



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01/04/2024 To 31/03/2025

Charity name: Hawkwell Village u3a

Charity registration number: 1178118

Objectives and Activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | The advancement of education, and in particular the education of older people and those who are retired from full-time work, in varied ways including activities conducive to learning and personal development. |
| 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 | Over the past year our u3a has continued to provide, the people of Hawkwell Village and further afield, with many opportunities to come together, learn new things, and stay physically & mentally active during their later years. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | The Trustees have encouraged and enabled people, who are no longer in full time paid employment, to help each other to share their knowledge, skills, interests and experiences. The Trustees have promoted the values of lifelong learning and the positive attributes of belonging to a U3A. The Trustees have done all they can to ensure that people wanting to join our u3a could do so. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|---------------------------------|----------------|--|
| Contribution made by volunteers | Para 1.38 | <p>Our Interest Groups are led by committed Group Leaders. We currently have 35 active groups which are promoted to both new and existing members. Our members are kept up to date, about groups, through a monthly Newsletter, emails and announcements made at our monthly meetings. The Group Leaders are also able to keep in touch with their group members through our secure u3a database, and most of them contact their members regularly before group sessions.</p> <p>Our monthly meetings featured a variety of speakers who covered a diverse selection of interesting topics. The meetings run smoothly thanks to our volunteers for setting up the hall and helping in the kitchen.</p> |

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 | <p>The membership numbers at our AGM in April, stood at 311 Members.</p> <p>The monthly meetings are usually streamed on Facebook, so that more of the membership can attend remotely.</p> <p>All of our groups are open to all members.</p> <p>The Trustees consider it is vitally important that we expand our Interest Group offer so that more of our members have a chance to come together to learn new things and remain physically and mentally active. We have made significant progress in this respect and now have 35 active Interest Groups.</p> <p>Financial help is available to new groups this is met from our reserves if needed.</p> |

Financial Review

| | | | | | | | | |
|--|-----------|---|--------------|----------|----------------|----------|---------------------|----------|
| Review of the charity's financial position at the end of the period | Para 1.21 | <p>The main account income is from membership fees. We have reduced these fees over the years as we want to reduce the excess we are holding. The social account excess is generated from running events that each make a small excess. This has been noted and we intend to run some events with a planned loss to reduce the excess held. This last year (over all accounts) we reduced the total excess held by £312</p> <p>At year end the balances in each of the accounts once prepayments are accounted for were</p> <table><tr><td>Main Account</td><td>£5182.72</td></tr><tr><td>Social Account</td><td>£1964.98</td></tr><tr><td>Development Account</td><td>£1015.53</td></tr></table> | Main Account | £5182.72 | Social Account | £1964.98 | Development Account | £1015.53 |
| Main Account | £5182.72 | | | | | | | |
| Social Account | £1964.98 | | | | | | | |
| Development Account | £1015.53 | | | | | | | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | <p>The reason for keeping a reserve in the main account is to ensure any liabilities can be settled if we stopped operating as some payments are paid in arrears. The reason for keeping a reserve in the social account is to be able to pay a supplier if an event we put on was to run at a loss.</p> <p>The reason for currently keeping a balance in the development account is to pay for unexpected large cost items (such as a projector this year).</p> | | | | | | |
| Amount of reserves held | Para 1.22 | <p>We aim to keep a minimum reserve of £2500 in the main membership account and £1000 in the social account.</p> | | | | | | |

| | | |
|--|-----------|------|
| Reasons for holding zero reserves | Para 1.22 | N/A |
| Details of fund materially in deficit | Para 1.24 | N/A |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | NONE |

Structure, Governance and Management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document (trust deed, royal charter) | Para 1.25 | Constitution adopted 25 April 2024 |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | Unincorporated Association |
| 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 | At each Annual General Meeting all trustees retire and subject to length of terms set out in our constitution they may stand again and positions are filled by vote at the AGM. The elected trustees may, at any time, co-opt up to 2 trustees until the next AGM and may reappoint such co-opted trustees for up to two additional successive 12 month periods. |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|---|
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | The Charity is affiliated to the Third Age Trust. The Trustees have the power to co-operate with other charities, voluntary bodies and statutory authorities and to exchange information and advice with them and in particular with other u3as, clusters of u3as and The Third Age Trust |
|---|-----------|---|

Reference and Administrative details

| | |
|-----------------------------|---|
| Charity name | Hawkwell Village u3a |
| Other name the charity uses | |
| Registered charity number | 1178118 |
| Charity's principal address | 2, Jubilee Gardens, Rochford, Essex SS41XJ |

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 | Brenda Robinson | Chair | | |
| 2 | Janet Arrowsmith | Vice-Chair | | |
| 3 | Dave Ashpole | Vice-Chair | | |
| 4 | Jennifer Laird | Assistant Treasurer | | |
| 5 | Brian Pickard | Treasurer | | |
| 6 | Pam Forsyth | Business Secretary | | |
| 7 | Andrea Johnson | Membership Secretary | | |
| 8 | Mike Hall | Social Secretary | | |
| 9 | Coral Kathro | Groups Co-ordinator | | |
| 10 | Jackie Ford | Speaker Secretary | | |
| 11 | Kate Broad | Technical Officer | | |
| 12 | Dawn Catton | Welfare Officer | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |

Declarations

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


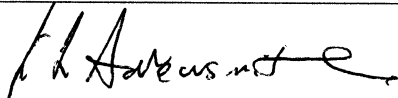
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

| | |
|---|---|
|  |  |
| Brenda Robinson | Janet Arrowsmith |
| Chair | Vice Chair |
| 28/08/2025 | 28/08/2025 |

Hawkwell Village u3a

Statement of Accounts: all accounts

Income & Expenditure, 1st April - 31st March

| Category | Start year | 2024 | |
|----------------------------|-------------|--------------------|--|
| | In | Out | |
| 60's on a Sunday 2024 | £ 449.00 | £ 450.69 | |
| A.G.M. (April Meeting) | | £ 159.67 | |
| Anniversary 31st Jan 2025 | £ 3,642.00 | £ 3,603.70 | |
| Anniversary Summer event | £ 485.00 | £ 423.09 | |
| BBQ 26 Jul 2025 | £ 216.00 | £ 790.00 | |
| Beacon | | £ 288.00 | |
| Car treasure hunt | | £ 5.00 | |
| De Havilland 2024 | £ 386.00 | £ 380.00 | |
| Donations | £ 124.15 | | |
| Emmetts/Polehill 11/04/24 | £ 108.50 | £ 733.80 | |
| Equipment / Software | | £ 504.71 | |
| Error Payments/Repayments | £ 22.00 | £ 22.00 | |
| First Aid / Health Check | | £ 7.00 | |
| Flowers / In memory Of | | £ 193.00 | |
| Food Museum 29th May 2024 | £ 573.00 | £ 1,391.00 | |
| Garden Gp Hyland 16/5/25 | £ 230.00 | £ 234.25 | |
| Garden Gp Ickworth 18 Sep | £ 846.00 | £ 790.90 | |
| Garden Gp Perrywood | £ 520.00 | £ 520.00 | |
| Gardening Group | | £ 139.01 | |
| Gift Aid | £ 498.00 | | |
| Golf | £ 883.00 | £ 805.00 | |
| Group Leaders Meeting | | £ 337.19 | |
| Groups | £ 1,623.00 | £ 1,623.00 | |
| Hawkwell Village Hall | | £ 612.00 | |
| Hog Roast 27 July 2024 | £ 1,972.20 | £ 1,876.96 | |
| Lullingstone Csti 19/7/24 | £ 1,155.00 | £ 1,090.00 | |
| Membership | £ 4,324.00 | £ 15.00 | |
| Miscellaneous / Sundry | £ 0.01 | £ 111.47 | |
| Monthly Meeting Tea | | £ 201.10 | |
| Monthly Members Draw | | £ 15.00 | |
| Monthly Raffle | £ 785.00 | £ 222.51 | |
| Monthly Speaker | | £ 950.00 | |
| Monthly table quiz prizes | | £ 10.90 | |
| News Letter Hard Copy | £ 103.00 | | |
| Newsletter printed 25-26 | £ 20.00 | | |
| Nov/Dec Xmas Meetings | £ 29.98 | £ 549.92 | |
| Pavilion | £ 1,616.00 | £ 1,877.72 | |
| PayPal commission | | £ 38.43 | |
| Postage | | £ 20.40 | |
| Retired committee members | | £ 175.00 | |
| RoyalHospital/Chelsea 2Jul | £ 300.00 | £ 300.00 | |
| Saxon Hall 1/12/24 | £ 1,609.50 | £ 1,615.50 | |
| Short mat bowls grant | £ 1,350.00 | £ 1,358.65 | |
| Soul and Motown 6/04/25 | £ 310.00 | £ 189.00 | |
| Stationery | | £ 77.55 | |
| Swing evening 14/12/25 | £ 608.00 | £ 608.00 | |
| Third Age Trust | | £ 1,071.21 | |
| U3A Magazines | | £ 399.24 | |
| Van Gogh | £ 155.00 | £ 155.00 | |
| Waddesdon 28/5/25 | £ 1,076.00 | | |
| Zoom | | £ 101.92 | |
| Sub-totals | £ 26,019.34 | £ 27,043.49 | |
| Brought forward | £ 13,013.56 | | |
| Total | | £ 11,989.41 | |

Balance Sheet

| | |
|--------------------------|--------------------|
| Current | £ 8,193.57 |
| Number 2 Social Account | £ 2,587.98 |
| Number 3 development a/c | £ 1,105.53 |
| PayPal | <u>£ 102.33</u> |
| Total | £ 11,989.41 |

Audit Statement – Hawkwell Village U3A Accounts (Financial Year 2024–2025)

I volunteered to carry out an audit of the Hawkwell Village U3A accounts for the financial year 1st April 2024 to 31st March 2025.

During the course of the audit, I identified a small number of minor queries. All of these were resolved or explained satisfactorily by the Treasurer.

Based on my review, I am satisfied that the accounts have been properly maintained and present a true and fair view of the financial activities of the group for the stated period.

Carl Hathaway
23/08/2025