



Southport U3A

FINANCIAL STATEMENTS AND TRUSTEES REPORT

FOR THE YEAR ENDED 31 AUGUST 2023

Southport U3A

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FOR THE YEAR ENDED 31 AUGUST 2023

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Southport U3A

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 AUGUST 2023

Trustees: Ms Elizabeth Fryer - appointed 2 February 2023
Mr Ian Homewood
Ms Christine Howarth (Vice chair)
Mr Peter Lawler
Mr James Marshall Lyle Hay
Mrs Paddy McNeish (Chair)
Mr Brian Muddiman
Ms Dawn Oldfield
Mrs Vivienne Pulman - resigned 2 February 2023

Treasurer: Mr Peter Lawler

Secretary: Mr Brian Muddiman

Charity Number: 1164448

Charity Address: 63 Queens Road
Southport
PR9 9JF

Charity Website: <https://www.southportu3a.org.uk/>

Independent Examiners: JA Fell and Company
40 Houghton Street
Southport
PR9 0PQ

Bankers: NatWest
130 Lord Street
Southport
PR9 0AE

Southport U3A

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2023

The trustees submit their annual report and financial statements for the year ended 31 August 2023. The financial statements follow the requirements of the revised Charities Statement of Recommended Practice (FRS 102) (second edition - October 2019) – Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a Charitable Trust which was registered on 17 November 2015 and is governed by its Trust Deed dated 3 February 2022.

Recruitment and appointment of the trustees

The board seeks to achieve a balance of skills and experience amongst the trustees. In order to maintain this, the board reviews its skill and experience mix each year and seeks to recruit new trustees when necessary.

In accordance with the Trust Deed, the board of trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee.

In appointing trustees due consideration is given to ensuring that the trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law.

Trustee induction and training

The current board of trustees will provide any new trustee with an overview of the timetable of board meetings, copies of the recent minutes of meetings, the recent reports and accounts and explains their general and specific responsibilities which are included within an induction process.

Ongoing training is provided by the board of trustees as and when the need arises.

Risk management

The trustees review the major risks which the charity faces on a regular basis and believe that the charity holds sufficient reserves to provide adequate resources to meet its obligations in the event of adverse conditions.

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TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31 AUGUST 2023

OBJECTIVES AND ACTIVITIES

Objects of the charity

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future

The purpose of the charity is the advancement of education and in particular the education of people not in full time gainful employment who are in the third age (being the period of time after the first age of childhood dependence and the second age of full time employment and/or parental responsibility) residing in Southport, Merseyside and its surrounding locality.

ACHIEVEMENTS AND PERFORMANCE

Throughout the year the charity continued to hold multiple activities and events bringing together the educational and social support for its members including combatting loneliness for some. The trustees believe that through these activities they fulfil the requirements of the Charity Commission's general guidance on public benefit.

FINANCIAL REVIEW

During the year the charity generated income of £192,234 (2022 - £171,851) and spent £182,306 (2022 - £166,654). This resulted in a surplus of £9,928 (2022 - £5,197).

Principal funding sources

The major source of income for the charity has come from group meetings and events.

Reserves policy

The Charity's policy on reserves is to generate and maintain a balance which is sufficient to cover at least six months operational expenditure. The trustees consider that a level of six months is sufficient to meet its expected commitments both with regard to its fundraising activities and charitable expenditure.

As at 31 August 2023, six months expenditure was calculated to be £91,153, whilst the amount held in reserves was £60,173. The trustees appreciate that this level is not up to the full six months expenditure but is deemed acceptable as surpluses are being made each year to increase the reserves and in difficult circumstances events can be cancelled which would quickly curtail the ongoing costs of the charity. The trustees keep the balance held in reserves under review.

Remuneration of Trustees

All trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity.

Out-of-pocket expenses necessarily and reasonably incurred by trustees in promoting the purposes of the Charity are reimbursed at cost.

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TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31 AUGUST 2023

PLANS FOR FUTURE PERIODS

General plans

The charity will continue its operations throughout the year, with a view to further its objectives by holding events that provide education and social support for its members.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- a. select suitable accounting policies and apply them consistently;
- b. observe the methods and principals in the Charities SORP;
- c. make judgements and estimates that are reasonable and prudent;
- d. state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- e. prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the board of trustees on and signed on its behalf by:

.....
Mr Peter Lawler - Trustee

Southport U3A

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTHPORT U3A

FOR THE YEAR ENDED 31 AUGUST 2023

I report on the financial statements of the charity for the year ended 31 August 2023, which are set out on pages 6 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the Charities Act,
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- (iii) to state whether particular matters have come to our attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- a) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

O J Grills FCA (Independent Examiner)

for and on behalf of JA Fell and Company
40 Houghton Street, Southport, PR9 0PQ

Dated:

Southport U3A

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 AUGUST 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
INCOME					
Income from generated funds:					
Charitable activities:					
Income from members	3	29,763	161,298	191,061	170,467
Miscellaneous income	3	978	-	978	1,374
Investment income:	4	195	-	195	10
TOTAL INCOME		30,936	161,298	192,234	171,851
EXPENDITURE					
Charitable activities:	5	22,419	158,897	181,316	165,472
Governance:	6	990	-	990	1,182
TOTAL EXPENDITURE		23,409	158,897	182,306	166,654
NET INCOME FOR THE YEAR		7,527	2,401	9,928	5,197
Fund balances at 1 September 2022		27,382	22,863	50,245	45,048
Fund balances at 31 August 2023		34,909	25,264	60,173	50,245

The notes on pages 8 - 13 form part of these financial statements.

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BALANCE SHEET

AS AT 31 AUGUST 2023

	Notes	Total funds 2023 £	Total funds 2022 £
CURRENT ASSETS			
Cash at bank and in hand		73,217	52,374
Debtors and prepayments	8	6,184	2,800
		<u>79,401</u>	<u>55,174</u>
CURRENT LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	9	<u>19,228</u>	<u>4,929</u>
NET CURRENT ASSETS		<u>60,173</u>	<u>50,245</u>
TOTAL NET ASSETS		<u>60,173</u>	<u>50,245</u>
FUNDS			
Unrestricted funds		34,909	27,382
Restricted funds	10 & 11	25,264	22,863
TOTAL FUNDS		<u>60,173</u>	<u>50,245</u>

Approved and signed on behalf of the board on by:

.....
Mr Peter Lawler - Trustee

The notes on pages 8 - 13 form part of these financial statements.

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2023

1 ACCOUNTING POLICIES

a Basis of preparation

The financial statements have been prepared in accordance with "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest whole £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

b Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

c Fund accounting

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements where relevant.

d Income

All incoming resources are included in the SOFA when the charity is legally entitled to the income and can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. No amounts are included in the financial statements for services donated by volunteers.

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NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 AUGUST 2023

1 ACCOUNTING POLICIES (continued)

e Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of the resources.

Fund raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management costs. Management and administration costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

f Fixed assets and depreciation

Tangible fixed assets costing more than £500 are capitalised and included at cost including and incidental expenses of acquisition.

g Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

2 CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

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NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 AUGUST 2023

3 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from members:				
Annual subscriptions	27,306	-	27,306	17,954
Christmas meal	-	2,784	2,784	4,560
Closed groups	-	1,605	1,605	-
Committee meal	-	-	-	343
Gift aid refund	2,457	-	2,457	1,945
Group meetings and events	-	156,909	156,909	145,665
	<u>29,763</u>	<u>161,298</u>	<u>191,061</u>	<u>170,467</u>
Miscellaneous income:				
Book sales	220	-	220	199
Flower show	650	-	650	1,050
Sundry income	49	-	49	84
Visitors	59	-	59	41
	<u>978</u>	<u>-</u>	<u>978</u>	<u>1,374</u>
	<u>30,741</u>	<u>161,298</u>	<u>192,039</u>	<u>171,841</u>

4 INVESTMENT INCOME

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Bank interest received	<u>195</u>	<u>-</u>	<u>195</u>	<u>10</u>

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NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 AUGUST 2023

5 COSTS OF CHARITABLE ACTIVITIES

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Activity costs:				
Christmas party / hampers	833	-	833	550
Christmas meal	-	2,345	2,345	4,676
Committee meal	-	-	-	907
Flower show	678	-	678	1,284
Gifts / retirement presentation	169	-	169	137
Group assistance	952	-	952	522
Group leaders day	940	-	940	1,139
Group meetings and events	3,488	156,552	160,040	138,808
Magazine	2,715	-	2,715	3,597
New group setup	-	-	-	85
New members meeting	145	-	145	124
Refreshments	8	-	8	269
Speakers	850	-	850	465
Sundry expenses	99	-	99	346
U3A capitation fee	4,315	-	4,315	8,046
Venue hire	1,560	-	1,560	1,815
	16,752	158,897	175,649	162,770
Support costs:				
Computer bureau service	855	-	855	610
Paypal fees	1,256	-	1,256	208
Printing, stationery and post	1,731	-	1,731	1,665
Simple membership software	1,600	-	1,600	-
Software	110	-	110	181
Website costs	115	-	115	38
	5,667	-	5,667	2,702
	22,419	158,897	181,316	165,472

6 GOVERNANCE COSTS

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Independent examination	990	-	990	1,182
	990	-	990	1,182

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NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 AUGUST 2023

7 TRUSTEES REMUNERATION

No trustee received any remuneration throughout the year.

8 DEBTORS

	2023 £	2022 £
Gift aid recoverable	-	1,945
Prepayments	-	855
Events paid in advance	6,184	-
	6,184	2,800

9 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	3,239	1,437
Accruals	1,050	3,492
Income received in advance	14,939	-
	19,228	4,929

10 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Current assets	54,137	25,264	79,401	55,174
Current liabilities	(19,228)	-	(19,228)	(4,929)
	34,909	25,264	60,173	50,245

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NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 AUGUST 2023

11 RESTRICTED FUNDS

	Balance at 1 Sept 2022 £	Income £	Expenditure £	Balance at 31 Aug 2023 £
Group events and meetings	22,863	161,298	158,897	25,264

Restricted funds represent the balances on each of the different events and activities undertaken in the year where funds were received specifically for an event by members and not fully spent by the year end date.

12 RELATED PARTY TRANSACTIONS

There were no known disclosable related party transactions during the year (2022 - none).