

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	01	04	24		31	03

## Section A Reference and administration details

Charity name

Kings Hill and District u3a

Other names charity is known by

Registered charity number (if any)

1171975

Charity's principal address

Blackfriars Foundry

154-156 Blackfriars Road

London

Postcode:

SE1 8EN

### 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	Melanie Blewer	Chairman		
2	Margaret Hall	Vice Chairman	To 1.6.25	
3	Tony Metcalfe	Vice Chairman	From 1.6.25	
4	Maggie Bishop	Secretary	To 1.6.25	
5	Gareth Owen	Secretary	From 1.6.25	
6	David Murray	Treasurer		
7	Paula Pomeroy	Vice-Treasurer	From 1.6.25	
8	Sue Watson	Vice-Treasurer	To. 1.6.24	No vice-treasurer for a year
9	Mark Richards	Committee Member		
10	Brenda Pretty	Committee Member		
11	Maurice Chittenden	Committee Member		
12	Don Bone	Committee Member	To 1.6.25	
13	Simon Ellis	Committee Member		
15	Kathy Booyesen	Committee Member	To 1.6.25	
16	Deborah Langworthy	Committee Member	To 1.6.25	
17	Elaine Scutt	Committee Member		
18	Eve Stephenson	Committee Member	From 1.6.25	

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

Name	Dates acted if not for whole year
N/A	

## 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.
How the charity is constituted (eg. trust, association, company)	TRUST
Trustee selection methods (eg. appointed by, elected by)	ELECTED BY MEMBERSHIP

## 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.

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## Section C

## Objectives and activities

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

The advancement of education and in particular the education of people not in full-time gainful employment who are in their Third Age (being the period of time after the first age of childhood and the second age of full-time employment and/or parental responsibility) residing in Kings Hill and District 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)

I'm sure some Annual Reports are written in a rather dreary style.... all about facts, and the task can seem like a chore.... both to write and to read!!!! BUT, I am *pleased* to be writing this Report, as it's all about PEOPLE, YOU and ME!! Together, WE make up the fantastic branch of u3a here at Kings Hill and District, always looking for opportunities to enjoy life and make the most of our 'Golden Years'.

So, what have we been up to in the last year??

Well.... you only have to glance at our colourful newsletters to see that we are out and about and having fun in our different groups. My thanks to Laurie Frowde, our new newsletter Editor for keeping us all in touch with what's happening.

I'm sure many of you are the same as me....and constantly have a FULL diary.... there are so many activities planned for us by our hard-working Events Team....and I thank them for the variety of activities and outings that have been on offer throughout the year.

On our Committee this year we have welcomed Gareth Owen, Tony Metcalfe as Vice-Chair, and Eve Stephenson who has taken on the role of Groups Coordinator, having said our thanks and farewells to Kathy Booyesen. It is now time to say farewell to Deborah Langworthy who has organised many exciting outings and activities within the Events Team. And also, to Maggie Bishop, our Business Secretary, who has been with us for 2 years, very ably and efficiently keeping all the paperwork up-to-date and in order. I have appreciated their support and thank them both most sincerely for doing an excellent job.

So, amongst our 573 members, there are indeed many of you who embrace the ethos of u3a and willingly give your time. We are so grateful to our Group Conveners for your efforts and we held a '*Thank You*' lunch to acknowledge your support.

However, we are always on the lookout for more of you to come forward. There are always requests for new groups..... and hopefully, with YOUR help they can be set up soon.

It is my pleasure to sincerely thank all members of our u3a for your positive support throughout the past year, it is YOU who have ensured that our u3a fully upholds our ideals of Learning, Laughing and Living Life to the Full, and long may that continue!

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

further statements, where relevant, about:

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

## Section D

## Achievements and performance

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

During the year we arranged a variety of educational, cultural and informative visits as follows: -

- Fishbourne Roman Palace and English Martyr's Church
- Milestones, the Living History Museum
- Waddesdon Manor
- Plus, a Health talk given by the charity ***Involve***.

And who can forget the delightful Christmas meal at The Bull in Wrotham, with a festive sing-a-long? Or dancing the night away to the sparkling tunes at the ABBA Tribute night!

Now we all know that ***people*** who lead, need ***people*** who help and support....and I can't be Madam Chair without my team, the Committee. We meet regularly to ensure everything is running as smoothly as it can....and whilst there are serious matters to discuss.... There always seems to be an opportunity to laugh as well!

We have continued to be in contact with members and update them on our discussions at our Committee Meetings by emailing, and posting, a summary of our decisions, plans, and planned activities, and to encourage any feedback to promote involvement.

We maintain a visual contact with members with our in-person Monthly Meetings with guest speakers, with tea, coffee and biscuits as usual.

We continued to maintain full capacity attendance for all organised activities and events and our membership numbers continued to grow at a steady rate, currently 573.

## Section D Achievements and performance

## Section E Financial review

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

We have a '**Reserves Policy**', and, in brief, the level to be maintained equates to a year's running costs, **plus** any **Reserved** and **Designated** funds.

The level of reserves is reported on, currently bi-monthly, by the Treasurer to the Committee. Any decision relating to the increase, or decrease, in **Membership Fees** will take into account the maintaining of the agreed **Reserves** level.

### Details of any funds materially in deficit

N/A

### 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.

**Membership Fees** are the principal source of funds which had been reduced and frozen for a couple of years until 2023 to reflect reduced expenditure in activities and meetings due to Covid restrictions. They have recently increased to reflect inflation but are now still 25% below the pre-covid level.

## 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) **M J Blewer**

Full name(s) Melanie Blewer

<b>Position (eg Secretary, Chair, etc)</b>	Chair	
<b>Date</b>	1 <sup>st</sup> June 2025	

# Kings Hill and District U3A Y/E Accounts 2024-2025

	y/e	31.03.24	31.03.25
Balance B/Fwd	B/Fwd		
Social Activity IN			
Computer Software		0.00	0.00
Donations		11.00	100.00
Gift Aid Refund	2022/23	864.28	2282.54
Membership		8065.00	8510.00
Misc Income		109.35	88.78
SIG - Singing income		417.60	309.70
Income for year		38423.37	33898.42
TOTAL			
Social Activity OUT			
Bank Charges		161.64	180.68
Committee Expenses/u3a		30.00	51.50
Computer Software		60.00	216.54
Convenors' Lunch		451.38	1024.55
Equipment		52.96	1001.49
Hall Hire		1147.50	1195.48
Hospitality		411.05	350.15
Misc Expenses		394.77	305.59
Monthly Speaker's Fees		1440.00	1197.60
Postage, Printing, Stationery		118.81	30.74
SIG - Singing Hall Hire		369.75	84.00
Training		96.05	0.00
u3a Trust Membership Fees		4232.14	4397.40
Website		80.00	80.00
Expenditure for year			
SURPLUS / LOSS for year			
YEAR END NET RESERVES			

Examined and Found correct

signed

External Auditor. Richard Fox

Approved by Management Committee

Date

28/4/25

signed

Treasurer David Murray

Date

29/4/25.

signed

Chair

Date

Melanie Blewer

30/4/25

Richard Fox  
7 The Close, Birling, West Malling  
Kent ME19 5WJ  
Tel: 01732 842893 / 07840 477599

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28<sup>th</sup> April 2025

David Murray  
Kings Hill & District U3A  
c/o 10 Crabtree Close  
Kings Hill  
ME19 4FR

Dear David

**Kings Hill & District U3A Accounts 2024-25**

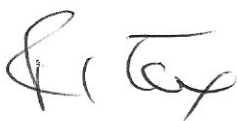
I have examined the 2024-25 accounts, and found them to be accurate and consistent.

In my analysis, I have taken the Beacon listing and CAF annual CSV dump as unimpeachable records. These electronic documents can be traced back to records held by third parties, so can be trusted.

The checks I have done are:

- Verified the categorisation of the Beacon electronic accounts into the Income & Expenditure statement.
- Cross-checked 100% of the paper expense sheets against your Beacon record; verified that all Beacon records other than bank charges has a paper expense sheet.
- Verified a random 20% sample of expense sheets against the CAF records.
- Verified that the end-of-year balance on 31/3/2025 differs from the end-of-year balance on 31/3/2024 by the amount of the difference between income and expenditure. I note that no cash was held over either year-end, and that you deal with cash only on a handful of occasions. There were a few uncashed cheques over each year-end, and these are accounted for.
- Verified that the accounts for 2024-25 are consistent with the accounts for 2023-24.
- Looked for any evidence of inappropriate handling of funds, and found none.

Therefore, I can with good conscience sign the Income & Expenditure Statement as being a true and accurate representation of the financial affairs of the U3A, to the best of my knowledge.



Richard Fox