



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1 April 2023 To 31 March 2024

Charity name: Southwell u3a

Charity registration number: 11323337

### Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The advancement of education and in particular, the education of older people and those who are retired from full time work, including activities conducive to learning and personal development.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>1. Members form groups to explore, study and undertake various topics, activities, experiences and academic subjects. These groups are led by the members for the members. The underlying paradigm is firmly in the self-help area. People study and learn for their own benefit. Most groups meet on a monthly basis, but some meet more frequently.</p> <p>2. The u3a organises a series of events that all members can subscribe to. A regular meeting once a month, with a speaker and ad hoc visits (about 6 each year) give members a chance to explore topics and subjects that they are not regularly engaged with.</p> <p>3. Workshops focussing on specific topics are organised by the u3a, specifically to assist members with issues pertinent to the third age e.g., First Aid, staying safe online and saving energy.</p> <p>All trustees will have read the statutory guidance and the Treasurer, in particular, regularly refers to this at trustee meetings.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All charity trustees have regard to the commission's public benefit guidance

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

**Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The membership of Southwell u3a is around 840 as at March 2024.</p> <p>We now have over 70 active groups, covering a range of activities such as walking, indoor climbing, geopolitics, film appreciation, photography, canasta and jewellery making. New groups are formed when old groups come to an end. Numbers in groups vary from about 6 to over 30.</p> <p>Southwell u3a has also increased the learning opportunities by organising workshops that focus on issues common to people in their third age. These have included using smart phones, first aid, plumbing and energy saving.</p> <p>As our members are in their third age it would not be presumptuous to declare that the trust is having a beneficial effect to the health of our community. There is plenty of research that demonstrates that healthy minds lead more often than not to healthy bodies. In addition, some of our groups major on healthy exercise and activity.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The changes to the membership renewal date to 1 <sup>st</sup> March helped us finish the year with a healthy bank balance ready to start the 2024/25 fiscal year. The 1 <sup>st</sup> April is now the peak of our income with our subscriptions collected for the forthcoming year. This means that we can start the new year with financial confidence.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The charity has established a reserves policy, which sets out why reserves are needed, and the target level of reserves. The charity needs to hold reserves for the following reasons:</p> <ol style="list-style-type: none"> <li>1. To cover for periods in the financial year should outgoings exceed income</li> <li>2. To cover for risks such as a supplier failure, excesses in the event of an insurance claims, replacement of capital items, over the amount set out in the annual budget etc</li> <li>3. To set aside funds for future growth and development.</li> </ol> <p>The policy aims to keep a minimum level of reserves adequate to cover 1-3 above, but not to exceed the equivalent of 6 months total annual expenditure.</p> <p>The charity holds three accounts with a total surplus at the end of the financial year of £6,285 (£5,085 unrestricted funds and £1,200 restricted funds)</p>
Amount of reserves held	Para 1.22	£13,991
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The charity's principal source of funds is membership subscriptions supplemented by HMRC Gift Aid. This supports the delivery of those activities which are set out above, by funding speakers and events, newsletters, affiliation fees to our parent body (Third Age Trust) and capital equipment etc.



Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	<ol style="list-style-type: none"> <li>1. Increased costs</li> <li>2. Reduction in membership</li> </ol>
Other		In 2024/25 we have several capital items of equipment that need replacing due to age.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trustees incorporated as a body
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Election at AGM

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Southwell u3a
Other name the charity uses	Southwell and District u3a
Registered charity number	11323337
Charity's principal address	Room 27 The Minster Centre Church Street SOUTHWELL Nottinghamshire NG25 0HD

**Names of the charity trustees who manage the charity**

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Brian Platts	Chair		
2	Marjorie Bramhill	Vice Chair		All members
3	Janette Clarke-Humphries	Treasurer		All members
4	Nadina Lincoln	Secretary		All members
6	Viv Barnett			All members
7	Ann Powers			All members
8	Jane Zdanowski			All members
9	Annabel Kingsbury			All members
10	Jean Hogg			All members
14	Tony Mellor			All members
15	Miriam Tate			All members
16				All members
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved		
Director name		

[illegible]

Name of trustees holding title to property belonging to the charity	Trust	Date of vesting

[illegible]

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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### Exemptions from disclosure

Reason for non-disclosure of key personnel details

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### Other optional information



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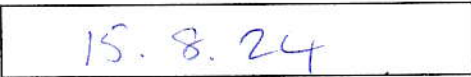


Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Brian Platts	Nadina Lincoln
Position (eg Secretary, Chair, etc)	Chair 2023-2024	Secretary

Date 



## Receipts and payments accounts

CC16a

For the period  
from

01/04/2023

To

31/03/2024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Membership Subscriptions	16,394	-	-	16,394	19,414
Visitors donations	104	-	-	104	107
Sale of diaries	185	-	-	185	193
Hire of office	-	-	-	-	60
Gift Aid Tax Return	2,445	-	-	2,445	2,131
Development Fund	339	-	-	339	-
Miscellaneous Income	307	-	-	307	1,974
Interest groups - receipts from group members	-	17,054	-	17,054	15,484
Social - trips, events & visits	-	16,403	-	16,403	18,514
<b>Sub total (Gross income for AR)</b>	<b>19,772</b>	<b>33,457</b>	<b>-</b>	<b>53,229</b>	<b>57,876</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>19,772</b>	<b>33,457</b>	<b>-</b>	<b>53,229</b>	<b>57,876</b>
<b>A3 Payments</b>					
Hire of venue for monthly meetings	1,653	-	-	1,653	1,191
Office Costs	1,454	-	-	1,454	2,173
Affiliation Fees	3,020	-	-	3,020	2,684
Beacon Fees	783	-	-	783	743
Diaries Purchased	176	-	-	176	164
U3a Journal	1,847	-	-	1,847	1,853
Newsline	949	-	-	949	882
Speakers	1,133	-	-	1,133	851
Equipment (capital)	-	-	-	-	96
Equipment (other)	-	-	-	-	242
Groups Support	246	-	-	246	125
New Members meeting	-	-	-	-	-
Workshops	522	-	-	522	-
Administration	1,175	-	-	1,175	1,146
Refreshments monthly meetings	405	-	-	405	384
Website	129	-	-	129	129
Licences	-	-	-	-	60
Group Development	138	-	-	138	-
SumUp Fees	25	-	-	25	17
Miscellaneous Expenditure	1,032	-	-	1,032	719
Interest Groups Payments	-	15,383	-	15,383	14,581
Social - Trips, Events & Visits	-	16,874	-	16,874	19,360
<b>Sub total</b>	<b>14,688</b>	<b>32,257</b>	<b>-</b>	<b>46,944</b>	<b>47,399</b>
<b>A4 Asset and investment purchases. (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>14,688</b>	<b>32,257</b>	<b>-</b>	<b>46,944</b>	<b>47,399</b>
<b>Net of receipts/(payments)</b>	<b>5,085</b>	<b>1,200</b>	<b>-</b>	<b>6,285</b>	<b>10,478</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>5,085</b>	<b>1,200</b>	<b>-</b>	<b>6,285</b>	<b>10,478</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Bank	28,582	7,024	-
	Cash in Hand	25	442	-
		-	-	-
	<b>Total cash funds</b>	<b>28,606</b>	<b>7,466</b>	<b>-</b>

(agree balances with receipts and payments account(s))

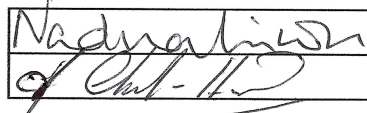
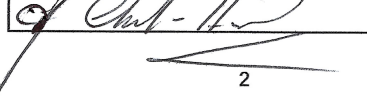
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Computers / Printers / Photocopiers	Unrestricted	-	-
	Projectors, visualisers	Unrestricted	-	-
	Scrrrens	Unrestricted	-	-
	Tables & Chairs	Unrestricted	-	-
	Audio Equipment	Unrestricted	-	-
	PA Systems	Unrestricted		
	Staging	Unrestricted		
	Filing Cupboards	Unrestricted		
	Water Boilers	Unrestricted	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	NADINA LINCOLN	18/7/24
	JANETTE CLARKE-HUMPHRIES	18/7/24





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<b>A6 Cash funds last year end</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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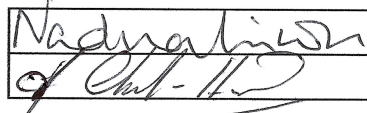
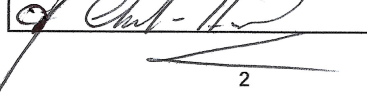
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	Audio Equipment	Unrestricted	-	-
	PA Systems	Unrestricted		
	Staging	Unrestricted		
	Filing Cupboards	Unrestricted		
	Water Boilers	Unrestricted	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	NADINA LINCOLN	18/7/24
	JANETTE CLARKE-HUMPHRIES	18/7/24