

## **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 U3A ,

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:

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HEADCORN

KENT TN 27 9NE