified)
- 9 ANY OTHER BUSINESS (if notified in advance)

Free tea, coffee and biscuits will be available and there will be some entertainment after the meeting

COMMITTEE & NON-COMMITTEE MEMBERS	
Norman Richards	Life President
John Bell	Chair
Cherry Rance	Treasurer
Sue Fillery	Secretary
Eileen Lancaster	Membership Secretary
Kathleen Smith	Assistant Treasurer
Judy Hall	Venues Secretary
Janice Miller	Vintage Brass Representative
Helen Heatley	Programme Coordinator
Mary Fyfe	Asst. Programme Coordinator
Sarah Howell-Davies	Project Manager Web Migration
Ron Watson	Magazine Editor
John Fairbairn	New Members Contact and Vice Chair
Paula Watton	Publicity Coordinator
Vacant Post Group Co-ordinator	
Non- Committee Members	
Chris Powell	Web Master
Archie Hoggan	Technical Co-ordinator
Elaine Trayler	Epicentre Manager
Jennet Lambert	Speakers Secretary
John Childs	Examiner of the Accounts

Christchurch u3a Annual General Meeting
Minutes of the Annual General Meeting held at Christchurch Baptist
Church on Monday 8 November 2021

Present: A list of those members present is attached to a hard copy of these minutes..

John Fairbairn (JF) confirmed the meeting was quorate. John introduced himself as acting Chair in the absence of John Wingfield who resigned last month due to ill health. John thanked John Wingfield for being the Chair for the previous 4 years. John explained that normally the position of Chair is held for 3 years but due to the Covid pandemic John Wingfield had carried on as Chair for an additional year. John Fairbairn gave his warm thanks to John Wingfield for his hard work particularly during the pandemic which had been a very testing time and wished him better health in the future.

John Fairbairn introduced Sue Fillery who has filled the post of Business Secretary and has also taken on the role of Minutes Secretary.

Apologies for Absence were received from: Keith Billington, Barbara Bonsor, Marion Curry, Dawn Darcey, Trevor Goodman, Maureen and Clifford King, Angela and Dennis Osment, Stephen Petty, Bernice Taylor, Steve Walder-Davis, April Willis

Minutes of the previous Annual General Meeting held on 11 November 2019.

Inaccuracies in the Minutes were corrected. The Minutes were accepted and signed as a true record by the acting Chair (JF).
Proposer: Ron Watson. Seconded: Jill Dale

Matters Arising There were no matters arising.

Chair's Report John Wingfield's report published in the AGM booklet thanked all members, group leaders and committee members for their help and support during the Covid pandemic. He also thanked retiring Jill Dale, Groups Co-ordinator and Chris Powell, Webmaster for their outstanding contribution to the work of Christchurch u3a. John said, due to the pandemic lockdowns, this was the first AGM to be held in 2 years. He hoped the coming year would be a success for Christchurch u3a as we returned to operating as normal. The Chair's report was accepted. No vote required.

Financial Report

Keith Weston, Treasurer, said there were 2 errors in his report, one on page 10 and the other on page 11 which he had corrected. Keith explained that during Covid membership fees and venue costs were reduced. Although membership numbers are now increasing, some members have not rejoined this year so subscription figures are down whilst venue costs have increased. The venue costs last year were £30K, this year the venue costs are £35K. The subscription fees cover the venue costs.

There was a query as to why the Gift Aid figure is lower this year. It was suggested that this was due to membership numbers being fewer and, possibly, having lost more gift aiders than non-gift aiders.

JF thanked Keith Weston for his report and work as Treasurer.

Proposer: John Childs. Seconded: Ron Watson
The Financial Report was accepted unanimously.

Approve the Continued Appointment of the Examiner of the Accounts

JF thanked John Childs for examining the accounts. It was proposed that John Childs be reappointed as Examiner of the Accounts.

Proposer: John Priest. Seconded: Jennet Lambert

The appointment was accepted unanimously.

Election of Management Committee

JF thanked the retiring committee member, Jill Dale, Groups Co-ordinator, and, behind the scenes, Webmaster, Chris Powell for their hard work.

JF said there was one nomination for the post of Chair, namely John Bell (Proposer: John Wingfield. Seconded: John Fairbairn).

JF then read a few words which John Bell had written to introduce himself. The meeting approved the appointment of John Bell and warmly applauded.

The committee members were introduced:

John Bell (new)	Chair
Sue Fillery (new)	Business Secretary
Keith Weston	Treasurer
John Fairbairn	New Members Contact
Eileen Lancaster)- Kathleen Smith)	Joint Membership Secretaries
Helen Heatley	Programme Co-ordinator
Dee Collins	Assistant Programme Co-ordinator
Jennet Lambert	Group Co-ordinator
Judy Hall	Venues Secretary
Ron Watson	Active News Editor

Not Present:

Paula Watton	Publicity Organiser
Janice Miller	Vintage Brass Band

John Bell thanked John Fairbairn for standing in as Chair.

Also thanked were:

Norman Richards	Life President
Ginette Porter	Treasurer (Travel Group)
Archie Hoggan	Technical Co-ordinator
Jennet Lambert	Speaker Secretary
Dee Collins	Epicentre Manager

Propositions Received None received.

Any Other Business

Steve Walder-Davis asked the following questions which, in his absence, were read by JF:

Is it fair that those members who not meet in a paid for venue are subsidising those who do?

Could we have retained more members had the post-Covid subscription been considerably lower?

Is it now time that consideration is given to reviewing the subscription model in line with many other u3as, so that the basic subscription covers central activities with a top-up for subject group venue hire?

And, finally, what are the committee's plans to recover membership?

In response JF read written comments from Keith Weston (Treasurer) as follows: these were valid questions but would require a review of the overall methodology which has been adopted by Christchurch u3a. Keith said he was responding to the question regarding the subscription model. When considering the "Basic Subscription" model used by some other u3a's the following would need to be taken into account:

Additional charges are made for such things as "Third Age Matters" and "Active News" and additional charges levied for posting hard copies of the Active News/Newsletter.

Centralised venue booking is not undertaken. Group Leaders are expected to book their own venues and recoup the costs from group members and undertake the administrative tasks involved.

Regular Group expenses such as equipment for the group would be funded/recouped by the Group Leaders. Although new groups could bid for a startup grant to cover the venue cost of the their first meeting all other costs would need to be self-funded.

Group Leaders would need to produce accounts for their group and surplus money would be paid over to Christchurch u3a. A large group should probably have its own Treasurer and bank account, under the Christchurch u3a to ensure, as with the Travel Group, Charity Commission rules are followed.

There would be a benefit for Christchurch u3a in the reduction in administrative workload. However the workload would be transferred to the Group Leaders whose opinion would need to be sought as to whether they would be prepared to take on the extra administrative duties.

JF replied to the other questions as follows:

Local u3a's have higher subscription fees than Christchurch (£45) such as Bournemouth (£50) and Poole (£57).

the membership numbers for this year (2021/2022) had risen to 820 of which 130 are new members. Previous years' figures are:

2020-21	549
2019-20	1089
2018-19	1206
2017-18	1234
2016-17	1234

This year's membership numbers were thought to be good considering that many members are still cautious about rejoining due to Covid.

One effect of changing the basic subscription fee model would be to increase the cost for members who join 2 or 3 groups which could lead to them attending fewer groups. This could result in some groups closing and a loss of income.

John Childs (Examiner of the Accounts) said the current system of an overall subscription fee is simple and works well. It does not need to be changed and become over complicated especially as Group Leaders already have a lot to do.

Other points made were:

Bournemouth u3a makes an additional charge for their monthly meeting.

Christchurch u3a subscription fee is less than £1 a week and is fantastic value

The subscription fee is less than 2 coffees a month
Any questions raised should be made in person

It was considered that the current system works well and did not need to be changed.

JF asked if there were any other questions.

JF thanked everyone for attending.

CHAIR'S REPORT

Christchurch u3a is committed to providing the best possible service to our members through the delivery of a wide variety of activities. Despite many challenges over the past three years, we have been and are working hard to ensure our future. Looking forward, like many organisations, we continue to be challenged by the uncertainty of the economic environment and the potential impact of inflation. In addition, our membership numbers are only slowly recovering to pre-Covid levels which has a direct impact on our income. For the last financial year our costs exceeded our income and as a result we have had to make some difficult decisions to reduce our operating costs. That said, there are ample funds in our bank account and reserves to ensure our financial future. Despite these historic challenges your committee is committed to protecting the integrity of our outstanding programme.

Since the last AGM there have been several changes to your committee. Keith Weston our Treasurer has been replaced by Cherry Rance and Jennet Lambert is standing down as Group Coordinator. Unfortunately, Cherry will be standing down at the end of the year for personal reasons to be replaced by Kathleen Smith who has been appointed as Assistant Treasurer. Finally, Dee Collins stepped down from Assistant Programme Coordinator to focus on her new role as Social Events Coordinator. I would also like to welcome Mary Fyfe (assistant Programme Coordinator), Sarah Howell-Davies (Project Manager Website Migration) and Elaine Trayler (Office Manager) to the team. I would like to put on record my gratitude to Keith, Jennet, Cherry, and Dee for their outstanding contribution to Christchurch u3a.

You have a very committed team who are committed to making Christchurch u3a a success; however, we are constantly on the lookout for new members to take up deputy posts so if you would like to help make a difference, please contact me and we can find an appropriate role for you. Specifically, we have an urgent requirement to fill the Group Coordinator role.

I would also like to extend my thanks to all the Group Leaders, and their deputies, who have worked tirelessly to deliver an exceptional programme. Their enthusiastic support and commitment are the lifeblood of Christchurch u3a.

Finally, looking forward, our main challenge is to get back pre-Covid membership levels and we would like to ask for your help in finding and recruiting new members. In addition, we are always on the lookout for members who would be willing to start a new group in order that we can further develop the range of activities as well as provide increased availability for existing ones.

On behalf of the Committee, I would like to wish you all a very happy and fulfilling year as a member of Christchurch u3a.

John D Bell

Christchurch U3A
Year End Accounts 2021-22.xlsx

Social & Fundraising Account 01/08/21 - 31/07/22	2021/22		2021/22
	£	£	£
Opening Balance at bank			7855.35
NatWest	5590.80		
CCLA Social & Fundraising	<u>2214.55</u>	7805.35	
Receipts			
Theatre	8348.00		
Events	0.00		
Social Group	1470.00		
Choir	0.00		
Refunds	<u>0.00</u>	9818.00	
Interest (CCLA Social & Fundraising)		<u>5.65</u>	5.65
		<u><u>17629.00</u></u>	
Payments			
Theatre	8309.55		
Events	0.00		
Social Group	1720.00		
Choir	0.00		
Refunds	<u>0.00</u>	10029.55	
Closing balance at bank			
NatWest	5379.25		
CCLA Social & Fundraising	<u>2220.2</u>	7599.45	
		<u><u>17629.00</u></u>	<u>7861.00</u>

Subscription Account 01/08/21 - 31/07/22	2021/22	
	£	
Opening Balance at bank		
NatWest		112.50
Receipts		
Subscriptions paid by bank transfer		<u>12756.11</u>
		<u><u>12868.61</u></u>
Payments		
Payments to Current Account		12418.61
Closing balance at bank		
NatWest		<u>450.00</u>
		<u><u>12868.61</u></u>

Christchurch U3A
Year End Accounts 2021-22.xlsx

CCLA Reserve Fund 01/08/19 - 31/07/20	2021/22 £	2020/21 £
Opening Balance	20950.88	20945.89
Interest	53.61	4.99
Closing Balance	<u>21004.49</u>	<u>20950.88</u>

Travel Group 01/08/19 - 31/07/20		2020/21 £
Opening Balance	1597.07	1597.07
Receipts	3886.36	0.00
Payments	3653.9	0.00
Closing Balance	<u>1829.53</u>	<u>1597.07</u>

Choir 01/08/19 - 31/07/20	2021/22 £	2020/21 £
Opening Balance	1127.14	1193.39
Receipts	228.45	0.00
Payments	244.49	66.25
	<u>1111.1</u>	<u>1127.14</u>

VINTAGE BRASS		SUMMARY OF ACCOUNTS		1st MAY 2021 TO 30th APRIL 2022	
	Income	Expenditure			
	2021/2022	2021/2022		Opening balance	
	Current	Current		6932.03	
Christmas concert 2021	746.33	508.75			
Spring concert 2022	602.00	244.60			
Autumn concert 2022		50.00			
Christmas concert 2022		50.00			
Donations	40.00				
Refreshments					
St James' Institute Hall Hire	52.00	60.00			
St James' Institute Membership					
Sundries		45.43			
Printing/copying		40.98			
Hall hire					
Instrument covers		83.50			
Servicing Instruments		50.00			
New Music		393.48			
Yearly fees	860.00	20.00			
Musical director's fee		250.00			
Whiteboard		24.82			
	2300.33	1821.56		Closing balance	
				7410.80	

The Examiner Of The Accounts Statements

I have examined the accounting records of:

Christchurch U3A includes -:

Travel, Social Fund and Choir. For the Period

...1st AUGUST 2021 / 30th JUNE 2022

Vintage Brass For the Period

...1st MAY 2021 / 30th APRIL 2022

From the information supplied to me it is my opinion that these accounts and financial statements reflect an accurate record of the financial positions as stated above.

Signed *J. Childs*

Name **John Childs** (Examiner of Accounts)

Date ...6th SEPTEMBER 2022

Current Account	2021/22		2020/21
01/08/21—31/07/22	£	£	£
Opening Balance at bank			39976.36
NatWest	34623.46		
Less unrepresented payments	£ (1,388.72)		
	33234.74		
CCLA Subscription Fund	14723.17	47957.91	
Total Bank + CCLA Subscription			
Account	47957.91		
Receipts			
Venues	46.00		0.00
Membership Subs 20/21			15019.12
Membership Subs 21/22	30852.36		4778.20
Membership Subs 22/23	19228.59		
Gift Aid	5326.40		2353.85
Advertising	0.00		3.49
Other	85.60		0.00
Interest (CCLA Subscription			
Fund)	37.70		133.26
Total Receipts		103534.56	62264.28
Total Receipts	55576.65		
Payments			
Venues	36612.56		7281.58
Print, Postage, Stationery	1672.38		4319.56
Maintenance/Equipment	0.00		154.55
Speakers	595.00		0.00
Refunds	133.00		35.00
Active News	698.50		445.16
AGM Booklet	379.00		0
Member Booklets	1455.00		
U3A News	0.00		
U3A Trust Subs	5298.00		0.00
GL Exps	250.62		303.01
Epicentre Costs	1063.93		1435.20
Advertising	538.25		0.00
Sundries	1207.08	49903.32	332.10
	49903.32 ✓		14306.16
Closing balance at bank			47958.12
NatWest	40085.54		
Less unrepresented payments	£ (1,217.95)		
	38867.59		
CCLA Subscription Fund	14760.87	53628.46	
TOTAL	14	103531.78	62264.28

Social & Fundraising Account	2021/22		2021/22
01/08/21 - 31/07/22	£	£	£
Opening Balance at bank			7855.35
	NatWest	5590.80	
	CCLA Social & Fundraising	<u>2214.55</u>	7805.35
Receipts			
Theatre		8348.00	
Events		0.00	
Social Group		1470.00	
Choir		0.00	
Refunds		<u>0.00</u>	9818.00
Interest (CCLA Social & Fundraising)		<u>5.65</u>	5.65
		<u>17629.00</u>	
Payments			
Theatre		8309.55	
Events		0.00	
Social Group		1720.00	
Choir		0.00	
Refunds		<u>0.00</u>	10029.55
Closing balance at bank			
	NatWest	5379.25	
	CCLA Social & Fundraising	<u>2220.2</u>	7599.45
		<u>17629.0</u>	<u>7861.00</u>

Subscription Account Account		2021/22
01/08/21 - 31/07/22		£
Opening Balance at bank		
	NatWest	112.50
Receipts		
Subscriptions paid by bank transfer		<u>12756.11</u>
		<u>12868.61</u>
Payments		
Payments to Current Account		12418.61
Closing balance at bank		
	NatWest	<u>450.00</u>
		<u>12868.61</u>

CCLA Reserve Fund
01/08/19 - 31/07/20

	2021/22	2020/21
	£	£
Opening Balance	20950.88	20945.89
Interest	53.61	4.99
Closing Balance	<u>21004.49</u>	<u>20950.88</u>

Travel Group
01/08/19 - 31/07/20

		2020/21
		£
Opening Balance	1597.07	1597.07
Receipts	3886.36	0.00

Choir
01/08/19 - 31/07/20

	2021/22	2020/21
	£	£
Opening Balance	1127.14	1193.39
Receipts	228.45	0.00
Payments	244.49	66.25
	<u>1111.1</u>	<u>1127.14</u>

Reserve Shares
01/08/21 - 31/07/22

	2021/22	2020/21
	£	£
Valuation	<u>To be con-</u>	<u>10644.65</u>
	<u>firmed</u>	

Expenditure can be derived from this year's Audit Report giving: £49903.32

This includes:

-£3248 back bill from NCH for pre-Covid bookings

-£600 increases from Mudeford Wood due to change in pricing policy

= total £3848

Post, Print and Stationary = £1672

Active News = £698

Members Booklets = £1455

Extended term lengths from 32 to 34 = £2300

Now comes the black magic.

Income is the sum of:

Membership Subs 21/22 derived from this year's audit report giving: £30852.36

Membership Subs 21/22 derived from last year's audit report giving: £4778.2

Gift Aid derived from this year's audit report giving: £5326.4

Two other items (venues and other) derived from this year's Audit report giving:
£131.61

This gives a grand total for income of £41088.57

This gives us a final loss for the year of £8814.75 which is close to what we predicted.

Christchurch U3A
Year End Accounts 2021-22.xlsx

Current Account 01/08/21 - 31/07/22	2021/22	2020/21
	£	£
Opening Balance at bank		39976.36
NatWest	34623.46	
Less unrepresented payments	£ (1,388.72)	
	33234.74	
CCLA Subscription Fund	14723.17	47958.13
Receipts		
Venues	46.00	0.00
Membership Subs 21/22	30852.36	4778.20
Membership Subs 22/23	19228.59	
Gift Aid	5326.40	2353.85
Advertising	0.00	3.49
Other	85.60	0.00
Interest (CCLA Subscription Fund)		133.26
		37.70
		103534.78
		62264.28
Payments		
Venues	36612.56	7281.58
Print, Postage, Stationery	1672.38	4319.56
Maintenance/Equipment	0.00	154.55
Speakers	595.00	0.00
Refunds	133.00	35.00
Active News	698.50	445.16
AGM Booklet	379.00	0
Member Booklets	1455.00	303.01
U3A News	0.00	1435.20
U3A Trust Subs	5298.00	0.00
GL Exps	250.62	303.01
Epicentre Costs	1063.93	1435.20
Advertising	538.25	0.00
Sundries	1207.08	777.26
		49903.32
		14306.16
Closing balance at bank		47958.12
NatWest	40088.54	
Less unrepresented payments	£ (1217.95)	
	38870.59	
CCLA Subscription Fund	14760.87	53631.46
TOTAL		103534.78
		62264.28

EXAMINERS Audit REPORT. U3A

1) CURRENT A/C BAL C'FWD 38870.59 AS PER YR END ACCOUNTS

2) INVOICES

13/1/22 ST JAMES INSTITUTE - WHY IS U3A PAYING FOR
VINTAGE BRASS

6/4/22 MERTON "

18/4/22 ST JAMES "

15/7/22 " "

* 3) RON WATSON MAGAZINE EDITOR

NEEDS COPIES OF ACCOUNTS FOR SUBMISSION BY

* 1ST OCTOBER FOR AGM. i.e. Done ✓

U3A CURRENT A/C

TRAVEL GROUP

SOCIAL & FUNDRAISING

VINTAGE BRASS - NO SUMMARY. - REQUESTED ✓ Done

CHOIR

RESERVES

ALL IN FOLDER (EXCEPT VINTAGE BRASS) U3A YEAR END ✓ Done

* 4) INDEPENDENT EXAMINERS REPORT (SIGNED)
TO CHARITY COMMISSION

5) CCLA FUNDS DO NOT FORM PART OF CURRENT A/C'S

Christchurch U3A
Year End Accounts 2021-22.xlsx

Social & Fundraising Account 01/08/21 - 31/07/22	2021/22		2021/22
	£	£	£
Opening Balance at bank			7855.35
NatWest	5590.80		
CCLA Social & Fundraising	2214.55	7805.35	
Receipts			
Theatre	8348.00		
Events	0.00		
Social Group	1470.00		
Choir	0.00		
Refunds	0.00	9818.00	
Interest (CCLA Social & Fundraising)		5.65	5.65
		17629.00	
Payments			
Theatre	8309.55		
Events	0.00		
Social Group	1720.00		
Choir	0.00		
Refunds	0.00	10029.55	
Closing balance at bank			
NatWest	✕ 5379.25		
CCLA Social & Fundraising	2220.2	7599.45	
		17629.00	7861.00

Subscription Account Account 01/08/21 - 31/07/22	2021/22	
	£	
Opening Balance at bank		
NatWest		112.50
Receipts		
Subscriptions paid by bank transfer		12756.11
		12868.61
Payments		
Payments to Current Account		12418.61 ✓
Closing balance at bank		
NatWest		450.00
		12868.61

£150

Christchurch U3A
Year End Accounts 2021-22.xlsx

CCLA Reserve Fund
01/08/19 - 31/07/20

	2021/22	2020/21
	£	£
Opening Balance	20950.88	20945.89
Interest	53.61	4.99
Closing Balance	21004.49	20950.88

Travel Group
01/08/19 - 31/07/20

		2020/21
		£
Opening Balance	1597.07	1597.07
Receipts	3886.36	0.00
Payments	3653.9	0.00
Closing Balance	* 1829.53	1597.07

Choir
01/08/19 - 31/07/20

	2021/22	2020/21
	£	£
Opening Balance	1127.14	1193.39
Receipts	228.45	0.00
Payments	244.49	66.25
	1111.1	1127.14

VINTAGE BRASS SUMMARY OF ACCOUNTS 1st MAY 2021 TO 30th APRIL 2022

	Income	Expenditure	
	2021/2022	2021/2022	Opening balance
	Current	Current	6932.03
Christmas concert 2021	46.33	508.75	
Spring concert 2022	602.00	244.60	
Autumn concert 2022		50.00	
Christmas concert 2022		50.00	
Donations	40.00		
Refreshments			
St James' Institute Hall Hire	52.00	60.00	
St James' Institute Membership			
Sundries		45.43	
Printing/copying		40.98	
Hall hire			
Instrument covers		83.50	
Servicing instruments		50.00	
New Music		393.48	
Yearly fees	860.00	20.00	
Musical director's fee		250.00	
Whiteboard		24.82	Closing balance
	2300.33	1821.56	7410.80

The Examiner Of The Accounts Statements

I have examined the accounting records of:

Christchurch U3A includes -:

Travel, Social Fund and Choir. For the Period

.....1ST AUGUST 2021 / 31ST JULY 2022

Vintage Brass For the Period

1ST MAY 2021 / 30TH APRIL 2022

From the information supplied to me it is my opinion that these accounts and financial statements reflect an accurate record of the financial positions as stated above.

Signed *E. J. Childs*.....

Name **John Childs** (Examiner of Accounts)

Date ...6TH SEPTEMBER 2022

Christchurch USA Choir - Accounts 2020/21.

Due to Coronavirus and the subsequent lockdown the choir did not meet during the 2020/21 year. As a result there was no income and very little in the way of expenditure

a) <u>Income</u>	£
	NIL.
b) <u>Expenditure</u>	£
Printing/copying	2.25
Hall Hire	50.00
Original music	<u>14.00</u>
	66.25 ✓

<u>Balance at Year End 31.7.21</u>	£
Opening balance	1193.39
Income	NIL
Expenditure	<u>66.25 -</u>
Closing balance	1127.14 ✓

Choir cash held	£277.88
Central USA held	<u>£849.26</u>
	£1127.14 ✓

Copy to - Christchurch USA. Treasurer
 Anne Hewetson. Choir Leader
 Elaine Gilhespy. Treasurer
 Spare.

CHRISTCHURCH UNIVERSITY OF THE THIRD AGE

England & Wales - Charity number 1091197

Accounts



ANNUAL REPORT

UNIVERSITY OF THE THIRD AGE

Charity No. 1091197

Committee Members

Name	Position	Tel No	Email address
Norman Richards	Life President	01202 480493	p.richards4310(a)ntlworld.com
John Wingfield	Chair	01202 762726	chair(a)christchurchu3a.org.uk
Keith Weston	Treasurer	01425 620435	treasurera)christchurchu3a.org.uk
	Secretary		secretary(a)christchurchu3a.org.uk
Eileen Lancaster	Jt. Membership Secretary	01202 566387	membership(a)christchurchu3a.org.uk
Kathleen Smith	Jt. Membership Secretary	07804 255494	membership(a)christchurchu3a.org.uk
Jill Dale	Group Co-organiser	01202 432357	groups(a)christchurchu3a.org.uk
Dee Collins	Ass Group Co-organiser	01425 272378	asstprogramme(a)christchurchu3a.org.uk
Judy Hall	Venues' Secretary	01202 252671	venues(a)christchurchu3a.org.uk
Janice Miller	Vintage Brass	01202 426855	vintagebrass(a)christchurchu3a.org.uk
Ron Watson	Magazine Editor	01202 429642	magazine(a)christchurchu3a.org.uk
Helen Heatley	Programme Co-ord	01202 427360	programme(a)christchurchu3a.org.uk
John Fairbairn	New Members	01202 424466	newmembers(a)christchurchu3a.org.uk
	Non-Committee Members		
	Minutes Secretary		
Chris Powell	Web Master	01425 489592	webmaster(a)christchurchu3a.org.uk
Archie Hoggan	Technical Co-ordinator	07905 864455	technical(a)christchurchu3a.org.uk
Dee Collins	Epicentre Manager	01202 480027	office_manager(a)christchurchu3a.org.uk
	Social Events Coordinator		social(a)christchurchu3a.org.uk
Jennet Lambert	Speakers' Secretary	01202 476631	Speaker(a)christchirchu3a.org.uk
Ginette Porter	Treasurer (Travel Groups)	01202 619617	
John Childs	Examiner of the Accounts	01202 486864	

Report from the Chair

This year has been a very difficult time for all of us. With the 'lock down' all the groups were cancelled for the summer term and further restrictions are making life very difficult.

This has included the cancellation of our A.G.M., hence this Annual Report.

It looks like all classes will be going ahead this term where the venues are COVID secure and the appropriate risk assessments have been carried out.

I am grateful to the committee for all their hard work in keeping the U3A ship afloat and we are very fortunate that they have agreed to keep going this coming year.

We still have vacancies for a General Secretary and a Minutes Secretary if anyone out there would like to volunteer.

Should you feel tempted please contact me in the first instance.

In the mean time please keep safe and well. There are rocky times ahead still but we will persevere.

John Wingfield
Chairman

Treasurers Report

Period covered 1st August 2019 to the 31st of July 2020.

As everyone is aware this financial year has been difficult due to the Covid-19 pandemic.

This led to the cancellation of a Theatre trip and the Art Appreciation day which led to refunds being made to attendees of these events.

Normally subscriptions for the following academic year around about the month of May, but these memberships were delayed due to lock-down.

As a result, our income was reduced by £27,785 compared to the previous year.

This was offset by a grant from central government, via BCP Council to the sum of £10,000 pounds, avoiding the use of our reserve account.

Thank you to all concerned for their understanding and co-operation in these difficult times

Keith Weston

STATEMENT OF ACCOUNTS

Current Account 01/08/19—31/07/20	2019/20 £	2018/19 £
Receipts		
Opening Balance	40750.44	35710.84
Venues	41.50	0.00
Membership Subs 19/20	15304.12	17025.21
Membership Subs 20/21	0.00	27785.05
Gift Aid	6451.31	6480.94
Interest	72.46	93.76
Advertising	0.00	176.50
Other	10847.80	505.85
	<u>73467.63</u>	<u>87778.15</u>
Payments		
Venues	20853.61	30991.27
Print, Postage, Stationery	4047.64	7373.86
Maintenance/Equipment	154.40	58.94
Speakers	370.00	415.00
Refunds	0.00	167.50
U3A News	1337.64	1507.00
U3a Trust Subs	3591.00	3731.00
Group Leaders Exp	279.25	352.51
Epicentre Costs	2690.74	1535.29
Advertising	0.00	209.38
	<u>166.99</u>	<u>685.96</u>
	33491.27	47027.71
Closing balance at Bank	<u>39976.36</u>	<u>40750.44</u>
TOTAL	<u>73467.63</u>	<u>87778.15</u>

STATEMENT OF ACCOUNTS

Social & Fundraising Accounts 01/08/19—31/07/20	2019/20 £ Receipts	2019/20 £ Payments
	7860.21	
Opening Balance	5575.00	4531.70
Theatre	1564.00	662.82
Events		
Other		229.89
Choir		612.00
Refunds - Art Day		1248.00
Refunds - Theatre	10.90	
Interest		7725.70
Closing Balance	15010.11	15010.11

Vintage Brass Summary of Accounts 1st May to 31st April 2020

	Income		Expenditure		Opening Balance
	2019/2020 Current	2018/2019 Previous	2019/2020 Current	2018/2019 Previous	
Spring Concert 2019		175.00	125.00	643.10	
Autumn Concert 2019	1092.00	1223.35	1141.69	1235.49	
Christmas Concert 2019	1260.87	1677.10	605.00	1404.87	
Spring Concert 2019	336.00	1117.00	335.65	390.52	
New Year Lunch	1127.00	924.00	1127.00	924.00	
Donations	255.00	43.00	775.00	40.00	
Marshalling	400.00	200.00			
St James' Institute Hall Hire	12,00	119.00		102.40	
St James' Institute Membership		9.00		49.00	
Sundries			10.99	86.44	
Printing/copying			51.81	173.30	
Stationery					
Uniforms		133.20		325.20	
New Music			336.20	549.34	
Refreshments			44,61	100.87	
Instruments	1500.00	125.00	70.00	30.00	
Musical Director's fees			1850,00	2400.00	
Yearly/termly subscriptions	1360.00	1515.00			
Unpresented cheque	30,00				
Hall Hire			187.50	305.00	
Bucket Collection	85.81				Closing balance
Total	7458.68	7260.65	6660.45	8759.53	7270.95

Reserve Account

1/8/19— 31/7/20

2019/20

2018/19

Opening Balance

20832.02

20719.75

Interest

113.87

112.27

Closing Balance

20945.89

20832.02

Reserve Shares

2019/20

2018/19

Valuation

8648.54

8442.61

Travel Group

2019/20

2018/19

£

£

Opening Balance

1596.37

1204.73

Receipts

3818.50

12030.79

Payments

3817.80

11639.15

Closing Balance

1597.07

1596.37

The Examiner of the Accounts Statement

I have examined the accounting records of;

Vintage Brass for the period	1/5/19 – 30/4/2020
Christchurch U3A for the period	1/8/19 – 31/7/2020

From the information supplied to me, it is my opinion that these accounts and financial statements have been completed with due diligence and reflects an accurate record of the financial positions as stated above.

Signed *E. S. Childs*

Name **John Childs** (Examiner of Accounts)

Date **25/8/2020**

New Committee Members

Following the introduction of the Covid Pandemic lockdown, it has been difficult to appeal for members to consider joining the committee and discuss the positions that are due to change.

Most positions are for a period of three years.

The committee have been holding monthly online meetings, so there are no socially distanced meetings for the time being.

Vacancies include;

General Secretary

Minutes Secretary

Social Events secretary

If you would like to offer your services and be considered as a committee member, please contact John Wingfield by email as follows;

chair(a)christchurchu3a.org.uk

Please replace the (a) with @ when sending the email.

Current Account
01/08/19 - 31/07/20

2019/20
£

2018/19
£

Receipts

Opening Balance	40750.44	35710.84
Venues	41.50	0.00
Membership Subs 19/20	15304.12	17025.21
Membership Subs 20/21	0.00	27785.05
Gift Aid	6451.31	6480.94
Interest	72.46	93.76
Advertising	0.00	176.50
Other	10847.80	505.85
	<hr/>	<hr/>
	73467.63	87778.15

Payments

Venues	20853.61	30991.27
Print, Postage, Stationery	4047.64	7373.86
Maintenance/Equipment	154.40	58.94
Speakers	370.00	415.00
Refunds	0.00	167.50
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Advertising	0.00	209.38
Sundries	166.99	685.96
	<hr/>	<hr/>
	33491.27	47027.71
Closing balance at Bank	39976.36	40750.44
Bank Total	<hr/>	<hr/>
	73467.63	87778.15

TOTAL

Social & Fundraising Account
01/08/19 - 31/07/20

2019/20
£
Reciepts

2019/20
£
Payments

Opening Balance	7860.21	
Theatre	5575.00	4531.70
Events	1564.00	662.82
Other		229.89
Choir		612.00
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