

# **Bishop's Stortford University of the Third Age**

**Registered charity number 1132055**

## **Trustees' Annual Report**

### **Introduction**

The trustees submit their report and the accounts of Bishop's Stortford University of the Third Age (the charity) for the year ended 31 December 2024. The accounts have been prepared based on the accounting policies set out in the notes to the accounts and comply with the charity's constitution and the Charity commission's guidance in relation to charities with annual income falling within the range of £25,000 to £250,000.

### **Structure, governance and management.**

The governing document of Bishop's Stortford University of the Third Age is its constitution adopted on 14<sup>th</sup> April 2014, amended on 11<sup>th</sup> March 2019 and updated on March 2022. The charity was entered on the register of charities on 9<sup>th</sup> October 2009 under charity number 1132055 and accepted as a charity for tax (gift aid) purposes under reference XT22494 on 4<sup>th</sup> February 2010.

### **Recruitment and appointment of new trustees**

The charity's constitution requires that new appointments of trustees must be nominated by two members of the charity (not themselves being trustees at the time of signing the nomination form) and duly elected by the membership at an annual general meeting. In addition, the existing trustees may appoint a member to fill a casual vacancy amongst the trustees and may also co-opt up to two trustees as long as the total number of trustees does not exceed 12 at any time. In the latter case, the newly appointed co-opted trustees will remain in office until the next annual general meeting. All trustees serve for a fixed three year term at the end of which they may stand for re-appointment for a further three year period, to give a maximum period of six years' service in the same office. At the end of that period an individual may stand again for a different office for a three year period, but no individual can serve more than nine years consecutively on the committee.

The following trustees held office throughout the period from 1<sup>st</sup> Jan2024 to 31<sup>st</sup> Dec 2024

Sue Rayner Jacobs – Chair

Jacqui Cable – secretary

Alice Dain -Treasurer

Charis Bailey

Judith Monaghan

Roz Howlett

Other changes in trustees holding office during 2024

Stuart Jacobs, died February 2024

Jim Paterson- Vice Chair from 1st April 2023, resigned 31<sup>st</sup> March 2024

Jack Treves- Assistant Treasurer from 1<sup>st</sup> April 2023, resigned 31<sup>st</sup> March 2024

Carole Scott, resigned 31<sup>st</sup> March 2024

Kath Hird, resigned 31<sup>st</sup> March 2024

Gerry Sumpter, appointed 1<sup>st</sup> April 2024 resigned 1<sup>st</sup> July 2024

Steve Howe, appointed 1<sup>st</sup> April 2024

Lesley Pamphlett, appointed 1<sup>st</sup> April 2024

Agustin Tristan, appointed 1<sup>st</sup> April 2024

Rebeca Aldave, appointed 1<sup>st</sup> April 2024

Katharine Rutherford- Assistant Treasurer, appointed 13<sup>th</sup> May 2024

## **Objectives and Activities**

The objectives of the charity are the advancement of education of older people and those who are not in full time employment, and who are living in the vicinity of Bishop's Stortford in Hertfordshire.

In planning the activities of the charity, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit and in particular to its supplementary public benefit guidance on advancing education.

The trustees have also taken into account the Third Age Trust ethos when planning the charity's activities for the year. In summary, the Third Age Trust ethos is as follows

# To be a self-help organisation run entirely by volunteers

#To look to members to give time and effort to advance the charity's objectives and to learn from each other.

## **Achievements and Performance**

The charity continues to support the interest groups. There are currently 60 active interest groups with 452 members participating in one or more groups.

There were 60 interest groups at the end of 2024. (55 at end 2023)

There were 9 trips and outings in 2024, which is the same number as during 2023.

There were 725 members of the U3A at the end of 2024 (same number as at the end of 2023).

The monthly general meetings are well attended with an average attendance of 125 members.

### **Financial Review**

Our reserve policy is to maintain free cash balances within the range of 2 to 5 months of unrestricted expenditure. At the end of 2022, our free cash amounted to 4.8 months of unrestricted expenditure. This rose to 8.5 months of unrestricted expenditure by the end of 2023. This figure fell to 5.2 months at the end of 2024 as expenditure increased on trips and outings.

# BISHOPS 'S STORTFORD U3A

## RECEIPTS AND PAYMENTS FOR YEAR ENDED 31st DECEMBER 2024

	MAIN ACCOUNT	GROUPS ACCOUNT	CHARITY COMMISSION ANNUAL RETURN	Year ended December 2023
	£	£	£	
<b>RECEIPTS</b>				<b>RECEIPTS</b>
Subscriptions	10,904	14,529		Subscriptions 23,311
Gift Aid	1,118			Gift Aid 1,182
Interest	273			Interest 264
Sundry	1,806			Sundry 555
Sale of outings tickets	32,787	6,831		Sale of outings tickets 17,428
Key deposits	150			
<b>TOTAL RECEIPTS</b>	<b>47,038</b>	<b>21,360</b>	<b>COMBINED RECEIPTS</b>	
			<b>TOTAL</b>	<b>Total Receipts</b>
			<b>68,398</b>	<b>42,740</b>
<b>PAYMENTS</b>				<b>Expenses</b>
Outing costs	34,879	6,700		Outing costs 14,259
Groups expenses		13,455		Groups expenses 12,628
Capitation TAT	2,560			Capitation TAT 2,592
Hall hire	1,950			Hall hire 1,834
TAM magazine	2,037			TAM magazine 1,958
Beacon fees	641			Beacon fees 648
Printing/photocopying	2,854			Printing/photocopying 2,804
Speakers	1,335			Speakers 1,190
Catering	33			Catering 28
Stationary	48			Stationary 32
Postage/telephone	7			Postage/telephone 25
Miscellaneous	396			Miscellaneous 189
Key deposits	50			Key deposits 350
<b>TOTAL PAYMENTS</b>	<b>46790</b>	<b>20,155</b>	<b>COMBINED PAYMENTS</b>	
			<b>TOTAL</b>	<b>Total payments</b>
			<b>66945</b>	<b>38,537</b>
			<b>SURPLUS</b>	<b>Surplus</b>
			<b>1,453</b>	<b>4,203</b>

The accounts set out on pages one to two were approved by the trustees on 4th February 2025 and signed on their behalf by the treasurer Alice Dain

Alice Dain

## BISHOPS 'S STORTFORD U3A

### CASH 31st DECEMBER 2024

	£
Main Bank Account	3,224
Groups Bank Account	6,233
Savings Account	19,030
Petty Cash	250
<b>TOTAL</b>	<b><u>28,737</u></b>

### CASH 31st DECEMBER 2023

	£
Main Bank Account	2,781
Groups Bank Account	5,370
Savings Account	18,757
Petty Cash	376
<b>TOTAL</b>	<b><u>27,283</u></b>

## Notes to the accounts for the year ended 31st December 2024

**All funds are unrestricted**

### Accounting Policies and Conventions

The principal accounting policy of the charity is the receipts and payments method of accounts, as permitted by the charity commission.

### Reconciliation of funds

Cash balances @ 1st January 2024	27283
Add surplus for 2024	<u>1453</u>
Cash balances @ 31st December 2024	<b><u>28737</u></b>

Alice Dain



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity Name

Bishop's Stortford Third Age Trust

#### On accounts for the year ended

31 December 2024

Charity no  
(if any)

1132055

#### Set out on pages

1 to 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2024.

#### Responsibilities and basis of report

As the charity's 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 Trust's 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.

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

Signed:

Date:

07/02/2025

Name:

Peter Bass FCCA director Morannedd Ltd

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

Morannedd Ltd  
Chartered Certified Accountants  
26 Parsonage Lane

Address:

Bishops Stortford  
Herts  
CM23 5BG

(if any):

Address:

## Section B

### Disclosure

Only complete if the examiner needs to highlight material 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.

--