



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Sep	2022		31	Aug	2023

## Section A

## Reference and administration details

**Charity name** Shrewsbury U3A

**Other names charity is known by** None

**Registered charity number (if any)** 1148657

**Charity's principal address** c/o Dyke Yaxley

1 Brassey Road, Old Potts Way

Shrewsbury Shropshire

**Postcode**

**SY3 7FA**

### 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	Jonathon Mutch	Chairperson		
2	Mike Rees	Vice-Chair		
3	Ian Peterson	Secretary		
4	Michael Masterson	Treasurer		
5	Alwyn Winter			
6	Jenny Masterson			
7	Norman Jones			
8	Jan Dale			
9	Patti Cooke			
10	Don Burgess			
11	Keith Winter			
12	Pat Coulthard-Jones			
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22				
23				

**Names of the trustees for the charity, if any, (for example, any custodian trustees)**

Name	Dates acted if not for whole year

**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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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document (eg. trust deed, constitution)	Constitution – revised 18 October 2021
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	Officers and other Committee Members are appointed by the membership at the Annual General Meeting

**Additional governance issues (Optional information)**

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity's organisational structure comprises a maximum of 5 Officers (Chair, Vice Chair, Past Chair, Treasurer and Secretary). In addition between 5 and 10 other Committee Members can be appointed. The charity works with the Third Age Trust, West Midlands U3A Region and Shropshire U3A Network.

The Chair, Vice Chair and Past Chair shall have a maximum term of 2 years. The Treasurer and Secretary shall have a maximum term of three years.

During the financial year the Executive Committee has approved actions to:

- Continue to operate safely, having regard to the ongoing Covid experience, and
- Recover membership from the decline that resulted from the 2020 Covid lockdown

## Summary of the objects of the charity set out in its governing document

The charitable purpose of Shrewsbury 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 activities conducive to learning and personal development, in Shrewsbury and its surrounding locality.

## Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by *the Charity Commission on public benefit*)

The charity carries out the following activities in relation to the Objects :-

- Monthly Meetings in the Walker Theatre, Shrewsbury or other venue as necessary, with an invited Speaker to which all members are invited.
- At the end of the year (December or January), the monthly event takes the form of a Social. This might be U3A members performing music, poetry, readings. Alternatively, an Entertainer or key Speaker may be hired.
- At the year-end there were nearly 100 Groups operating within the charity meeting on an at least monthly basis. The groups cover a wide range of indoor and outdoor activities. Members can belong to one Study Group or many more – there is no limit other than their time available.
- A monthly Newsletter is circulated to all members (either electronically or in printed form) giving details of the charity's recent and forthcoming activities.
- A monthly Coffee Afternoon is organised as a drop-in centre for potential new members and a meeting place for existing members.
- A Theatre Group offering coach travel to attend a regional theatre production
- A Trips Group offering day trips to various historical sites or cities in the UK

## Additional details of objectives and activities (Optional information)

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The membership of the Shrewsbury u3a was markedly affected by the Covid pandemic. A major focus of activity this year was to recover membership from 700 to over 1000.

To achieve this:

- In 2021 the public brochures were redesigned to better inform interested parties of the activities and groups available, with contact information.
- A u3a day were held in the Old Market Square where interested parties could use the revised brochures and meet members of the groups. This followed the successful u3a day of 2021
- Shrewsbury u3a also took a stand at the Shrewsbury Flower Show.
- While the heat did affect footfall at the flower show, post-event analysis did show strong growth of membership that well re-paid the costs of these events.

The other major activity of the Shrewsbury u3a was to stabilise and enhance management information system: Arda. In 2021 this became unsupported. Through 2021 and into 2022 the Management Committee has rebuilt the support and made enhancements.

The finances of the Shrewsbury u3a continue to be healthy. Below is an extract of the Treasurers Report to the AGM:

This year has seen a continued recovery of membership from the decline of the pandemic. Membership is 1044, nearly back to our peak. Expenses have also stabilised markedly.

This is reflected in the financial results (excluding groups):

- Income last year was £16,500, and has grown to £17,500 this year.
- Expenses last year were £19,700, and dropped to £15,300 this year.

So, the deficit of £3,200 in 2022, has become a surplus of £2,200.

There were three main reasons for this:

- Continued growth has lifted income.
- During the year our membership management system, Arda, has been much more stable and there were fewer enhancements required.
- Our publicity campaign was much reduced, only a u3a Day in July 2021. This was artificially low cost: expenses paid in the previous year were credited back when the Queens funeral cancelled the planned event.

The reserves of the u3a remain strong: £17,700 excluding groups, equivalent to roughly a full year of our anticipated spend in the year to come.



## Section E

## Financial review

### Brief statement of the charity's policy on reserves

In order for the charity to manage the variable timing of income and expenditure, a reserve sum equivalent to 6 months income will be maintained. At the financial year end 2022-2023 the reserves held were nearly the equivalent of one full year.

Even allowing that ongoing enhancement of Arda may cause deficits, we consider that the reserves are strong, and do not anticipate a need to change or lift subscriptions.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

This Trustees Annual Report was rewritten in May 2024 by the Treasurer (Mike Masterson) in order to be better compliant with Charity Commission guidance, by using the Char Comm TAR template. Previously that had not been used.

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Mike Masterson	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	2 May, 2024	

# U3A SHREWSBURY

## ANNUAL ACCOUNTS for the Year ended 31st August 2023

### Receipts and Expenditure for the Year Ended 31 August 2023

	U3A	Groups	2023	2022
	£	£	£	£
<b>Receipts:</b>				
Subscriptions	15,505.40		15,505.40	14,327.00
PayPal & SumUp Commission	(307.18)		(307.18)	(218.23)
<b>Net Subscriptions</b>	<u>15,198.22</u>		<u>15,198.22</u>	<u>14,108.77</u>
Third Age Grant for U3A Day + Donations	0.00		0.00	208.00
Gift Aid	1,841.73		1,841.73	1,796.66
Newsletter Advertising	300.00		300.00	330.00
Interest	128.82		128.82	63.52
Group Courses - Trips/Theatre/Golf Croquet		9,443.14	9,443.14	7,674.21
	<u>17,468.77</u>	<u>9,443.14</u>	<u>26,911.91</u>	<u>24,181.16</u>
<b>Payments:</b>				
Third Age Trust Membership/Insurance	3,688.00		3,688.00	3,364.00
U3A Magazine mailing	2,119.30		2,119.30	1,977.93
Room Hire - Speakers	2,878.80		2,878.80	3,128.40
Speakers' Fees	828.00		828.00	1,645.00
Palmers Café	494.00		494.00	390.00
Social	1,404.10		1,404.10	56.89
Newsletter, printing (Inc. AGM supplement)	1,174.00		1,174.00	1,396.00
Newsletter Postage	238.79		238.79	699.83
Membership Stationery	0.00		0.00	231.66
IT Remediation & Enhancement	1,428.00		1,428.00	3,822.00
IT Support Costs	75.04		75.04	685.40
Equipment	0.00		0.00	303.66
Committee + Office	833.11		833.11	231.30
Sundry / Gifts	47.00		47.00	89.59
Publicity - u3a day, Flower Show, print	69.96		69.96	1,656.37
Group Courses - Trips/Theatre/Golf Croquet		8,428.13	8,428.13	8,939.19
	<u>15,278.10</u>	<u>8,428.13</u>	<u>23,706.23</u>	<u>28,617.22</u>
<b>Surplus/(deficit)</b>	<u>2,190.67</u>	<u>1,015.01</u>	<u>3,205.68</u>	<u>(4,436.06)</u>
Surplus brought forward from previous year	17,257.11	789.74	18,046.85	22,482.91
<b>Surplus carried forward to next year</b>	<u>19,447.78</u>	<u>1,804.75</u>	<u>21,252.53</u>	<u>18,046.85</u>
<b><u>Represented By:-</u></b>				
<b>Bank Accounts</b>				
Current Account	13,939.37	1,804.75	15,744.12	2,632.83
Deposit Account - Lloyds	5,025.79		5,025.79	5,000.25
Shawbrook Deposit Account	0.00		0.00	10,642.68
Theatre Group Bal - to u3a	100.00		100.00	
PayPal account	382.62		382.62	113.09
	<u>19,447.78</u>	<u>1,804.75</u>	<u>21,252.53</u>	<u>18,388.85</u>
Accrued Income	0.00		0.00	15.00
Accrued Expenses	0.00		0.00	(357.00)
<b>Net assets</b>	<u>19,447.78</u>	<u>1,804.75</u>	<u>21,252.53</u>	<u>18,046.85</u>

Prepared by Mike Masterson, Treasurer

01-Sep-23

Examined and found correct in accordance with account books and receipts  
S Tarr, Chartered Accountant

TBD

*Susan J Tarr*



**Independent examiner's report to the trustees on the unaudited financial statements of Shrewsbury U3A.**

I report on the accounts of Shrewsbury U3A for the year ended 31 August 2023.

**Respective responsibilities of trustees and examiner**

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.

Susan Tarr BSc ACA

A handwritten signature in black ink that reads "Susan Tarr". The signature is written in a cursive style with a horizontal line above the name.

Date: 20 September 2023