

NORTHWOOD AND DISTRICT UNIVERSITY OF THE THIRD AGE

Registered Charity Number 1144907

ANNUAL REPORT (6 Pages)

for the period 1st July 2020 to 30th June 2021

Principal Address

45 Ivy House Road
Ickenham
Uxbridge
UB10 8NG

Names of the Trustees During the Year to 30 June 2021

Elizabeth Andrews	Secretary	
Keith Cains	Treasurer	
Tricia Hooper	Membership Secretary	
Rob Thomasson	Chairman	
Pauline Butterworth		01/07/2020 - 04/11/2020
Roger Calverley	Asst Treasurer	
Alan Lester	Vice Chairman	
Michael Peters		
Ann Smith		
Wendy Wyatt		

Type of Governing Document

Northwood & District University of the Third Age was established by constitution as an Unincorporated Association.

Trustee Selection Method

Trustees are elected annually by members at the Annual General Meeting.

Objectives

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.

Main Activities Undertaken

The provision and support of around sixty groups for study, learning and leisure. There is a monthly meeting open to all members at which information is given about future activities and usually there is a speaker to give a talk on a subject considered to be of interest to members. A quarterly newsletter is issued and there is a website with group details in addition to policy statements.

Statutory Declaration

It is confirmed that trustees have had regard to the guidance issued by the Charity Commission on public benefits.

Chairman's Report

So that was the year (and some) that time stood still. Nevertheless our u3a was active throughout the period whenever and however possible. Last October we had 766 members and now (August 2021) we have 713 members which, given natural losses and moves, as well as the reduced ability to operate, is a heartening indicator of the health of our u3a and of the belief in our mutual future.

During the past year 22 interest groups used our Zoom Pro licences for 67 sessions every month, whilst further groups met using Zoom Basic licences. There were 12 monthly (general) talks by Zoom as well as 19 ABP (Architecture, Buildings and Places) talks and 1 History Group talk. When permission was given by the speaker, the talks were recorded. The last 5 recordings were hosted on YouTube and each has been watched between 60 and 80 times. In addition we were able to join talks and courses run by the Third Age Trust, by the London Region, and by other u3as within the London Region.

Our pandemic newsletter Viral Times completed its run of 20 issues which were sent by email where possible and by post to those without an email address. Multiple email bulletins were issued each month.

Some interest groups were able to meet in person when government restrictions, and the weather, allowed. Groups are now returning to Fairfield and other venues at a speed that suits the individual groups and their members.

With the exception of Michael Peters, the current committee are seeking re-election at the AGM. Michael has been a rigorous and engaged committee member but over and above that he has been essential in hosting and guiding new members at our physical general meetings and making them feel welcome. It is so important that we actively help new members to make connections and find their place within our u3a, and we hope that Michael will continue to deploy his panache to that end.

If you are interested in joining the committee then please get in touch and get nominated. You will be welcome. We need new members that want to work for our u3a and help us find the balance as new and old activities spark in the post-Covid world. I am greatly indebted to the current committee for all of their unstinting effort and support without which we would not have been able to continue to function.

Our u3a recorded a surplus for the financial year to 31 June 2021 against an expected financial deficit for the period. This variation happened because our budget was based on a return to Fairfield, and other venues, in January of this year and of course that did not happen. Consequently, the committee is recommending that the membership fee continue at the reduced level of £20 for the year starting 1 November 2021. We expect that discounting the fee to £20 will cause us to record a deficit for the financial year to 30 June 2022 – one that will both counterbalance our 2020/2021 surplus and also use up enough of our reserves so that we are no longer in excess of the limits set by our financial policy.

Northwood & District u3a formally got underway with its first monthly meeting in July 2011 so we have now passed the ten year mark. We could not recognise this decade of success in any meaningful way this year so we want to do that in 2022. Any and all ideas on how best to achieve that are welcome.

Finally, my thanks to you all, on behalf of you all, for the camaraderie of mutual support that you have engendered during this past year. Life in the pandemic would have been much harder without our u3a.

Treasurer's Report

Basis of Reporting - The accounts for the period 1st July 2020 to 30th June 2021, referred to as this year have been prepared on a receipts and payments basis and in accordance with Charity Commission rules. All activities must be treated equally but for ease of understanding these have been sub-divided between social and core activities. "Social activities" are entirely self-financing and are inflated by high-cost items such as theatre visits and days out. As with any rule there may be exceptions, but they are of no significance. Annual accounts are intended to give an indication of what has happened during the year to which they apply and are correct at a specific date, in this case 30th June.

Income & Expenditure – The main points for core activities are as follows (2019/20 in brackets):

- ~ Income of £14,240 (£23,700) from subscriptions was received from 712 (793) members who all paid £20 for the membership year 2020/21
- ~ The total number of payments received dropped by 81 compared to 2019/20. The financial year should not be confused with the membership year which ends on October 31st.
- ~ Income from interest dropped by £99. The rate that we receive is in line with market rates.
- ~ Gift Aid is a refund of tax paid on subscriptions and was £2,924 (£3,051) a drop of £127.
- ~ Rental payment of just £413 (£14,266) was a huge reduction of £13,853, a result of lockdown.
- ~ Printing & Stationery has fallen to £608 (£997) mainly due to fewer paper newsletters
- ~ With no afternoon tea and no meetings at Fairfield, there was no expenditure on catering.
- ~ The £574 for equipment was spent on updating a laptop for the use of the newsletter editor.
- ~ The U3A magazine costs £3.10 per delivery address, and this year the overall charge was £1,082 (£712). Last year benefitted from a refund of £400 due to an overcharge the previous year.
- ~ The cost of speakers rose to £1,925 (£505). Due to lockdown the committee agreed that payment for ABP speakers, normally borne by the ABP account, would be financed from the main account. These talks were made available to any member who wished to join in on Zoom.
- ~ Membership of the Third Age Trust is charged at £3.50 per member registered at the end of March. Previously this charge was levied on the maximum number of members during the year. The £2,436 (£2,856) was a drop of £420 on last year.
- ~ Fees paid for use of the Beacon system fell by £68 to £703 (£771). This reduction reflects a fall in our membership.
- ~ Monthly meetings have been via Zoom and some groups have taken the opportunity to hold remotely. The cost of the licences for this year has been £1,379.
- ~ Other licences/fees of £247 cover recording rights and fees for the collection of direct debits.
- ~ The Other £223 is for any other minor items.
- ~ The Co-op and NatWest Bank accounts are in regular use while the reserve account, with a balance that increased by £4046 to £29,056 (£25,010) continues to be held with Virgin Money.
- ~ The surplus is shown as £7,556 (£3,367) including social activities which are self-financing.
- ~ Without social activities the figure produces a surplus of £6,399 (£4,245).

The figures above all refer to core activities which are supported by the annual subscription. Of the others Architecture, Building and Places is the only group that normally administers its own account, reporting directly to the Treasurer. In the current year there has been no activity on this account.

The remaining six "social activities" (day trips, London walks, social events, theatre bookings, visits, and walking holidays) all work on a similar basis to each other. Events, visits etc. are organised and costed so that individuals pay a fair price. This year there has been very little activity as demonstrated by the overall cost of £17,746 (£37,648). These figures refer to payments made by members for individual trips and outings.

Treasurer's Report (continued)

Summary – The operation of our U3A's core activities resulted in a surplus of £6,349 (£4,247) against an expected shortfall in the region of £5,500. The largest single item to account for this was the hire of premises. The budget had allowed for expenditure of £11,000 on the basis that normality would start to resume at the beginning of January. In fact, the country went into lockdown again and only £413 was paid out during the year.

Subscription Charge for 2021/22 - The annual subscription is approved by members at the AGM. This year a subsidy was introduced so that members paid £20 each. Over the last two years there has been a combined surplus of around £10,500, effectively pushing the reserve to an unduly high level. The committee recommends that a subsidy should continue for another year with the subscription remaining at £20 per member. At that rate, the budget for core activities in 2021/22 indicates a possible shortfall in the region of £10,000 compared to a surplus of £6,399 this year. This shortfall would reduce the reserve to an acceptable level. It is the opinion of the committee that this would be prudent, and you will be asked to confirm at the AGM that the subscription charge for 2021/22 will be £20 per member.

Examination of Accounts – The accounts have been approved by our examiner Barbara Hall, who is the treasurer of Hillingdon u3a.

Policy on Reserves

The U3A aims to keep a level of reserves that will cover six to twelve months of regular operating activity. This is considered by the committee to be a reasonable level for this type of charity. Social activities, such as theatre visits and days out, are excluded from this figure as they are entirely self-financing.

Principal Source of Funds

The main source of Income is from the membership subscription which was £20 for the full year. This represented a discount of £10 on the previous year as a result of a surplus brought about by the lack of face-to-face activities during the lockdowns due to the pandemic.

Declaration

The trustees declare they have approved this annual report.

Signed on behalf of the trustees



Robert William Thomasson
Chairman



Keith Cains
Treasurer

Date: 22nd December 2021

INCOME & EXPENDITURE ACCOUNTS FOR YEAR ENDED 30TH JUNE 2021

<u>INCOME</u>	<u>2019/20</u>	<u>2020/21</u>
ARCHITECTURE, BUILDINGS & PLACES	£ 1,673	£ -
SOCIAL EVENTS TEAM	£ 1,856	£ -
DAY TRIPS	£ 4,470	£ -
LONDON WALKS	£ 3,112	£ 1,146
THEATRE	£ 11,366	£ 2,267
VISITS	£ 5,716	£ -
WALKING HOLIDAYS	£ 8,575	£ 16,280
SOCIAL ACTIVITIES	£ 36,768	£ 19,693
INCOME FROM SUBSCRIPTIONS	£ 23,700	£ 14,240
INTEREST	£ 145	£ 46
GIFT AID	£ 3,165	£ 2,924
CORE ACTIVITIES	£ 27,010	£ 17,210
TOTAL INCOME	£ 63,778	£ 36,903
<u>EXPENDITURE</u>	<u>2019/20</u>	<u>2020/21</u>
ARCHITECTURE, BUILDINGS & PLACES	£ 1,745	£ -
SOCIAL EVENTS TEAM	£ 2,251	£ -
DAY TRIPS	£ 5,042	£ -
LONDON WALKS	£ 3,926	£ 18
THEATRE	£ 10,916	£ 2,218
VISITS	£ 5,288	£ -
WALKING HOLIDAYS	£ 8,480	£ 16,250
SOCIAL ACTIVITIES	£ 37,648	£ 18,486
HIRE OF PREMISES	£ 14,266	£ 413
PRINTING & STATIONERY	£ 997	£ 608
POSTAGE	£ 1,801	£ 1,272
CATERING	£ 221	£ -
AFTERNOON TEA FOR NEW MEMBERS	£ -	£ -
EQUIPMENT	£ -	£ 574
THIRD AGE MATTERS	£ 712	£ 1,082
SPEAKERS	£ 505	£ 1,925
MEMBERSHIP OF THE THIRD AGE TRUST	£ 2,856	£ 2,436
BEACON	£ 771	£ 703
LICENCES (FORMERLY OTHER)	£ 251	£ 1,379
FEES (FORMERLY OTHER)	£ 161	£ 246
OTHER	£ 222	£ 223
CORE ACTIVITIES	£ 22,763	£ 10,861
TOTAL EXPENDITURE	£ 60,411	£ 29,347
TOTAL INCOME	£ 63,778	£ 36,903
TOTAL EXPENDITURE	£ 60,411	£ 29,347
SURPLUS / (DEFICIT)	£ 3,367	£ 7,556

BALANCE SHEET AS AT 30TH JUNE 2021

<u>RESERVE</u>		<u>2019/20</u>		<u>2020/21</u>
BROUGHT FORWARD	£	27,514	£	30,881
SURPLUS / (DEFICIT)	£	3,367	£	7,556
CARRIED FORWARD		<u>£ 30,881</u>		<u>£ 38,437</u>
<u>REPRESENTED BY</u>				
CO-OP BANK ACCOUNT	£	1,688	£	3,977
CASH IN HAND	£	137	£	151
VIRGIN RESERVE ACCOUNT	£	25,010	£	29,056
NATWEST ACCOUNT	£	4,046	£	5,253
		<u>£ 30,881</u>		<u>£ 38,437</u>

*In my opinion the above accounts give a true and fair view of the
Northwood & District U3A Accounts*

BARBARA HALL : Treasurer of Hillingdon U3A

B. Hall 25/8/21