

TRUSTEES REPORT 2022 - 2023

On 15th June 2007 the Up Holland & District u3a was registered as a Charity and is administered by Trustees who are also the members of the Management Committee. The u3a is subject to the Charities Act and associated regulations, and the Trustees are accountable to the Charity Commission, as well as Members, for the administration of the u3a.

The Trustees (Management Committee) for the year 2022 – 2023 are:

Chair	Viv Newman	Vice Chair	Julian Finch
Secretary	Beth Turton	Assistant Secretary	Vacancy
Treasurer	Alan Hough	Assistant Treasurer	Linda Oakes
Membership Secretary	Jan Johnson	Asst. Membership Secretary	Hazel Pemberton
Beacon Administrator	Kevin Griffin	Communications/Publicity	Vacancy
Group Co-ordinator	Vacancy	Speaker Secretary	Hazel Pemberton

The Objects and Activities of the u3a are set out and governed by the amended (model) Constitution, adopted by the membership at the AGM held on 15th June 2021.

OBJECTS

The charitable purpose of the u3a is:

The advancement of education, and in particular the education of older people and those who are retired from full time work, by all means including associated activities conducive to learning and personal development in Up Holland and its surrounding locality.

ACTIVITIES

General

Up Holland & District u3a was started in 2005 by a small group of enthusiasts. During the year from 1st April 2022 to 31st March 2023 membership has increased very slightly and at the end of March stands at 749. The affairs of the u3a are administered by the management committee which meets regularly. The committee also meets with group leaders every six months. Up Holland & District u3a is affiliated to the Third Age Trust, the provider of Third Age Matters magazine, insurances, resources and advice. We are associated with other u3as in Lancashire, Merseyside and other areas through the NW Region of u3a and our local network.

The NW Region exists to provide contacts and information flow and to arrange study days for group leaders and members of the various u3as within the region.

The Beacon Management System enables us to manage our membership information, financial systems and group records, as well as providing secure record storage. Members are issued with a plastic bar-coded membership card which is scanned at coffee mornings, speaker meetings and some of the larger group meetings, and speeds up entry to the hall. Attendance numbers can also be monitored.

We have actively sought ideas about keeping our u3a vibrant and increased the opportunities to inform members about our u3a and how it is managed. U3a Day was celebrated by holding an event at St Teresa's Hall to showcase our activities. Most of the attendees were current members with a small number of visitors, only a few of whom went on to join our u3a.

Interest Groups

At the end of the period 52 groups were running. No waiting lists were reported. Efforts were being made to encourage the introduction of a number of new groups, which it is hoped will interest sufficient people, to begin in the coming weeks.

RESOURCES

The membership fee for the year has proved to be adequate to meet the u3a running expenses.

FINANCIAL RESOURCES

At the end of our 18th year, Up Holland & District u3a is again in a reasonable financial position. As a result, the Trustees have decided to keep the membership fee for 2023/2024 at £10 pa, with an additional admin. fee of £2.50 for all new members. Existing members who do not renew before the 31st May will also be charged this admin. fee as they will be deemed to be a new member. Members who can show current membership of another U3A are charged a reduced fee.

The accounts have been prepared on a 'receipts and payments' basis, and therefore any surplus/deficit on the group accounts arises solely from the timing of receipts and payments. Capital expenditure within the general accounts is fully written off in the year of purchase.

Balances in the General Account and the Investment Funds are healthy, as the Annual Accounts show. The principal source of income this year is from subscriptions. The main items of expenditure are Capitation Fees payable to the Third Age Trust, licences, insurances, printing and postage for 'Third Age Matters' and voting papers and the cost of speakers at monthly meetings etc.

Future expenditure is forecast to rise with an increase in the Third Age Trust membership subscription fee and Beacon administration charges being under review.

Financial reserves are however very slightly higher than our current policy guidelines, and the effect of any potential changes will continue to be monitored by the Trustees during 2023/2024.

Money surplus to immediate requirements is invested in the Charities Official Investment Fund (COIF) where interest is paid without deduction of tax. In common with most investments, the returns of interest have again remained low but stable.

THE FUTURE

Despite the enthusiasm of group leaders, members and committee our u3a is still struggling to reach the membership numbers it attained pre-covid; membership at the end of March 2023 was 749 against the 2020 figure of 891. A number of people are also coming to the end of their tenure as committee members and, at the time of reporting, efforts were being made to recruit officers, without whom our u3a cannot continue. Despite this, current committee members are looking ahead to the organisation of an event to mark the coronation in May and the next u3a Day in September.

The Trustees have approved the Trustees report as above

Signed on behalf of the Charity's Trustees

V A Newman

Date: 20 April 2023

Chair

UPHOLLAND AND DISTRICT U3A ACCOUNTS 2022/2023

	YEAR TO 31/03/2023	2021/2022
CONSOLIDATED ACCOUNTS	INCOME £	EXPENDITURE £
Membership fees	7517.50	4345.00
Donations	0.00	0.00
Sale of books	400.00	130.00
Sale of cards	3.00	0.00
Door receipts	1535.00	391.30
Gift Aid	485.05	1006.04
Tree donations	32.90	1152.00
Purchase of trees		-534.90
Third Age Trust membership fee		-2824.00
Cups		-603.00
AGM costs/ training expenses		-78.70
Guest speakers		-709.00
Rent and wifi - st teresas/artz		-2225.08
Stationery and printing		-865.70
Diaries		37.75
Refreshments		-250.63
Beacon		-739.00
Capital expenditure		-521.49
Computer expenses		-231.44
U3A magazine postage		-1139.17
Electrical testing		-62.00
Relaunch		0.00
Picnic in the park event		-170.30
Copyright licence		0.00
Group transfers / set up		88.90
U3A Day		0.00
Zoom licences		0.00
Hospitality		0.00
Xmas event		-35.31
Group Event Income	43911.81	23148.15
Group Meetings Income	8041.78	6086.60
Group event refunds		0.00
Group Event Expense		-28523.11
Group Coach Hire		-14390.00
Group Hall Hire		-8766.56
Group Meeting Expense		-547.00
Interest received on investment account	185.09	4.44
Sub totals	62112.13	-63089.74
DEFICIT ON CONSOLIDATED ACCOUNTS	-977.61	2040.88
Brought forward 1/4/2022	32213.93	
BALANCE AT 31/3/2023	31236.32	

UPHOLLAND AND DISTRICT U3A ACCOUNTS 2022/2023

YEAR TO 31/03/2023

2021/2022 YEAR

CURRENT ACCOUNT	INCOME £	EXPENDITURE £	£
Membership fees	7517.50		4345.00
Donations	0.00		0.00
Sale of books	400.00		130.00
Sale of cards	3.00		0.00
Door receipts	1535.00		391.30
Gift Aid	485.05		1006.04
Tree donations	32.90		1152.00
Purchase of trees		-534.90	-650.00
Third Age Trust membership fee		-2824.00	-2523.50
Cups		-603.00	-151.00
AGM costs/ training expenses		-78.70	-2.80
Guest speakers		-709.00	-420.00
Rent and wifi - st teresas/artz		-2225.08	-1356.93
Stationery and printing		-865.70	-1490.17
Diaries		37.75	-18.49
Refreshments		-250.63	-100.63
Beacon		-739.00	-771.00
Capital expenditure		-521.49	-279.57
Computer expenses		-231.44	-256.02
U3A magazine postage		-1139.17	-1721.12
Electrical testing		-62.00	-61.00
Relaunch		0.00	-355.02
Picnic in the park event		-170.30	0.00
Copyright licence		0.00	-60.00
Group transfers / set up		88.90	-35.00
U3A Day		0.00	-160.44
Zoom licences		0.00	-167.90
Hospitality		0.00	-52.96
Xmas event		-35.31	-120.64
Totals ytd	9973.45	-10863.07	
DEFICIT ON CURRENT ACCOUNT	-889.62		-3729.85
Brought forward 1/4/22	4048.72		
BALANCE AT 31/3/2023	3159.10		

Note - details of capital expenditure

Beacon for walking	150.60
Defibrillator (share)	370.89
	<u>521.49</u>

UPHOLLAND AND DISTRICT U3A ACCOUNTS 2022/2023

	YEAR TO 31/03/2023		YEAR 2021/2022
GROUP ACCOUNT	INCOME	EXPENDITURE	
	£	£	£
Group Event Income	43911.81		23148.15
Group Meetings Income	8041.78		6086.60
Group event refunds		0.00	-24.00
Group Event Expense		-28523.11	-14369.81
Group Coach Hire		-14390.00	-2690.00
Group Hall Hire		-8766.56	-5871.25
Group Meeting Expense		-547.00	-513.40
Sub-totals	51953.59	-52226.67	
DEFICIT ON GROUP ACCOUNT	-273.08		5766.29
Brought forward 1/4/2022	17720.79		
BALANCE AT 31/3/2023	17447.71		



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

UPHOLLAND AND DISTRICT U3A

**On accounts for the year
ended**

31st MARCH 2023

**Charity no
(if any)**

1119682

Set out on pages

1&2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2023

**Responsibilities and
basis of report**

As the charity trustees of the Trust, 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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 that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

G. G. Smith

Date:

10/05/2023

Name:

JAMES GERALD SMITH

**Relevant professional
qualification(s) or body
(if any):**

RETIRED BANKER

Address:

FLAT 4, 249 WIGAN ROAD, STANDISH, WIGAN WN1 2RF

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE

UPHOLLAND AND DISTRICT U3A ACCOUNTS 2022/2023

	Balances at	31/03/2023	31/03/2022
		£	£
CURRENT		3159.10	4048.72
GROUPS		17447.71	17720.79
PETTY CASH		5.04	5.04
CHARITIES INVESTMENT FUND		10624.47	10439.38
TOTAL		<u>31236.32</u>	<u>32213.93</u>

TREASURER
A HOUGH

A. Hough

SECRETARY
E TURTON

E. Turton

INDEPENDENT EXAMINER
G SMITH

G. Smith

DATED

10/05/2023