

PADDOCK WOOD U3A

England & Wales · Charity number 1179959

Details

Status Registered

Legal form Other

Registered 2018-09-18

Register [View on the Charity Commission register](#)

Contact

Address 4 Kingsmead Park
Church Road
Paddock Wood
Tonbridge
Kent
TN12 6HE

Phone 01892 835575

Email info@paddockwoodu3a.org

Website www.paddockwoodu3a.org

Activities

Objects: 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 PADDOCK WOOD AND ITS SURROUNDING LOCALITY.

Activities: The U3A members share their knowledge and talents freely with each other in informal learning interest groups. They create their own opportunities to learn in the ways that suit members best. As a result, members contribute to a wide range of engaging and stimulating interest groups in an atmosphere of mutual support and companionship. Members study not for qualifications but for enjoyment.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training, Other Charitable Purposes
- **Who:** Elderly/old People

Geography

- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£51,325	£47,889	-	-
2024-06-30	£50,603	£48,546	-	-
2023-06-30	£38,910	£34,602	-	-
2022-06-30	£39,950	£33,965	-	-
2021-06-30	£12,237	£12,195	-	-

Trustees

Name	Role	Appointed
Barry William Ednie		2022-04-25
George Trevor Carney		2024-07-15
Jenny Carney		2025-12-08
Linda Fearnley		2023-05-15
Margaret Ellen Bourne		2026-05-14
Margaret Warner		2024-11-11
Michael James Smith		2022-10-13
NEIL MACKINLAY LYNN		2024-07-15
Steven John Hann		2025-05-12
Trevor George Sampson		2024-10-10
WENDY WOLLEN		2018-10-11

PADDOCK WOOD U3A

England & Wales - Charity number 1179959

Accounts

Trustees' Annual Report for the period:

From: 01.07.24 Period start date: To: 30.06.25

Charity Name: Paddock Wood u3a

Charity Registration No 1179959

OBJECTIVES & ACTIVITIES

- The objectives of PW u3a are 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 Paddock Wood and its surrounding locality.
- Learning is by member participation in a varied range of interest groups, outings and social events and by attending meetings and seminars organised by the u3a.
- The Trustees have all been inducted into the role of Trustee following the guidance issued by the Charity Commission, including the acceptance of the Code of Conduct for Trustees.

Additional Information:

- A considerable number of members take on active roles in the organisation, from leading interest groups, organising events and outings, helping communications between members and serving on the committee, to providing refreshments at meetings. These roles are all voluntary.

Achievements and Performance:

- Over the last year PW u3a offered its members over 90 different interest groups covering such diverse subjects as languages, local history, music, art and both physical and social activities, all led by our volunteer members. Membership has grown from 600 to over 650, the highest since the u3a started.
- Four social events for the whole membership and eight study day trips took place, in addition the u3a organised theatre trips. Monthly meetings and seminars available to all were well attended.
- General information on a variety of health issues is provided regularly by the u3a Welfare Team.

- A monthly Newsletter to all members provides reviews of Study Days and other events, and gives members useful information about future events, guidance on how to avoid scams, and updates on community issues affecting our members. Our website provides information about all our activities and enables participation.

Financial Review

- The u3a's financial position is healthy. A small surplus was made in general expenditure a deficit on social activities.
- The u3a holds a reserve fund in a deposit account with the aim of covering unforeseen contingencies and a reserve for the Education and Development of existing and new Interest Groups.
- Amount of reserves held – 9,000 UK pounds

Additional Information:

- Income is generated from annual membership subscriptions, from events and group attendance fees. This is specifically to cover room hire and incidental expenses and the provision of technical expertise as needed by the Interest Groups.
- There are no major risks, but increasing hall hire charges are anticipated, as well as future increases in affiliation fees paid to the Third Age Trust.

Structure, Governance and Management

- The governing document is the Constitution.
- The charity is constituted by Unincorporated Association.
- Trustees are elected each year by the Membership present at the AGM. Trustees have the authority to co-opt Trustees as a result of casual vacancies and up to two additional Trustees to bring their number to a maximum of 14. Co-opted Trustees serve only until the next AGM and may then be appointed in the normal way. Trustees may be re-elected in subsequent years as laid out in the Constitution.

Additional Information:

- During the induction of Trustees, a new Trustee receives "The Essential Trustee: what you need to know" guide (Charity Commission) and the written guidance provided by the Third Age Trust, before taking on responsibilities.

Reference and Administrative details:

Charity Name: Paddock Wood u3a
 Reg. Charity No. 1179959
 Charity's Principal address: 4 Kingsmead Park, Church Road, Paddock Wood,
 Kent TN12 6HE

Names of the Charity Trustees who manage the Charity:

Trustee Name	Office	Dates acted	Appointed by
Trevor George Carney	ViceChair	15.07.24	Trustees Co-opted
Michael James Smith	Cttee Memb.		
Wendy Wollen	Secretary		
Neil MacKinlay Lynn	Treasurer	15.07.24.	Trustees Co-opted
Linda Fearnley	Speaker Coord		
Jennifer Carney	Welfare		
Trevor George Sampson	Publicity	10.10.24.	ditto
Margaret Warner	Cttee Memb.	11.11.24	Trustees Co-opted
Barry William Ednie	Cttee.Memb.		
Steven John Hann	Memb.Sec	12.05.25.	Trustees Co-opted
Michele Sinclair	Chair	10.10.24.	Resigned
Keith Merrin	Cttee Memb.	09.09.24.	Resigned
Fred Lemont	Interim Chair	10.10.24.	Trustees Co-opted
Jeff Bewsey	Memb. Sec	12.05.25.	Resigned

Declarations:

The Trustees declare that they have approved the Trustees' Report above:

Signed on behalf of the Charity's Trustees:

Signature: *Michael Smith*
 Full Name: MICHAEL JAMES SMITH
 Position: VICE CHAIRMAN
 Date: 20/04/2026

Paddock Wood u3a

Statement of Accounts: all accounts

Receipts & Payments, 1st July - 30th June

Category	End of Year 2025			Prior Year			
	In	Out	Net	In	Out	Net	
Bank interest	146		146	177		177	
Donations	477	103	375	986		986	
Education & Development		293	(293)			0	
Equipment		389	(389)		108	(108)	
Gift Aid			0			0	
Hall hire	316	2,663	(2,347)		2,240	(2,240)	
Interest groups	7,676	7,683	(7)	6,878	7,605	(728)	
Meeting fees	0		0	663		663	
Membership	12,155	124	12,031	11,563		11,563	
Overpayments (add to Sundry)			0			0	
Postage		200	(200)		151	(151)	
Printing and stationery (incl Handbooks)	44	570	(527)		937	(937)	
Publicity + Website		623	(623)		165	(165)	
Quattro events	4,810	6,197	(1,386)	7,779	7,708	71	
Refreshments	121	1,013	(892)		536	(536)	
Refunds			0			0	
Seminars	1,152	756	396	908	715	193	
Speakers	100	1,431	(1,331)		1,445	(1,445)	
Study Days	18,249	17,363	886	14,928	15,203	(275)	
Sundry (incl Beacon)	177	246	(69)	274	1,056	(782)	
Theatre trips	5,864	5,269	595	6,424	6,324	100	
Third Age Trust		2,746	(2,746)		4,262	(4,262)	
Visitors Fees	21		21	23		23	
Welfare	16	222	(206)			0	
	Sub-totals	51,325	47,889	3,435	50,603	48,456	2,147
	Brought forward			22,092			19,945
Total			25,527				22,092

Balance Sheet

Cash	1,760	996
Current	5,478	1,941
Deposit	10,732	11,562
Social 1	740	195
Social 2	5,619	4,760
Social 3	1,198	2,639
Total	25,527	22,092



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

PADDOCK WOOD USA

**On accounts for the year
ended**

30 JUNE 2025

**Charity no
(if any)**

1179959

Set out on pages

1

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

4/4/2026

Name:

MICHAEL SUBERT

**Relevant professional
qualification(s) or body
(if any):**

CHARTERED INSTITUTE
OF TAXATION

Address:

12 FOREMANS WALK

HEADCORN

KENT TN 27 9NE

PADDOCK WOOD U3A

England & Wales - Charity number 1179959

Accounts

Paddock Wood U3A Accounts 1 July 2023–30 June 2024

	2023–2024	2022–2023
INCOME		
Subscriptions	11,563.00	9,647.50
Meeting fees	663.00	926.00
Visitor fees	23.00	15.00
Bank interest	177.27	70.84
Sundry income ¹	274.00	525.72
Donations ²	986.01	264.78
Subtotal	13,686.28	11,449.84
Interest group income ³	6,877.80	8,368.32
Seminars	907.70	1,435.00
Theatre trips	6,424.13	4,820.50
Study days	14,928.00	8,488.00
Quattro events	7,779.00	4,349.00
Total income	50,602.91	38,910.66
EXPENDITURE		
Capitation fee	2,560.00	2,388.00
Hall hire	2,240.28	2,188.74
Speakers	1,445.00	1,361.39
U3A News direct mail (TAM)	1,701.76	2,971.40
Interest group expenses ⁴	263.07	257.43
Printing and stationery	501.88	502.84
Postage	151.30	124.27
Refreshments	535.99	601.62
Sundry expenditure ⁵	416.49	315.49
Website	165.00	-
Handbooks	435.00	390.00
Beacon	640.00	597.00
Equipment	107.95	569.20
Subtotal	11,163.72	12,267.38
Interest group payments ⁶	7,342.24	6,419.33
Seminars	714.84	1,178.75
Theatre trips	6,324.15	4,764.00
Study days	15,202.85	7,438.95
Quattro events	7,708.46	2,534.53
Total expenditure	48,546.26	34,602.94
Surplus / (deficit)	2,146.65	4,307.72
Balance brought forward 2022-2023	19,945.39	15,637.67
Total funds	22,092.94	19,945.39
Represented by:		
NatWest General	1,941.07	2,046.07
NatWest Social 1 (Theatre trips)	194.88	94.90
NatWest Social 2 (Study days)	4,759.80	5,034.65
NatWest Social 3 (Quattro)	2,638.86	2,568.32
NatWest Deposit account	11,561.59	9,484.32
Cash	112.50	18.19
Cash balances held by Interest groups	883.34	698.94
	22,092.04	19,945.39

Notes:

- 1 Combined raffle and tombola takings from August meeting 2023 and January meeting 2024.
- 2 Includes Gift Aid of £903.51 and £50 from a donation via CAF Bank as well as other donations.
- 3 Group income for those groups that hire premises. £1,632.13 went through the bank account and £5,245.67 was taken in as cash by group leaders. Details on page 3.
- 4 Includes expenses for sewn hearts by the Inspirational Stitchers.
- 5 Includes £64.20 CLA licence.
- 6 Payments made by Interest groups for hall hire. £2,280.97 was paid out through the bank account and £5,061.27 by group leaders. Details on page 3.

Social 1 - Theatre trips

Event	Income	Expense	Net	Balance b/f
From 2022-2023				94.90
Crazy for You (late payment)	40.00	-	40.00	134.90
Guys and Dolls	1,530.00	1,530.00	-	134.90
Witness for the Prosecution	980.00	980.00	-	134.90
Fawlty Towers	1,000.00	1,000.00	-	134.90
Sister Act (LUX Reward of £32.00)	1,352.00	1,280.00	72.00	206.90
Hello Dolly (LUX Reward of £37.13)	1,522.13	1,485.00	37.13	244.03
Expenses	-	49.15	(49.15)	194.88
Theatre income and expenditure totals	6,424.13	6,324.15	99.98	

Social 2 - Study days

Event	Income	Expense	Net	Balance b/f
From 2022-2023				5,034.65
Leonardslee (24 May 2023)	-	7.50	(7.50)	5,027.15
Romney Marsh Churches (13 July 2023)	-	2,630.00	(2,630.00)	2,397.15
Chiddingstone (15 August 2023)	1,271.00	1,428.00	(157.00)	2,240.15
Weald & Downland (13 September 2023)	1,722.00	1,549.80	172.20	690.35
Windsor Castle (19 October 2023)	2,184.00	2,100.60	83.40	773.75
Hampton Court Palace (24 April 2024)	2,184.00	1,981.20	202.80	976.55
Windsor Castle (23 May 2024)	2,250.00	2,148.00	102.00	1,078.55
Waterperry Gardens (12 June 2024)	1,872.00	1,839.75	32.25	1,110.80
Prepayments for future trips	5,217.00	1,568.00	3,649.00	4,759.80
Study day income and expenditure totals	14,978.00	15,252.85	(274.85)	

Balance brought forward includes all ticket sales for Romney Marsh (£2,700) and £41 income for Chiddingstone.

Social 3 - Quattro

Event	Income	Expense	Net	Balance b/f
From 2022-2023				2,568.32
Quiz and Cream Tea (8 July 2023)	80.00	942.18	(862.18)	1,706.14
Magic Night (9 October 2023)	1,056.00	955.48	100.52	1,806.66
Beatles event (23 November 2023)	1,490.00	2,566.79	(1,076.79)	729.87
Film Night (20 January 2024)	958.50	944.71	13.79	743.66
Bonnevilles (20 April 2024)	670.50	672.80	(2.30)	741.36
Prepayments for future events	3,524.00	1,626.50	1,897.50	2,638.36
Quattro income and expenditure totals²	7,779.00	7,708.46	70.54	

Deposit of £50 for Magic Night was paid in 2022-2023, so the actual surplus was £50.52. Tickets for July and November events also sold in 2022-2023.

Items for interest groups (part of Interest group expenses)

29/8/2023	Material for sewn hearts	39.98	Inspirational Stitchers
10/10/2023	Labels for sewn hearts	34.39	Inspirational Stitchers
6/3/2024	Material for sewn hearts	22.11	Inspirational Stitchers
11/4/2024	Complete Greek language books	27.01	Modern Greek
16/4/2024	Wine tasting glasses	44.36	Wine Group 3

Equipment for general use (Equipment)

18/9/2023	Equipment for AV system (cables, cable straps, batteries, microphone, etc.)	107.95	General	Fred Lemont
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Interest group account summaries

Those groups that hire halls cover their costs by taking in fees from their members. This income is recorded as part of the U3A income. The table below summarises the Interest group income and expenditure for the year 2023–2024.

Interest group	Balance b/f	Income	Expenditure	Transfer	Balance c/f
Art	46.25	351.00	341.75		55.50
Aviation	45.50	62.00	52.00		55.50
Brush Strokes	272.00	520.00	480.00		312.00
Canasta 2	2.02	246.90	246.74		2.18
Classic Cars	-	22.00	22.00		-
Croquet	10.60	144.90	90.00		65.50
Digital Photography	36.21	310.00	276.12		70.09
Flower Arranging	0.71	383.80	344.54		39.97
Harmony Singers	17.00	279.00	300.50		(4.50)
Italian for Beginners	52.00	372.00	260.00		164.00
Latin 2	-	162.20	154.00	2.00	10.20
Latin Beginners	-	170.20	154.00		16.20
Line Dancing	136.60	634.05	621.39		149.26
Local History	-	-	-		-
Mainly Men	40.10	91.50	103.20		28.40
Maritime History & Culture	-	103.00	66.00		37.00
Modern Greek Beginners	-	24.00	22.00	(2.00)	-
Pickleball	28.00	1,097.00	1,054.00		71.00
Postural Stability	1,044.60	-	827.20	(217.40)	-
Recorder Consort 1 and 2	-	87.00	87.00		-
Rummikub	-	42.00	30.00		12.00
Sequence Dancing	137.92	864.00	903.74		98.18
Sew Simple	39.22	474.25	354.06		159.41
Spanish 1 and 2	110.00	230.00	340.00		-
Table Tennis	81.26	207.00	212.00		76.26
General funds				217.40	217.40
Totals	2,099.99	6,877.80	7,342.24	-	1,635.55
Represented by:					
General bank a/c	1,401.05	1,632.13	2,280.97		752.21
Group cash	698.94	5,245.67	5,061.27		883.34

Independent Examiner's Report

Report to the Trustees and members of Paddock Wood U3A on accounts of the year ended 30 June 2024, set out on pages 1 to 3.

Registered charity number 1179959.

Responsibilities and basis of the report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 June 2024.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

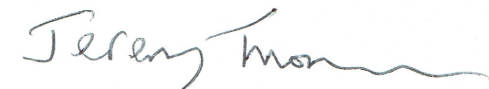
Independent examiner's statement

I have completed my examination of the books and records of Paddock Wood U3A. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner:



JEREMY OLIVER FREEMAN THOMPSON ACIB.

Date: 11 August 2024

PADDOCK WOOD U3A

England & Wales - Charity number 1179959

Accounts



**Paddock Wood U3A
Trustees' Annual Report
and Accounts**

1 July 2022–30 June 2023



Trustees' Annual Report for the period

From: 1 July 2022

To: 30 June 2023

Charity name: Paddock Wood U3A

Charity registration number: 1179959

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of Paddock Wood U3A are 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 Paddock Wood and its surrounding locality.
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	Learning is by member participation in a varied range of interest groups, outings and social events, and by attending meetings and seminars organised by the U3A.
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 all been inducted into the role of Trustee following the guidance issued by the Charity Commission, including the acceptance of the Code of Conduct for Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	A considerable number of members take on active roles in the organisation, from leading interest groups, organising events and outings, helping communications between members, and serving on the committee, to providing refreshments at meetings. These roles are all voluntary.
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	<p>Over the last year Paddock Wood U3A offered its members over 75 different interest groups covering such diverse subjects as languages, local history, music, art, and both physical and social activities, all led by our volunteer members. Membership has grown from 591 to over 600, the highest since the U3A started.</p> <p>Three social events for the whole membership and five study day trips took place. In addition, the U3A organised four theatre trips. Monthly meetings and seminars available to all were well attended.</p> <p>General information on a variety of health issues is provided regularly by the U3A Welfare team, which also initiated a set of postural stability exercise classes to support members.</p> <p>A monthly newsletter to all members provides reviews of study days and other events, and gives members useful information about future events, guidance on how to avoid scams, and updates on community issues affecting our members. Our website provides information about all our activities and enables participation.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The U3A's financial position is healthy. A small loss was made in general expenditure over the last year, but at the same time a small surplus was made on social activities.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The U3A holds a reserve fund in a deposit account with the aim of covering unforeseen contingencies and inflationary pressures.
Amount of reserves held	Para 1.22	£6,000
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	n/a

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	Income is generated from annual membership subscriptions and from event and group attendance fees. This is specifically to cover room hire and incidental expenses and the provision of technical expertise as needed by the groups.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	There are no major risks, but increasing hall hire charges are anticipated, as well as future increases in affiliation fees paid to the Third Age Trust.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
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	Trustees are elected each year by the Membership present at the AGM in October. Trustees have the authority to co-opt Trustees as a result of casual vacancies and up to two additional Trustees to bring their number to a maximum of 14. Co-opted Trustees serve only until the next AGM and may then be appointed in the normal way. Trustees may be re-elected in subsequent years as laid out in the Constitution.

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	Trustees receive "The Essential Trustee: what you need to know" (Charity Commission) and the written guidance provided by the Third Age Trust before taking on responsibilities.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Paddock Wood U3A
Other name the charity uses	
Registered charity number	1179959
Charity's principal address	23 Siskin Gardens Paddock Wood Tonbridge TN12 6XP

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	Michèle Sinclair	Chair		Membership at AGM
2	Colin Beavington	Vice-Chair	until 13/10/2022	Membership at AGM
3	Wendy Wollen	Secretary		Membership at AGM
4	Anne Trevillion	Treasurer		Membership at AGM
5	Jeffrey Bewsey	Membership secretary		Membership at AGM
6	Janet Wheddon	Vice-Chair/Groups coordinator		Membership at AGM
7	Jennifer Carney	Welfare		Membership at AGM
8	Dawn Kirk	Welcome team	deceased April 2023	Membership at AGM
9	Raymond Crowle	Speakers' coordinator	until 13/10/2022	Membership at AGM
10	Frederick Lemont	Publicity	until 13/10/2022	Membership at AGM
11	Ronald Trevillion	Webmaster	until 13/10/2022	Membership at AGM
12	Barry Ednie	Committee member		Membership at AGM
13	Michael Smith	Committee member	from 13/10/2022	Membership at AGM
14	Linda Fearnley	Speakers' coordinator	from 15/5/2023	Co-option by Trustees
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	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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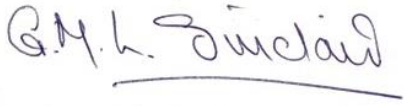
Other optional information

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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)	Gwyneth Michèle Lilian Sinclair	Anne Trevillion
Position (e.g. Secretary, Chair, etc.)	Chair	Treasurer

Date 8 September 2023

Paddock Wood U3A Accounts 1 July 2022–30 June 2023

	2022–2023	2021–2022 restated
INCOME		
Subscriptions	9,647.50	9,076.00
Meeting fees	926.00	894.00
Visitor fees	15.00	18.00
Bank interest	70.84	1.87
Sundry income	525.72	200.00
Donations	264.78	85.44
Subtotal	11,449.84	10,275.31
Interest group income ¹	8,368.32	175.00
Seminars	1,435.00	678.00
Theatre trips	4,820.50	1,571.00
Study days	8,488.00	26,006.00
Quattro events	4,349.00	1,245.00
Total income	38,910.66	39,950.31
EXPENDITURE		
Capitation fee	2,388.00	2,216.00
Church hall hire	2,188.74	1,763.60
Speakers	1,361.39	1,065.00
U3A News direct mail (TAM) ²	2,971.40	-
Interest group expenses ³	257.43	190.38
Printing and stationery	502.84	250.33
Postage	124.27	103.62
Refreshments	601.62	693.17
Sundry expenditure ⁴	315.49	354.29
Website	-	165.00
Handbooks	390.00	375.00
Beacon	597.00	554.00
Equipment	569.20	306.36
Subtotal	12,267.38	8,036.75
Interest group payments ⁵	6,419.33	24.00
Seminars	1,178.75	760.70
Theatre trips	4,764.00	1,530.50
Study days	7,438.95	22,331.05
Quattro events	2,534.53	1,282.13
Total expenditure	34,602.94	33,965.13
Surplus / (deficit)	4,307.72	5,985.18
Balance brought forward 2021-2022	15,637.67	9,652.49
Total funds	19,945.39	15,637.67
Represented by:		
NatWest General	2,046.07	3,880.05
NatWest Social 1 (Theatre trips)	94.90	38.40
NatWest Social 2 (Study days)	5,034.65	4,985.60
NatWest Social 3 (Quattro)	2,568.32	753.85
NatWest Deposit account	9,484.32	5,913.48
Cash	18.19	66.29
Cash balances held by Interest groups	698.94	-
	19,945.39	15,637.67

Notes:

- The £175 deposited by Brush Strokes in 2022 has been moved to this new category, which reduces the Sundry income amount from 2021-2022 by £175. This new category includes the money taken in by Interest groups to cover their hall hire and other costs. See page 3.
- Fees for TAM for both 2022 and 2023 were taken in 2023.
- Includes start-up meetings and sewn hearts expenses. £24 hall hire for Brush Strokes in 2021-2022 moved to Interest group payments.
- Includes £60 CLA licence.
- This includes payments made by Interest groups for hall hire. Summaries on page 3

Social 1 - Theatre trips

Event	Income	Expense	Net	Balance b/f
From 2021-2022				38.40
Back to the Future	731.00	722.50	8.50	46.90
Oklahoma	600.00	594.00	6.00	52.90
Noises Off	756.00	735.00	21.00	73.90
Operation Mincemeat	701.50	678.50	23.00	96.90
Bonnie and Clyde	792.00	770.00	22.00	118.90
Crazy for You	1,240.00	1,264.00	-24.00	94.90
Ticket income and expenditure totals	4,820.50	4,764.00	56.50	

Social 2 - Study days

Event	Income	Expense	Net	Balance b/f
From 2021-2022				4,985.60
Potters refunds (May 2022)		369.90	(369.90)	4,615.70
Godinton House refund (June 2022)		43.00	(43.00)	4,572.70
Brighton Royal Pavilion (July 2022)	90.00	2,010.25	(1,920.25)	2,652.45
Walmer Castle (August 2022)	850.00	1,361.40	(511.40)	2,141.05
Goodwood Revival (September 2022)	20.00	750.00	(730.00)	1,411.05
Leonardslee (May 2023)	1,610.00	1,583.80	26.20	1,437.25
RHS Wisley (June 2023)	1,455.00	1,320.60	134.40	1,571.65
Prepayments for future trips	4,463.00	-	4,463.00	6,034.65
Study day income and expenditure totals	8,488.00	7,438.95	1,049.05	
Transfer surplus to General funds		1000.00	(1000.00)	5,034.65

Social 3 - Quattro

Event	Income	Expense	Net	Balance b/f
From 2021-2022				753.85
Barn Dance (October 2022) ¹	808.00	918.78	(110.78)	643.07
Tribute Night (January 2023)	797.00	713.91	33.09	676.16
Race Night (April 2023)	634.00	541.84	92.16	768.32
Prepayments for future events	2,180.00	380.00	1,800.00	2,568.32
Quattro income and expenditure totals ²	4,369.00	2,554.53	1,814.47	

¹Barn Dance had a cost of £50 in 2021–2022, so the overall loss was £160.78. ²Totals differ from the accounts because the prize of a £20 free ticket was carried forward from Race Night to the Quiz and Tea.

Equipment for general use (Equipment)

9/1/2023	Dell laptop for U3A resilience	529.00	Treasurer	Anne Trevillion
17/4/2023	USB to VGA adaptor	34.95	General	Fred Lemont
16/5/2023	Batteries for clicker	5.25	General	Fred Lemont

Items for interest groups (part of Interest group expenses)

25/11/2022	Scrabble board	26.79	Scrabble 2
28/11/2022	Conductor's stand	20.00	Harmony Singers
5/5/2023	Materials for hearts	50.60	Inspirational Stitchers
9/5/2023	IT support books	48.98	IT
16/5/2023	Materials for hearts	52.82	Inspirational Stitchers

Interest group account summaries

Those groups that hire halls cover their costs by taking in fees from their members. This income is recorded as part of the U3A income. The table below summarises the Interest group income and expenditure for the year 2022–2023.

Interest group	Balance b/f	Income	Expenditure	Net change	Balance c/f
Art	70.00	342.00	365.75	-23.75	46.25
Aviation	42.00	140.50	137.00	3.50	45.50
Brush Strokes	151.00	625.00	504.00	121.00	272.00
Canasta 2	0.00	255.00	252.98	2.02	2.02
Croquet	11.60	159.00	160.00	-1.00	10.60
Digital Photography	40.00	286.00	289.79	-3.79	36.21
Flower Arranging	0.00	211.55	210.84	0.71	0.71
Harmony Singers	32.00	175.00	190.00	-15.00	17.00
Italian for Beginners	0.00	224.00	172.00	52.00	52.00
Line Dancing	0.00	863.50	726.90	136.60	136.60
Local History	0.00	40.00	40.00	0.00	0.00
Mainly Men	11.10	91.50	62.50	29.00	40.10
Pickleball	76.00	1,136.00	1,184.00	-48.00	28.00
Postural Stability	0.00	1,260.00	215.40	1,044.60	1,044.60
Sequence Dancing	37.47	858.00	757.55	100.45	137.92
Sew Simple	183.00	212.84	356.62	-143.78	39.22
Spanish 1 and 2	0.00	500.00	390.00	110.00	110.00
Table Tennis	163.26	322.00	404.00	-82.00	81.26
Totals	817.43	7,701.89	6,419.33		2,099.99
Represented by:					
General bank a/c	151.00	2,871.07	1,621.02		1,401.05
Group cash	666.43	4,830.82	4,798.31		698.94
	817.43	7,701.89	6,419.33		2,099.99

As this is the first year in which the figures have been recorded, the balance brought forward has been combined with the Interest group income in the main accounts. The exception is Brush Strokes, whose funds have been held in the U3A General bank account since April 2022.

The Interest group income recorded in the accounts for 2022–2023 is therefore:

$$£666.43 + £7,701.89 = £8,368.32$$

Independent Examiner's Report

Report to the Trustees and members of Paddock Wood U3A on accounts of the year ended 30 June 2023, set out on pages 1 to 3.

Registered charity number 1179959.

Responsibilities and basis of the report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 June 2023.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination of the books and records of Paddock Wood U3A. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner:


JEREMY OLIVER FREEMAN THOMPSON ACIB

Date: 7 September 2023

PADDOCK WOOD U3A

England & Wales - Charity number 1179959

Accounts



**Paddock Wood U3A
Trustees' Annual Report
and Accounts**

1 July 2021–30 June 2022



Trustees' Annual Report for the period

From: 1 July 2021

To: 30 June 2022

Charity name: Paddock Wood U3A

Charity registration number: 1179959

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of Paddock Wood U3A are 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 Paddock Wood and its surrounding locality.
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	Learning is by member participation in a varied range of interest groups, outings and social events, and by attending meetings and seminars organised by the U3A.
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 all been inducted into the role of Trustee following the guidance issued by the Charity Commission, including the acceptance of the Code of Conduct for Trustees.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	A considerable number of members take on active roles in the organisation, from leading interest groups, organising events and outings, helping communications between members, and serving on the committee, to providing refreshments at meetings. These roles are all voluntary.
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	<p>Over the last year Paddock Wood U3A offered its members over 75 different interest groups covering such diverse subjects as languages, local history, music, art, and both physical and social activities, all led by our volunteer members. Membership has grown to 591, the highest since the U3A started.</p> <p>Three social events for the whole membership and two study day trips took place, as well as an extended break. Monthly meetings and seminars available to all were well attended.</p> <p>General information on a variety of health issues and guidance on how to avoid scams was provided regularly by the U3A Welfare team and invited policing representatives, respectively.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The U3A financial position is healthy, having made a small surplus over the last year.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The U3A holds a reserve fund in a deposit account with the aim of covering unforeseen contingencies.
Amount of reserves held	Para 1.22	£6,000
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	n/a

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	Income is generated from annual membership subscriptions and from event and group attendance fees. This is specifically to cover room hire and incidental expenses and the provision of technical expertise as needed by the groups.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	There are no major risks, but increasing hall hire charges are anticipated, as well as future increases in affiliation fees paid to the Third Age Trust.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
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	Trustees are elected each year by the Membership present at the AGM in October. Trustees have the authority to co-opt Trustees as a result of casual vacancies and up to two additional Trustees to bring their number to a maximum of 14. Co-opted Trustees serve only until the next AGM and may then be appointed in the normal way. Trustees may be re-elected in subsequent years as laid out in the Constitution.

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	Trustees receive "The Essential Trustee: what you need to know" (Charity Commission) and the written guidance provided by the Third Age Trust before taking on responsibilities.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Paddock Wood U3A
Other name the charity uses	
Registered charity number	1179959
Charity's principal address	23 Siskin Gardens Paddock Wood Tonbridge TN12 6XP

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	Michèle Sinclair	Chair		Membership at AGM
2	Colin Beavington	Vice-Chair		Membership at AGM
3	Wendy Wollen	Secretary		Membership at AGM
4	Anne Trevillion	Treasurer	from 11/11/2021	Trustees (casual vacancy)
5	Jeffrey Bewsey	Membership secretary		Membership at AGM
6	Janet Wheddon	Groups coordinator	from 14/10/2021	Membership at AGM
7	Jennifer Carney	Welfare		Membership at AGM
8	Dawn Kirk	Welcome team		Membership at AGM
9	Raymond Crowle	Speakers' coordinator		Membership at AGM
10	Frederick Lemont	Publicity		Membership at AGM
11	Ronald Trevillion	Webmaster		Membership at AGM
12	Barry Ednie	Committee member	from 25/4/2022	Co-option by Trustees
13	Michael Smith	Committee member	from 13/10/2022	Membership at AGM
14				
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	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>G.M.L. Sinclair</i>	<i>Anne Trevillion</i>
Full name(s)	Gwyneth Michèle Lilian Sinclair	Anne Trevillion
Position (e.g. Secretary, Chair, etc.)	Chair	Treasurer
Date	19 December 2022	

Paddock Wood U3A Accounts 1 July 2021–30 June 2022

	2021–2022	2020–2021 (restated) ⁶
INCOME		
Subscriptions	9,076.00	5,644.00
Meeting fees	894.00	-
Visitor fees	18.00	-
Bank interest	1.87	0.60
Sundry income ¹	375.00	-
Donations	85.44	30.00
Subtotal	10,450.31	5,674.60
Seminars	678.00	-
Theatre trips	1,571.00	6,462.50
Study days	26,006.00	-
Quattro events	1,245.00	-
Total income	39,950.31	12,137.10
EXPENDITURE		
Capitation fee	2,216.00	1,778.00
Church hall hire	1,763.60	-
Speakers	1,065.00	1,150.00
U3A News direct mail ²	-	716.10
Zoom licence	-	183.88
Interest group expenses	214.38	-
Printing and stationery	250.33	149.11
Postage	103.62	153.71
Refreshments ³	693.17	-
Sundry expenditure	354.29	123.50
Website	165.00	-
Handbooks	375.00	-
Beacon	554.00	508.00
Equipment ⁴	306.36	-
Subtotal	8,060.75	4,762.30
Seminars	760.70	130.00
Theatre trips	1,530.50	6,764.90
Study days	22,331.05	-
Quattro events	1,282.13	-
Loan to Social 1 written off ⁵	-	537.62
Total expenditure	33,965.13	12,194.82
Surplus / (deficit)	5,985.18	(57.72)
Balance brought forward 2020–2021	9,652.49	9,710.21
Total funds	15,637.67	9,652.49
Represented by:		
NatWest General	3,880.05	1,446.91
NatWest Social 1 (Theatre trips)	38.40	(32.50)
NatWest Social 2 (Study days)	4,985.60	1,310.65
NatWest Social 3 (Quattro)	753.85	890.98
NatWest Deposit account	5,913.48	5,911.61
Cash	66.29	124.84
	15,637.67	9,652.49

Notes:

- This is made up of £200 compensation from NatWest bank and £175 funds deposited by Brush Strokes for hall hire.
- The invoice for this had not arrived by the end of the financial year. The amount owing is £1,380.76. The total affiliation fee (capitation plus Beacon plus direct mail) comes to £4,150.76, or approximately 46% of our subscription income (or 10% of total gross income).
- Previous accounts included categories of December and August meetings. Neither occurred in 2020–2021. These categories have now been removed. Details for all meetings are available on our website.
- This is a new category to represent the equipment bought by the U3A for general use. Its value is written off in the first year. A list of equipment is appended to these accounts.
- This will not appear in future years, as loans will not be needed.
- A mismatch of £100 that occurred has been corrected, and the accounts restated to reflect that.

Social 1 – Theatre trips

Event	Income	Expense	Net	Balance b/f
From 2020–2021				(32.50)
Transfer from General (postage for refunds 2020)	30.40		30.40	(2.10)
Tina Turner	1,175.00	1,145.50	29.50	27.40
Cinderella (date changed so only 11 able to go)	396.00	385.00	11.00	38.40
Ticket income and expenditure totals	1,571.00	1,530.50		

Social 2 – Study days

Event	Income	Expense	Net	Balance b/f
From 2020–2021				1,310.65
Brooklands	2,385.00	2,227.10	157.90	1,468.55
Potters	16,420.00	16,049.95	370.05	1,838.60
Godinton	1,849.00	1,782.00	67.00	1,905.60
Brighton Pavilion prepayments	2,025.00	-	2,025.00	3,930.60
Walmer Castle prepayments	612.00	-	612.00	4,542.60
Goodwood prepayments	2,715.00	2,272.00	443.00	4,985.60
Study day income and expenditure totals	26,006.00	22,331.05		

Social 3 – Quattro

Event	Income	Expense	Net	Balance b/f
From 2020–2021				790.98
October Race Night	470.00	410.75	59.25	850.23
March Quiz Night	310.00	272.64	37.36	887.59
June Tea at Gray's	465.00	548.74	(83.74)	803.85
Prepayment for Barn Dance		50.00	(50.00)	753.85
Quattro event income and expenditure totals	1,245.00	1,282.13		

Note that from the main accounts, the starting balance for the Quattro bank account was £890.98. However, £100 of this belonged in the General account and was transferred to give the correct starting balance of £790.98

Equipment for general use (Equipment)

Date	Description	Amount	Account	Responsible
14/07/2021	Banner from HiRez Design used on meeting days	144.00	General	Colin Beavington
17/07/2021	Storage tube for banner	19.99	General	Colin Beavington
10/11/2021	Three panel table top display board	110.99	General	Colin Beavington
25/01/2022	Batteries and new presentation remote for U3A laptop	15.39	General	Kept with laptop – Fred Lemont
27/01/2022	Cash box for Treasurer	15.99	General	Anne Trevillion

Items for interest groups (part of Interest group expenses)

Date	Description	Amount	Group	Responsible
03/12/2021	Canasta Group expenses – contribution of £50 towards cards and card shufflers	50.00	Canasta Group	Maggie Leighton
01/04/2022	Playing cards for Bridge Group	7.98	Bridge Group	Isabel Burrows
04/02/2022	Canasta Group expenses – contribution of £50 towards cards and card shufflers	50.00	Canasta Group	Jan Wheddon
25/05/2022	Clipboards for use on walks	18.49	Town Walks	Carol Croker

[Other Interest groups expenses were for stuffing for hearts sewn for Maidstone Hospital (£63.91) and hall hire (£24).]

Independent Examiner's Report

Report to the Trustees and members of Paddock Wood U3A on accounts of the year ended 30 June 2022, set out on pages 1 and 2.

Registered charity number 1179959.

Responsibilities and basis of the report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 June 2022.

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination of the books and records of Paddock Wood U3A. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Independent examiner:



Date:

JEREMY OLIVER FREEMAN THOMPSON

7 September 2022