

Report of the Trustees and Financial Statements

for the year ended 31 May 2025

for Roding Valley u3a

The Trustees Annual Report for the period 1 June 2024 to 31 May 2025

A. Reference and Administrative Details

Charity Name	RODING VALLEY UNIVERSITY OF THE THIRD AGE (U3A)
Other names charity is known by	"Roding Valley u3a" and "RV u3a"
Registered Charity Number	1116143
Charity's Principal Address	1A Tower Road EPPING Essex CM16 5EL

Names of the charity Trustees who manage the charity.

Trustee name	Office (if any)	Date Appointed	Date Resigned	Method of Appointment
Laura Blake	Appointed Chair	21/11/2022 20/11/2023		Elected by Members
Andrew Forrest	Secretary	21/11/2022		Elected by Members
Andy Quaife	Treasurer	15/10/2018		Elected by Members
Jacqui Steinberg		16/01/2023 20/11/2023	17/2/2025	Co-opted by Trustees Elected by Members
Sara Day		18/12/2023	21/10/2024	Co-opted by Trustees
Graham Witherick		20/11/2023	17/2/2025	Elected by Members
David Linnell		20/11/2023		Elected by Members
Peter Rowles		20/11/2023		Elected by Members
Silvia Newton		14 April 2025		Co-opted by Trustees
Vivien McCaffrey		14 April 2025		Co-opted by Trustees
Louise Howard		14 April 2025		Co-opted by Trustees
Anne Scurfield		14 April 2025		Co-opted by Trustees
Catherine Doran		14 April 2025		Co-opted by Trustees
George Howard		14 April 2025		Co-opted by Trustees

Names and addresses of advisors.

Type of Advisor	Name	Address
Independent Examiner:	Greville John Norman CPFA AGP	
Bankers:	NatWest Bank,	102 High Road, Loughton, Essex IG10 4AS

B. Structure, Governance and Management

Description of the charity's trusts

Type of Governing Document	Constitution
How the charity is constituted	Unincorporated charity
Trustee Selection Method	Elected annually by members. Trustees who join after an AGM are co-opted

Governance

The Executive Committee (which consists of all of the RV u3a Trustees) should consist of 4 officers - Chair, Vice Chair, Secretary and Treasurer. The number of Trustees shall be not less than 5 and not more than 15.

During the year 2024-2025, the Executive Committee had 3 officers Chair, Secretary and Treasurer, together with another 5 Trustees. No member stood for election as Vice Chair.

During the year Jacqui Steinberg, Sara Day, and Graham Witherick resigned from the Committee.

The Trustees co-opted 6 new members: Silvia Newton, Vivien McCaffrey, Louise Howard, Anne Scurfield, Catherine Doran, and George Howard.

All the Committee members will stand for election / re-election at the October 2025 Annual General Meeting (AGM).

Andy Quaife will stand down as Treasurer at the AGM, as he has held the position for the maximum number of years permitted by the constitution. A new Treasurer will need to be elected.

Risk Management

The Trustees have been reviewing the risk assessments for all the groups. This has been very time consuming and work in this area continues.

Management and Structure

RV u3a have over 40 members who volunteer on a regular basis, and their work is truly appreciated, but several Trustee and support roles are currently vacant, and the Executive Committee are looking for new volunteers.

C. Objectives and Activities

Objective

RV u3a's objective is 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 Northeast London and South Essex.

RV u3a's activities are organised and run by members who volunteer their time, experience, and expertise.

Activities

RV u3a continues to offer a wide range of interest groups and activities. It also organises monthly talks and social events, to encourage learning and personal development.

Membership

Membership is open to older people who are no longer in full-time employment or whose family responsibilities have reduced. New members can join at any time.

On 31 May 2024, membership stood at 422. During 2024-2025, a number of people left for various reasons, but 83 people joined RV u3a. On 31 May 2025, membership stood at 459.

Volunteers

The Trustees are grateful for the many hours all the volunteers have spent to support RV u3a.

At the monthly meeting, we have members making tea, setting up the technology, greeting new members and running stalls where members can swap, books, and dvds.

The interest groups are run by a strong group of convenors and the outings, trips and social events are organised by teams and individuals, to provide a wide variety of activities for the members.

The Executive Committee works continuously to ensure RV u3a runs smoothly and meets the objectives as stated above.

During the last few years there has been a shortage of members for administrative tasks, which meant more work for the Trustees. This position will be reviewed again at the 2025 AGM.

Public Benefit

The Trustees have complied with their duties as defined in the Charities Act 2011 and other relevant legislation and have paid due regard to the public benefit guidance published by the Commission. The Trustees have:

1. Ensured RV u3a is carrying out its purposes for the public benefit.
2. Complied with the RV u3a governing document and the law.
3. Acted in the best interests of RV u3a.
4. Managed RV u3a's resources responsibly.
5. Acted with reasonable care and skill.
6. Ensured RV u3a is accountable.

All Trustees have been provided with induction training, either on a one-to-one basis or via the Trustee Induction Training Pack.

D. Achievements and performance

Interest Groups

Roding Valley u3a does not currently have a Groups Coordinator.

Throughout the year the Trustees have been working very hard supporting the convenors and setting up new interest groups.

RVu3a now has 32 interest groups, and they meet in different places depending on the needs of the group and its members.

A number of groups meet in the Oak Room at Theydon Bois Village Hall which RV u3a hire every Monday and Tuesday afternoons. This includes Keep Fit, Scrabble, Duplicate Bridge, Book Club, Cryptic Crossword, Current Affairs and Rummikub where the numbers are too big to meet in somebody's house or there are parking difficulties.

Some groups meet in member's homes; these include the Gardening, Stitchery, Science, Discussion Group, Film Club, Lives of Artists, Creative Writing and Family History Group,

Sometimes the materials used by the Group mean that other accommodation needs to be found as with the Practical Art group which meets in the Jack Silley Pavilion in Epping.

Visits to local tea shops, cafes, restaurants, hostelrys, and curry houses remain very popular with members.

RV u3a also share a number of groups with other local u3as where there are not enough members to run the group. Some of these are hosted by RV u3a and others by another u3a and the meeting places vary accordingly. This year Roding Valley u3a, joined up with the u3as from Buckhurst Hill and Wanstead & Woodford, to create a joint Quiz Club.

The number of groups does not stand still. This year a number of new groups have started, including Chair Yoga, Dog Walking, Ladies (and Lads) That Lunch, and Quiz Club.

All the group convenors work really hard, and it is very much appreciated by all those taking part.

Activities

There are many other activities and events that members can join without being part of a regular group.

- Outings have included a guided tour of Merchant Taylors's Hall, a backstage tour of the Royal Opera House, Afternoon Tea at "Carriages", and a trip to the seaside.
- There have been walks in the local area and in London. Our members have strolled around Fitzrovia, Temple and Regents Canal.
- Theatre visits continue to be a favourite with the members.
- The Sunday Afternoon Concerts at the Royal Festival Hall also continue to be very popular.

The members acknowledge the work that goes into organising such events.

Social Life

Our members social life has been enhanced by visits to pubs, restaurants, cafes, and tea houses, together with Friday Afternoon Quizzes run jointly with Buckhurst Hill and Wanstead & Woodford u3as.

Monthly Meetings

The RV u3a monthly meetings continued to be very popular. A wide variety of talk were given. Topics included: The Perfect Murder, Beatrix Potter, Easton Lodge and Medical History on our Doorstep.

The monthly meeting relies on the work done by non-committee members, who give their time voluntarily for the benefit of other members and to whom Executive Committee wish to thank.

New Members Meeting

A new members meeting was held just after the financial year end, so new members could benefit from a full year's subscription. This proved very successful.

Advertising

RV u3a's Executive Committee have been using social media to increase the u3a's profile. Articles have been placed on several local community groups Facebook pages. It is hoped this will attract new members.

Membership Management

The Beacon Membership system continues to be a great success and has enabled RV u3a to streamline the management of its members data and is used by a number of group convenors to manage their groups.

The RV u3a Website.

A new RV u3a website was launched. It has received a number of positive comments.

E. Financial Review

The receipts and payments account are reported via two categories: -

Unrestricted funds - reflecting the general activities of the u3a.

Designated funds - representing the "social" activities e.g. theatre, outings etc... where movement on the funds is more related to the timing of receipts and payments for particular events.

Unrestricted Funds

Summary	2025	2024	Change	%
Receipts	£ 13,384	£ 11,241	£ 2,143	19%
Payments	(£ 11,211)	(£ 12,541)	£ 1,330	-11%
Surplus/(Deficit)	£ 2,173	(£ 1,300)	£ 3,473	

The surplus for the year largely arises as the national u3a membership invoice has not been received or paid at the year end. **Including this cost, would have resulted in a small surplus of £361.**

Membership ended the year at 459, up from the previous year of 422.

The annual subscription was increased to £18 anticipating a breakeven for the year following a period of actively reducing reserves.

Subscription income increased with higher membership numbers and higher subscription.

Group hall hire receipts were also higher reflecting a full year of increased charges to recover the costs incurred.

Payments in total show a decrease as the national U3A subscription invoice has been delayed.

Group Hall hire costs were up £501 due to increased activities but nevertheless showing a shortfall of £463 compared to the corresponding income.

Hall hire for monthly meetings is significantly lower largely as we now put out chairs ourselves.

As noted above the National U3A membership cost was not received therefore two charges will fall into the current year. Third Age Matters costs increased from £3.80 to £4 per issue (still just postage cost) with additional numbers.

Beacon costs show a reduction as the previous year included two years charges - the cost is £1 per member.

Newsletter and postage costs have increased reflecting the "lumpy" purchases of stamps plus general increases in costs. Other costs are broadly in line with last year.

The net surplus of £2,173 leaves total unrestricted funds at £17,714. (2024: £15,541).

The committee has established a reserves policy to hold 12 months expenditure as a reserve.

Additional information is provided as an Appendix.

Designated Funds

Designated funds represent monies held in separate bank accounts to fund specific activities and encompass, Art Appreciation, Bridge, Concerts, Outings, Social and Theatre.

The overall receipts for the year were higher particularly the theatre and outings groups.

Receipts	2025		2024	
Theatre	£	14,456	£	10,846
Outings	£	8,079	£	5,722
Social	£	2,106	£	4,613
Other	£	4,197	£	3,512
	£	28,838	£	24,693

Overall designated funds decreased by £286 in the year reflecting the timing of activities around the year end.

The balance at the year-end on designated funds is £4,686 which is considered more than adequate to cover commitments at the year end. A breakdown of the balances on the Designated Funds is shown below.

Year End Balance	2025	
Theatre	£	566
Outings	£	1,779
Social	£	1,130
Other	£	1,211
	£	4,686


Other Optional Information

The Chairman would like to express her thanks to the members of the Executive Committee and all the members who have given up their time to support all the activities of RV u3a. Everyone's hard work, commitment and patience has been truly appreciated.

F. Declaration

The Trustees declare that they have approved the Trustees' report at the meeting of the Executive Committee on 18 August 2025.

Signed on behalf of Roding Valley u3a's Trustees.

Signature	
Full Name	Laura Blake
Position	Chair
Date	18 th August 2025

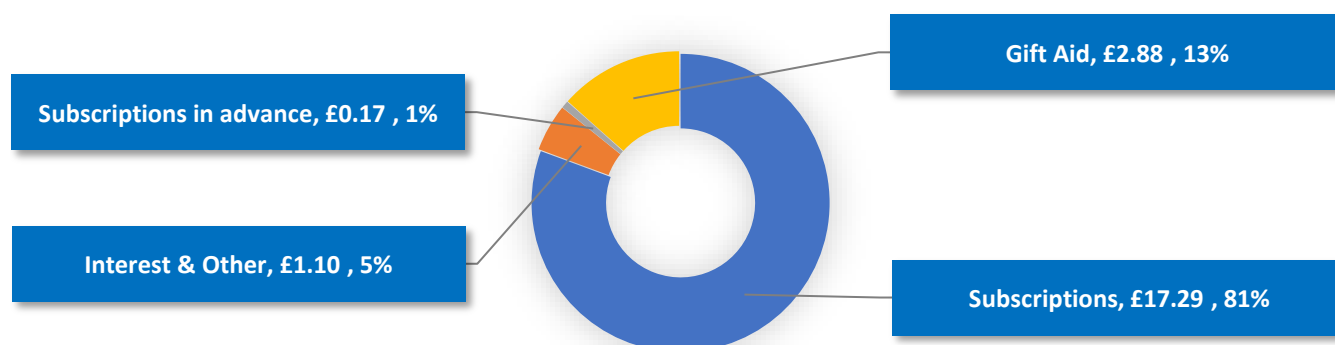
APPENDIX 1

ANALYSIS OF RECEIPTS AND PAYMENTS PER MEMBER

The following analysis gives a breakdown of receipts and payments per member.

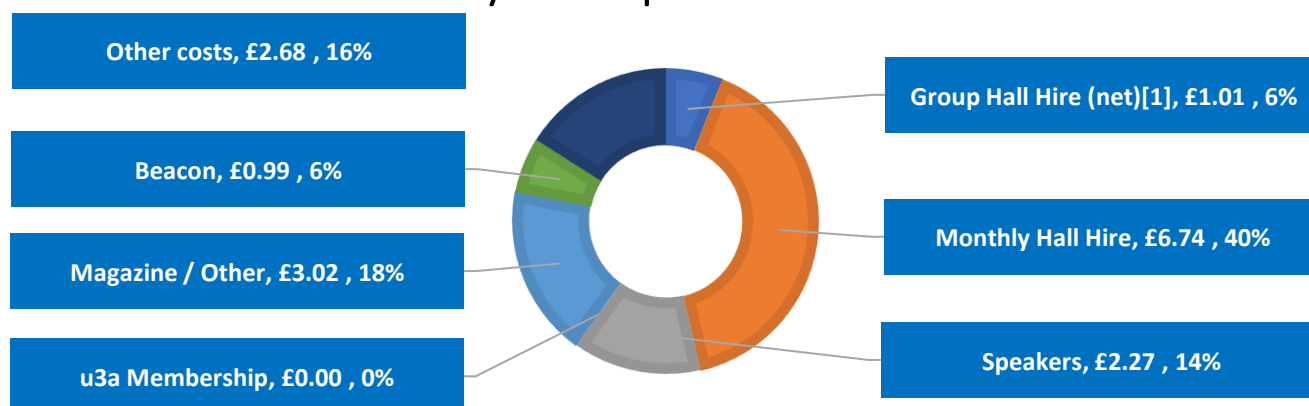
	2024-5		2023-4	
Receipts per Member	459	Members	422	Members
	£ each	Total	£ each	Total
Subscriptions	£17.29	£7,936	£15.63	£6,594
Interest & Other	£1.10	£504	£1.10	£466
Subscriptions in advance	£0.17	£76	£0.88	£372
Gift Aid	£2.88	£1,324	£2.77	£1,169
Total Receipts	£21.44	£9,840	£20.38	£ 8,601

Receipts per Member



	2024-5		2023-4	
Payments per Member	459	Members	422	Members
	£ each	Total	£ each	Total
Group Hall Hire (net)*	£1.01	£463.00	£2.05	£866.00
Monthly Hall Hire	£6.74	£3,092.00	£8.58	£3,619.00
Speakers	£2.27	£1,041.65	£2.17	£915.00
u3a Membership	£0.00		£3.94	£1,664.00
Magazine / Other	£3.02	£1,386.80	£2.65	£1,117.20
Beacon	£0.99	£454.00	£1.91	£805.67
Other costs	£2.68	£1,228.83	£2.16	£914.15
Total Payments	£16.70	£7,666.28	£23.46	£9,901.02

Payments per Member



*Note: Payments include net group hall hire costs, i.e. receipts for group hall hire have been netted against payments.

Independent Examiner's Report

Report to the trustees/
members of

RODING VALLEY UNIVERSITY OF THE THIRD AGE (U3A)

On accounts for the year
ended

31 MAY 2025

Charity no
(if any)

1116143

Set out on pages

9 to 12

**Respective responsibilities
of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- state whether particular matters have come to my attention.

**Basis of independent
examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

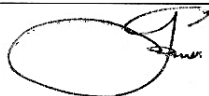
**Independent examiner's
statement**

In connection with my examination, no matter has come to my attention (~~other than that disclosed below~~ *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act
 have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

27 August 2025

Name:

Greville John NORMAN

Relevant professional
qualification(s):

CPFA AGP

Address:

Dukesend, 120 Dukes Avenue

Theydon Bois, Epping

Essex, CM16 7HF

RECEIPTS AND PAYMENTS ACCOUNT

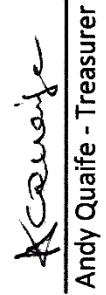
RECEIPTS AND PAYMENTS ACCOUNT		2025			2024		
	Notes	Unrestricted Funds	Designated Funds	Total Funds	Unrestricted Funds	Designated Funds	Total Funds
RECEIPTS							
Subscriptions Current Year		7,936		7,936	6,594		6,594
Subscriptions New Year		76		76	372		372
Gift Aid		1,324		1,324	1,169		1,169
Activities total	2,6		28,838	28,838		24,693	24,693
Group Hall Hire		3,544		3,544	2,640		2,640
Other Receipts	3	504		504	466		466
Total Receipts		13,384	28,838	42,222	11,241	24,693	35,934
PAYMENTS							
Activities total	2,6		29,124	29,124		23,736	23,736
Group Hall Hire		4,007		4,007	3,506		3,506
Monthly Meetings :							
Hall Hire		3,092		3,092	3,619		3,619
Speakers		1,042		1,042	915		915
U3A costs :							0
U3A Membership fee		0		-	1,664		1,664
Magazine/Other		1,387		1,387	1,117		1,117
Beacon		454		454	806		806
Newsletter/postage	4	662		662	355		355
Other costs	5	567		567	559		559
Total Payments		11,211	29,124	40,335	12,541	23,736	36,277
Surplus/(Defect) of receipts/payments		2,173	(286)	1,887	(1,300)	957	(343)
Accumulated balance brought forward		15,541	4,972	20,513	16,841	4,015	20,856
Total Funds		17,714	4,686	22,400	15,541	4,972	20,513
Represented by							
Current Accounts		132		132	315		315
Deposit Accounts		17,582		17,582	15,226		15,226
Activities Accounts	6		4,686	4,686		4,972	4,972
Total Cash		17,714	4,686	22,400	15,541	4,972	20,513
Represented by Funds							
Unrestricted Funds		17,714		17,714	15,541		15,541
Activities Funds	6		4,686	4,686		4,972	4,972
Total Funds		17,714	4,686	22,400	15,541	4,972	20,513

STATEMENT OF ASSETS AND LIABILITIES

	2025			2024		
	Unrestricted Funds	Designated Funds	Total Funds	Unrestricted Funds	Designated Funds	Total Funds
Assets						
Fixed Assets at WDV	7	212	0	-	-	-
Debtors - monies paid for future events						
Current accounts	132	4,686	4,819	315	4,972	5,287
Deposit accounts	17,582		17,582	15,226		15,226
Total Cash accounts	17,714	4,686	22,401	15,541	4,972	20,513
Total Assets	17,926	12,239	29,955	15,541	8,461	24,002
Liabilities						
National U3A - subscription	1,812	-	1,812	-	-	0
Invoices for May	1,059	276	1,335	1,084	276	1,360
Monies received for future events	-	7,880	7,880	-	4,782	4,782
Subscriptions in advance	76	-	76	372	-	372
Total Liabilities	2,947	8,156	11,103	1,456	5,058	6,514
Total Net Assets	14,979	4,083	18,852	14,085	3,403	17,488

The financial statements on pages 9 to 12 were approved by the trustees on 18/08/2025 and signed on their behalf by :


 Laura Blake - Chairman


 Andy Qualife - Treasurer

PRODING VALLEY UNIVERSITY OF THE THIRD AGE - Registered Charity No: 111616143
FINANCIAL STATEMENTS FOR THE YEAR FROM 1ST JUNE 2024 TO 31ST MAY 2025
NOTES TO THE FINANCIAL STATEMENTS

Note

1 Basis

The financial statements have been prepared in accordance with the requirements of the Charities Act 2011, and the Charities (Accounts and Reports) Regulations 2008 using the receipts and payments basis.

Income is recognised when cash/cheques are deposited in the bank, payments are recognised when cheques/electronic payments are issued.

2 Funds

Unrestricted funds represent the funds of the Roding Valley U3A that are not subject to any restrictions regarding their use and are available for application on the general purposes of the RVU3A.

Designated funds represent accounts held for specific outings and events, surplus amounts generally

represent monies paid in advance by members for upcoming outings and events and may vary from year to year depending on the timing of ticket sales/receipts and payments to suppliers.

3 Other Receipts

	2024	2025
0		2
0		0
466		502
466		504

4 Newsletter and related costs

RVU3A newsletter	234	231
Postage etc	428	124
Total	662	355

5 Other costs

Committee expenses	0	0
TBVH subscription	250	250
Group expenses	60	34
Sundry expenses	236	180
AGM expenses	22	95
	<u>567</u>	<u>559</u>

RODING VALLEY UNIVERSITY OF THE THIRD AGE - Registered Charity No: 1116143
FINANCIAL STATEMENTS FOR THE YEAR FROM 1ST JUNE 2024 TO 31ST MAY 2025
NOTES TO THE FINANCIAL STATEMENTS

6 Designated Funds

2024/25

Activities	Opening balance	Transfer In	Receipts	Payments	Closing balance
Outings	2,257		8,079	(8,557)	1,779
Social	1,659		2,106	(2,635)	1,130
Theatre	290		14,456	(14,180)	566
Bridge	541		2,607	(2,162)	986
Art Appreciation	220		-	-	220
Concerts	5		1,590	(1,590)	5
	4,972		28,838	(29,124)	4,686

2023/24

Activities	Opening balance	Transfer In	Receipts	Payments	Closing balance
Outings	1,553		5,722	(5,018)	2,257
Social	1,017		4,613	(3,971)	1,659
Theatre	219		10,846	(10,775)	290
Bridge	1,001		1,544	(2,004)	541
Art Appreciation	220		-	-	220
Concerts	5		1,968	(1,968)	5
	4,015	0	24,693	(23,736)	4,972

7 Fixed Assets

Fixed assets represent individual purchased items with a cost over £100. Estimated written down value is based on a depreciation rate of 25% p.a. applied to historic cost.

	Computer Equipment	Software	Microphones	Total
2025				
Cost	2,218	714	439	3,371
Depreciation	(2,218)	(714)	(227)	(3,159)
Written down value	-	-	212	212
2024				
Cost	2,218	714	227	3,159
Depreciation	(2,218)	(714)	(227)	(3,159)
Written down value	-	-	-	-