



Trustees' Annual Report for the period

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1	April	2022	To	31	March	2023

Section A Reference and administration details

Charity name

Bracknell Forest U3A

Other names charity is known by

Bracknell Forest University of the Third Age

Registered charity number (if any) **1153789**

Charity's principal address

25 Redditch

BRACKNELL

Berkshire

Postcode

RG12 0TT

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	Robert Goddard	Chair		Membership at AGM
2	Bruce Collins	Vice Chair		
3	Janet Russell	Admin Secretary		
4	Graham Clark	Treasurer		
5	Anthony Bolt	Membership Secretary		
6	Carol Clark	Groups Support Officer		
7	Carol Morgan	Speakers Secretary		
8	Diane Jones	Events and Trips Organiser		
9	Shelagh Richards	Minutes Secretary		
10	Vacant	Publicity Officer		
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

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
How the charity is constituted (eg. trust, association, company)	An Unincorporated Members Association, and a Member of the Third Age Trust
Trustee selection methods (eg. appointed by, elected by)	Elected by the membership at the AGM

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.

We have a Policies and Procedures document held on our website and reviewed annually

We follow the recommendations of the Third Age Trust on Trustee selection and induction

We liaise with other U3As in the region through the Thames Valley U3A Network

Section C Objectives and activities

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

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, residing in Bracknell Forest and the 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)

- Open meetings addressed by an outside speaker are held every six weeks, followed by a period for refreshments and social interaction. Special provision is made to welcome new members. During lockdown periods, these Open Meetings have been conducted over Zoom. Once lockdown ended it was decided to hold hybrid meetings so that members who were able to get out and about were able to meet socially face to face, whilst members who had to isolate were able to watch in the safety and comfort of their home on Zoom. Contact was made frequently during this period with emails to members and production of our humorous bulletin, The Isolation Times. It was decided to keep as many of our activities open as we were able safely, and legally.
- Over seventy Interest Groups have been established. Here members pursue a wide variety of subjects on a self-teaching basis ie: all members are both teachers and learners. Such Groups are of benefit not only in an educational sense, but socially too. Members are actively encouraged to start up new Interest Groups. Many of our Group Co-ordinators keep in contact with their members by email, phone calls and Zoom.
- We normally offer a range of outings and social events designed to promote both educational and social benefits, but due to Covid many of these had to be cancelled or postponed.
- Taken together these activities help to combat loneliness and isolation for older members of the public. In particular we have a very popular MOTO Group for **Members On Their Own** to specifically address this problem.

These provisions show how the trustees have had regard to the requirement to provide a Public Benefit, as all activities are available to any person who chooses to become a member, provided they are no longer in full time employment.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We recognise two categories of volunteer:

- 1) The Coordinators (leaders) of the Interest Groups. These Groups, and therefore their Coordinators, form the very core of the U3A activities and provide the major part of our Public Benefit.
- 2) A team of other volunteers who perform a range of duties including fire wardens, first-aiders, newsletter editors, the new member welcome team, and those who help set up the venue and equipment for Open Meetings.

At present there are about 100 Coordinators and 35 other volunteers

Summary of the main achievements of the charity during the year

Over the past year we have seen a further increase in membership to almost 700 who are able to enjoy a wide range of activities including a holiday to the Isle of White in April and many outings ranging from places of interest to shows in the West End. Our interest groups now total 74 with 100 leaders. We have just launched our CAMEO interest group, (Come And Meet Each Other) which is a Noticeboard via WhatsApp Communities where our members can post an event that they prefer not to attend alone. It is intended to cover small numbers within a short timeframe. This is proving extremely popular with 60 members and rising all the time.

We have also offered talks at our Open Meetings on a variety of topics including a career in the Hampshire Constabulary, a solo walk across Africa, a demonstration of Alphorns and a talk on the Isles of Scilly.

We have introduced a new role to our committee, New Members Secretary. Amongst other things the New Members Secretary will encourage new members to participate in our activities such that they may introduce new ideas and hopefully new groups. The Secretary will show our new members the full benefits that BFu3a offers to our lives (in these challenging times).

We would however, like to see an improvement in our diversity, but past attendances at local Ethnic Diversity Fairs have not proved fruitful.

We maintain a close relationship with the local council, especially with the Public Health Directorate, Social Prescription and INVOLVE. This is an area we would like to develop further in future. Retired members of the community who suffer from loneliness and lack of social contact are not the easiest to locate and help. This is where our relationship with the Public Health Department will be of benefit.

Section E

Financial review

Brief statement of the charity's policy on reserves

We hold reserves to cover

- Three months cover for venue hire costs
- Cash flow for four months before membership income is received
- Possible need to purchase or renew equipment
- Provision for set-up costs for new Interest Groups
- Other contingencies

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.

Principal sources of funds arise from:

- Membership subscriptions and Gift Aid arising from these
- Charges to members for participating in social events and outings
- Charges to members for participating in their chosen Interest Groups to cover for example, hire of suitable venues

We make no investments.

Section F

Other optional information

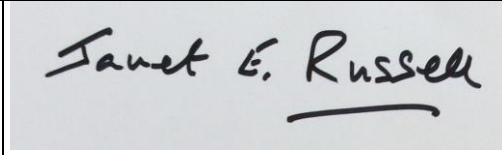

Section G

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)

Robert Goddard

Janet Russell

Position (eg Secretary, Chair, etc)

Chair

Administration Secretary

Date

27 July 2023

Bracknell Forest U3A Income and Expenditure Account for year ending 31 March 2023

Charity Reg. No. = 1153789

All figures in £, (brackets indicate negative)

Category	2022-23		2021-22	
	Income	Expenditure	Income	Expenditure
Membership subscriptions	7,397.50		5,991.27	
PayPal commission on online memberships		162.14		144.78
Gift Aid	1,164.25		1,188.88	
Bank Interest	15.67		0.48	
Donations	9.00		17.50	
Membership Support		683.21		198.91
National Office Capitation Fee		2,200.00		1,851.50
"Third Age Matters" Magazine		1,452.89		1,253.02
Ad-Hoc Meetings		272.35		50.29
Licences, Website & Beacon Support		864.73		781.12
Thames Valley Network (TVN)		56.70		
Committee Expenses		90.00		70.00
Training, Education				
Post, stationery, printing (ex. newsletter)		15.94		3.00
Publicity		0.00		164.40
Newsletter	235.50	576.97	213.50	674.95
AGM		27.27		42.24
Miscellaneous		37.76		59.76
Purchase of Equipment		538.02		28.79
Open Meetings		1,070.26		1,100.78
Christmas Social		110.94		
Group Start-up Grants		69.99		34.99
Events, Outings	2,608.80	2,375.80	2,307.00	2,344.60
Anniversary Celebration	1,211.00	928.68	0.00	0.00
Sub-totals	12,641.72	11,533.65	9,718.63	8,803.13
Surplus for the year	1,108.07		915.50	
Brought forward	10,696.20		9,780.70	
Year-end Total	11,804.27		10,696.20	
Less transfer to Reserves	(5,000.00)		(5,000.00)	
Funds Available for General Use	6,804.27		5,696.20	
Balance Sheet	2022-23		2021-22	
Current Account	5,267.44		8,868.70	
Deposit Account	9,792.56		4,715.98	
PayPal	100.00		166.48	
Locally Held Group Cash-in-hand	1,960.16		1,160.28	
Total Funds	17,120.16		14,911.44	
Accruals and Deferrals	(2,483.70)		(1,938.49)	
Group Funds in Bank	(872.03)		(1,116.47)	
Locally Held Group Cash-in-hand	(1,960.16)		(1,160.28)	
Reserves	(5,000.00)		(5,000.00)	
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For the purposes of these accounts, subscriptions paid for the year to 30 September have been treated as coterminous with the year to 31 March.

2. Movement of group funds

Balances at year beginning	2,276.75	2,223.79
Income	26,329.22	12,860.68
Less expenditure	(25,773.78)	(12,807.72)
Balances at year end	<u>2,832.19</u>	<u>2,276.75</u>

3. Gross Income

Group	26,329.22	12,860.68
Non-group	12,641.72	9,718.63
Total	<u>38,970.94</u>	<u>22,579.31</u>

Graham Clark
21 June 2023



Report of the independent examiner

I have examined the above income and expenditure account and balance sheet and confirm that they are in agreement with the books of account and explanations given to me.

Steve Edwards
21 June 2023



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