



# Trustees' Annual Report for the period

From		Period start date			To			Period end date		
		1st	APRIL	2022				31st	March	2023

## Section A Reference and administration details

Charity name	Sawbridgeworth U3A
Other names charity is known by	None
Registered charity number (if any)	1173937
Charity's principal address	1 Seymour Mews Sawbridgeworth
Postcode	CM21 0BD

### 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	Gill Sewell	Chairperson		
2	Carol Dixson-Smith	Deputy Chairperson		
3	Phillip Simmons	Treasurer		
4	John Dickenson	Secretary		
5	Barrie Lazarus			
6	Patricia Lee		1 April 22 to 6 Dec 22	
7	Derek Piercy			
8	Maxine Tilley			
9	Margaret Giles		20 May22 to 31March 23	
10	Alan Goodman		2 Dec 22 to 31 March 23	
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

### 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 Members

### 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 are affiliated to the National Third Age Trust

## 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 older people and those who are retired from full time work by all means, including associated activities conducive to learning and personal development, in Sawbridgeworth 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)**

Running over 40 interest and self- learning groups covering all aspects of educational subjects and visits to places of interest and enjoyment specific to the third age generation to educate and enlighten.  
Providing speakers on a variety of topics and interest at our monthly meetings to enhance members perspectives on these issues.

The Trustees declare that they have had regard to the Charity Commission public benefit guidance when exercising any power or duties to which the guidance is relevant.

**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.

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

During the period under review the trustees and members of the charity have continued to be well supported by the members whose numbers are maintained at around 400. We have had our first full year of activities since the pandemic. Thanks to our hard-working team the hall is full for our General Meetings where we have entertained speakers ranging from a talk about medical dogs to hearing about the life of a local well-known conductor and producer of music.

Our interest groups continue to function well. Although we have reduced activities a solid core of them continue to grow. New members are being attracted on a regular basis and enthusiasm is being maintained.

Early in the year we were able to re-plan several educational visits. The first of these was a visit to the National Space Centre which was of great interest to many of our members who remembered experiencing the beginnings of manned space exploration. We learnt about beer making on a visit to a brewery in the summer and late summer there was a group holiday where we visited a willow farm, travelled on a steam train, and learnt some of the history of Wells amongst other activities. There have also been several theatre visits including one to the ballet. We would not otherwise have had many of these opportunities and experiences.

## Section E Financial review

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

Our Target Reserves are based on twelve months on any expenditure with an annual commitment plus six months on any other revenue expenditure.

### 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

## Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s) *G Sewell*

Full name(s) Gillian Sewell

Position (eg Secretary, Chair, etc) Chairperson

Date 5<sup>th</sup> May 2023

**Sawbridgeworth U3A - Charity Number 1173937****Income and Expenditure Account****for the year ended 31st March 2023**

	Notes	General Account £	Groups £	Social Account £	Total £	Total 2022 £
<b><u>Receipts</u></b>						
Membership	1	6355			6355	2665
Gift Aid		284			284	0
Miscellaneous Income		0				24
Social Events booking fees,tickets etc.				87023	87023	46006
Groups - Income			3587		3587	2630
<b>Total Income</b>		6639	3587	87023	97249	51325
<b><u>Payments</u></b>						
Subscription Fee (Third Age Trust)		1712			1712	1358
Meetings						
Hall Hire		615			615	224
Speakers		575			575	735
u3a Magazine		1016			1016	655
u3a Beacon		376			376	0
Zoom		99			99	72
Printing, Postage & Stationery		146			146	241
Cards & Flowers		188			188	162
Miscellaneous		110			110	70
Equipment		163			163	137
Community Event		176			176	0
Social Events Transport & Entrance Fees etc				84780	84780	45080
" Admin Expenses				236	236	0
" Raffle Costs				146	146	0
Groups - Expenditure			3733		3733	2364
<b>Total Expenditure</b>		5176	3733	85162	94071	51098
<b>Net Income</b>		1463	-146	1861	3178	227
<b>Retained Income</b>	brought forward	7815	1014	4004	12833	12606
<b>Retained Income</b>	carried forward	£9,278	£868	£5,865	£16,011	£12,833

**Sawbridgeworth U3A - Charity Number 1173937****Balance Sheet****As at 31st March 2023**

	Notes	£	£	2022 £
<b>Assets</b>				
General Account Bank Balance	2	15240		13329
Social Account Bank Balance	3	7572		16620
Social Account Paid in Advance		1963		8807
Cash held by Groups		231		510
Cash not banked-Social Account		0		241
Cash in Hand		6		30
			25012	39537
<b>Liabilities</b>				
Membership fees received in advance		5325		5040
Social Account Payments received in advance		3676		21664
			9001	26704
<b>Net Assets</b>		<b>£16,011</b>		<b>£12,833</b>
<b>Reserves</b>				
General Reserves			9278	7815
Group Reserves	4		868	1014
Social Account Reserves			5865	4004
<b>Total Reserves</b>		<b>£16,011</b>		<b>£12,833</b>

**Notes to the Accounts**

- 1 Membership subscriptions relate to 426 members
- 2 General Bank Balance includes £5325 membership fees received for 2022/2023
- 3 Social Account Bank Balance includes £3676 payments received for future functions and takes into account £1963 paid out for future functions.
- 4 Group Reserves consist of cash held by Groups £231 and £637 held on their behalf in the General Bank Account.

**P Simmons** Treasurer**Examination of Accounts**

I have carried out an examination of the accounts and have received satisfactory explanations on all matters raised.

I consider that the figures shown in the accounts reflect the activities of this organisation for the year ended 31st March 2023 and that the accounts have been maintained in a satisfactory way.

**D G Brampton** Independent Examiner

8th May 2023

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