



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1 April 2023 Period start date To 31 March 2024 Period end date**

**Charity name: Thetford U3A**

**Charity registration number: 1161699**

## **Objectives and Activities**

|  | SORP reference     |   |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | The charity's object ('the object') is the advancement of education, and in particular the education of older people and those retired from full time work, by all means including associated activities conducive to learning and personal development in Thetford and the surrounding area. |
| 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 | 40 different Groups providing educational and hobby subjects to the elderly   |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | The trustees follow all guidance issued by the Charity Commission   |

### **Additional information (optional)**

You may choose to include further statements where relevant about:

|  | SORP reference |  |
|--|----------------|--|
| Policy on grant making   | Para 1.38      | Grants presented by groups are considered by the trustees at monthly meeting, discussed and either approved or rejected. |
| Policy on social investment including program related investment | Para 1.38      | N/A  |
| Contribution made by volunteers                                  | Para 1.38      | Volunteers give both their time and skills to run each of the groups   |

|       |  |  |
|-------|--|--|
| 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      | The Charity continues to attract retired and aged people to participate in educational and social groups, which encourage old and lonely people to meet and enjoy each other company |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |     |
|--|-----------|-----|
| Achievements against objectives set                          | Para 1.41 | N/A |
| Performance of fundraising activities against objectives set | Para 1.41 | N/A |
| Investment performance against objectives                    | Para 1.41 | N/a |
| Other  |           |     |

## Financial Review

|  |           |  |
|--|-----------|--|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <b>The charity is in a sound financial position</b>  |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | <b>Only a small amount is set by the trustees, this would ensure that any sudden drop in volunteers and members The groups set up would still be able to provide the present level of service.</b> |
| Amount of reserves held  | Para 1.22 | <b>£3000</b>   |
| Reasons for holding zero reserves  | Para 1.22 | <b>N/A</b>   |
| Details of fund materially in deficit  | Para 1.24 | <b>None</b>  |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | <b>None</b>  |

### 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 | <b>Gifts from participants</b>   |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | <b>N/A</b>   |
| A description of the principal risks facing the charity                         | Para 1.46 | <b>The only possible risk is that no one volunteers to become a Trustee and thereby not managing the charity</b> |
| Other   |           |  |



## Structure, Governance and Management

|   |           |  |
|---|-----------|--|
| Description of charity's trusts:  |           |  |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | <b>Constitution</b>  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | <b>Unincorporated members association</b>  |
| 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 | <b>Trustees are volunteers who are then proposed before the AGM and voted on to the committee.</b> |

### 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 | <b>The charity is governed centrally by central U3A</b> |
| Relationship with any related parties   | Para 1.51 |   |
| Other   |           |   |

## Reference and Administrative details

|                             |   |
|-----------------------------|---|
| Charity name                | <b>Thetford University of the Third Age</b>               |
| Other name the charity uses |   |
| Registered charity number   | <b>1161699</b>  |
| Charity's principal address | <b>17 St Margarets Crescent<br/>Thetford<br/>IP24 3BH</b> |
|                             |   |



## 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  | Leslie Braund     | Chair              | 26/05/22a                         |   |
| 2  | Jennifer Bullock  |                    | 25/04/24                          |   |
| 3  | William Robertson | Treasurer          | 25/04/24                          |   |
| 4  | Walter Boldock    |                    | 03/10/19                          |   |
| 5  | Joy Flaherty      | Group Co-ordinator | 08/02/24                          |   |
| 6  | Alan Batstone     |                    | 27/04/23                          |   |
| 7  | Lynda Boldock     | Membership         | 27/04/23                          |   |
| 8  | Dave Hodgkinson   |                    | 13/10/22                          |   |
| 9  | Julian Fabian     |                    | 26/05/22                          |   |
| 10 | Lorraine Thompson | Secretary          | 26/05/22                          |   |
| 11 | Patricia O'Brien  | Membership         | 26/05/22                          |   |
| 12 | Denise Skinner    |                    | 18/11/21                          |   |
| 13 | Beverly Harris    |                    | 23/09/21                          |   |
| 14 | Anne Fabian       | Vice Chair         | 23/09/21                          |   |
| 15 |                   |                    |                                   |   |
| 16 |                   |                    |                                   |   |
| 17 |                   |                    |                                   |   |
| 18 |                   |                    |                                   |   |
| 19 |                   |                    |                                   |   |
| 20 |                   |                    |                                   |   |

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

| Director name |  |  |
|---------------|--|--|
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |
|               |  |  |

## Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year |  |
|--------------|-----------------------------------|--|
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |
|              |                                   |  |

## Funds held as custodian trustees on behalf of others

| Description of the assets held in this capacity |     |
|---|-----|
|   | N/A |

|   |     |
|---|-----|
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | N/A |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | N/a |

### 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)

|  |
|--|
|  |
|--|

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

### Other optional information

|  |
|--|
|  |
|--|

### Declarations

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

Signed on behalf of the charity's trustees

|                                     |                    |  |
|-------------------------------------|--------------------|--|
| Signature(s)                        | LB Braund          |  |
| Full name(s)                        | LESLEY JUAN BRAUND |  |
| Position (eg Secretary, Chair, etc) | CHAIR              |  |
| Date                                | 26 NOV 2024        |  |

**THETFORD U3A**  
**INCOME AND EXPENDITURE ACCOUNT SUMMARY FOR THE YEAR ENDED 31/03/2024**

|                               | 31/03/24  |                  | 31/03/23  |                 |
|-------------------------------|-----------|------------------|-----------|-----------------|
|                               | INC       | EXP              | INC       | EXP             |
| General Purposes Fund         | 11,017.28 | 7,922.51         | 8,931.79  | 9,745.07        |
| Days Out Group                | 7,811.62  | 8,159.62         | 5,818.72  | 5,152.00        |
| Other Groups                  | 7,164.83  | 6,959.73         | 5,592.25  | 5,647.10        |
|                               | 25,993.73 | 23,041.86        | 20,342.76 | 20,544.17       |
| <b>Surplus (deficit)</b>      |           | <b>2,951.87</b>  |           | <b>-201.41</b>  |
| Brought Forward               |           | 9,264.02         |           | 9,465.43        |
| <b>BALANCE</b>                |           | <b>12,215.89</b> |           | <b>9,264.02</b> |
| <b>Funds as at 31/03/2024</b> |           |                  |           |                 |
| <b>Bank Accounts:</b>         |           |                  |           |                 |
| Main Bank Account             |           | 10,311.07        |           | 7,216.30        |
| No 2 Bank Account             |           | 620.16           |           | 968.16          |
| <b>Cash in hand:</b>          |           |                  |           |                 |
| Group funds                   |           | 1,253.54         |           | 1,048.44        |
| Membership float              |           | 21.00            |           | 21.00           |
| Cash in hand                  |           | 10.12            |           | 10.12           |
| <b>TOTAL FUNDS</b>            |           | <b>12,215.89</b> |           | <b>9,264.02</b> |



# INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2024

|  | 2023/2024               | 2022/2023              |
|--|-------------------------|------------------------|
| <b>INCOME:</b>                               |                         |                        |
| Members Subscriptions                        | 9,287.98                | 8,415.29               |
| Advertising Refund                           | 25.00                   | 0.00                   |
| Donations                                    | 69.00                   | 110.68                 |
| Gift Aid                                     | 1,022.30                | 200.82                 |
| Grants                                       | 150.00                  | 150.00                 |
| Group Hall Hire                              | 219.00                  | 55.00                  |
| Quiz   | 221.50                  | 0.00                   |
| Rerfreshments                                | 22.50                   | 0.00                   |
|  | <u><u>11,017.28</u></u> | <u><u>8,931.79</u></u> |
| <b>EXPENDITURE</b>                           |                         |                        |
| Refund Membership                            | 10.00                   | 0.00                   |
| Postage                                      | 387.25                  | 235.28                 |
| Venue Hire                                   | 1,177.00                | 902.50                 |
| Group Venue Hire                             | 154.00                  | 159.00                 |
| Trustees Expenses                            | 0.75                    | 180.95                 |
| Stationery                                   | 207.01                  | 414.58                 |
| Printer/Software                             | 451.43                  | 752.62                 |
| Group Grants                                 | 55.42                   | 106.85                 |
| Advertising and Printing                     | 1,123.73                | 2,730.36               |
| Third Age Trust Fees                         | 1,508.00                | 1,579.00               |
| Third Age Trust Magazine                     | 974.49                  | 1,092.66               |
| Monthly Speakers Expenses                    | 1,095.00                | 813.00                 |
| Social Wefare                                | 107.47                  | 190.71                 |
| Royal British Legion                         | 27.50                   | 46.00                  |
| 40th Anniversary                             | 0.00                    | 105.37                 |
| Xmas Meeting                                 | 266.42                  | 268.14                 |
| Refreshments                                 | 247.54                  | 140.05                 |
| Auditor                                      | 79.50                   | 28.00                  |
| 10th Anniversary Meet                        | 50.00                   | 0.00                   |
|  | <u><u>7,922.51</u></u>  | <u><u>9,745.07</u></u> |
| <b>Excess of Income over Expenditure</b>     | <b>3,094.77</b>         | <b>-813.28</b>         |
| <b>Surplus (deficit)/Ordinary Activities</b> | <b>3,094.77</b>         | <b>-813.28</b>         |

|                              | 2023/24          | 2022/23         |
|------------------------------|------------------|-----------------|
| <b>GROUPS</b>                |                  |                 |
| Days Out Group:              | 7,811.62         | 5,818.72        |
|                              | 8,159.62         | 5,152.00        |
|                              | -348.00          | 666.72          |
| Groups Other:                | 7,164.83         | 5,592.25        |
|                              | 6,959.73         | 5,647.10        |
|                              | 205.10           | -54.85          |
| Balance B/Fwd as at 31.03.23 | <u>9264.02</u>   | <u>9465.43</u>  |
|                              | <u>12,215.89</u> | <u>9,264.02</u> |

# **FUNDS AS AT 31/03/24**

**31/03/23**

## **Bank Accounts:**

|                   |           |          |
|-------------------|-----------|----------|
| Main Bank Account | 10,311.07 | 8,029.58 |
| No 2 Bank Account | 620.16    | 301.44   |

## **Cash in hand:**

|                  |                  |                 |
|------------------|------------------|-----------------|
| Group funds      | 1,253.54         | 1,103.29        |
| Membership float | 21.00            | 21.00           |
| Cash in hand     | 10.12            | 10.12           |
|                  | <u>12,215.89</u> | <u>9,465.43</u> |

I certify that this is a true and accurate statement of the financial position of Thetford U3A



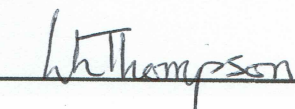
Walter Boldock  
Treasurer

Date 4 APRIL 2024



Lesley Braund  
Chair  
Thetford U3A

Date 14<sup>th</sup> April 2024



Lorraine Thompson  
Secretary  
Thetford U3A

Date 14<sup>th</sup> April 2024

I have examined the financial records of the Thetford Branch of the U3A for the period ending 31/3/2024 and can confirm that they show a true and fair position of the groups accounts as of that date.



Colin Mackay  
FCMA

Date 16/4/24