
Trustees' Annual Report – To Year End 31/08/2022

Charity Details

Charity Name	Thorley U3A
Charity Registration Number	1182852
Address	c/o The Chairman Thorley U3A Meadow Cottage Butlers Hall Lane Thorley Bishop's Stortford CM23 4BL

Trustees – Officers

Carmen Konopka	Chair
Sue Warren	Vice Chair
Duncan Palmer	Business Secretary
Ken Blethyn	Treasurer

Trustees – Non-Officers

John Bailey	Assistant Treasurer
Diana Austin	Groups Co-ordinator
Roger Doughty	Membership Secretary (Elected 7th March 2022)
Tom McNeeney	Equality, Diversity & Inclusion Officer (Elected 7th March 2022)
Ian Hudson	Newsletter Editor (Elected 7th March 2022)

Advisers

Nick Ambrose	Web Support (Non Trustee)
David Aitken	Website (Non Trustee)

Others who served as Trustees for part of the financial year:

Jenni Kemp	Vice Chair (Retired 7th March 2022)
Anne Willett	Membership Secretary (Retired 7th March 2022)
Rosemary Hoskins	Groups Co-ordinator (Retired 7th March 2022)

Governance

The governing document of the charity is its constitution adopted on 4th March 2013, as amended at an Emergency General Meeting on 9th April 2018.

Thorley U3A is an un-incorporated charitable organisation with a financial turnover of between £25,001 and £250,000. As such, the charity is required to file a Charity Commission Annual Return.

The Return comprises an online form, a PDF copy of accounts (independent examination required), and the Trustees' Annual Report. These items are due to be filed within ten months of the charity's financial year-end of 31st August.

Trustees are nominated and elected by members, usually for a period of three years. Appointment of new Trustees takes place at the AGM, normally in January. The Trustees manage the charity by way of monthly committee meetings which all members are welcome to attend.

Thorley U3A is a member of the Third Age Trust.

Financial Review

Principal sources of funds are membership subscriptions and payments from members for the activities in which they participate.

The Trustees constantly review the level of reserve funds and will adjust membership fees according to our financial expectations. Our aim is to maintain a level of funding approximating to between 6-9 months' annual income in reserves.

Subscriptions for the financial year (to 31st August 2022) were £15.00 per member and it has been decided to maintain them at that level for the following financial year (to 31st August 2023).

Accounts for the year to 31st August 2022 have been approved by the charity's independent examiner and are appended to this report.

Public Benefit Statement

In carrying out their duties, the Trustees have had full regard to the guidance issued by the Charities Commission on public benefit and that of the Third Age Trust.

Objectives and 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, for those residing in Thorley, Bishop's Stortford and its surrounding locality.

Activities for achieving objects

- Held monthly meetings available to the entire membership at which invited speakers delivered talks on topical and educational subjects. This was via Zoom during Covid-19 restrictions. However, by September 2021 face-to-face monthly meetings were restarted, with Zoom being maintained at the same time for those unable to attend in person.
- Operated more than 40 Interest Groups, covering topics such as art, customs & cultures, languages, gardening, bridge, photography, walking, singing, pilates, etc. Almost all of these groups went back to normal face-to-face meetings following the lifting of Covid-19 restrictions. We were able to restart the suspended calligraphy and history groups and to start a new craft group.
- Organised a Quiz Night in November 2021, with 80 members attending, and a Christmas Lunch in December 2021 with 86 members attending. Organised a meeting for all new members in May 2022 – the first we had been able to do for two years because of Covid-19 restrictions. Held a 'Come and Sing For Fun' afternoon in July 2022.
- Organised a number of trips and outings for members, including a tour of a local church, visit to the Crossness sewage pumping station, several theatre trips, outings to Leeds Castle, Thursford, the Cambridge Eco Mosque and Fitzwilliam Museum, the Royal Botanic Gardens at Kew and a number of other gardens, plus a Bengal food tasting
- Ran a four-night visit to Weymouth & the Jurassic Coast in September.
- Developed guidelines and user-friendly risk assessments to promote safer meetings.
- Continued to develop the website and issue monthly news Update emails to promote the organisation's activities and provide access to members' news and Interest Group activities. In addition, restarted the bi-monthly Newsletter from March onwards.
- Ongoing programme to maintain and expand the activities offered.

The operation of Thorley U3A relies upon the dedicated contributions made by members on a voluntary basis.

Achievements and Performance

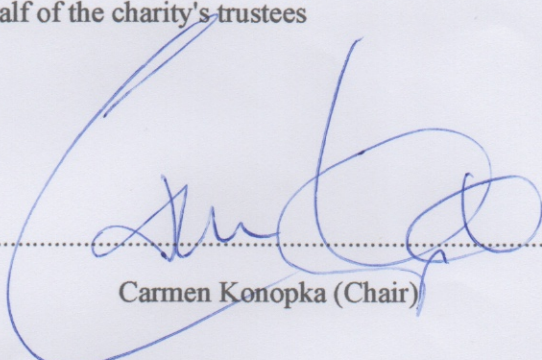
- Provided a University of the Third Age for approximately 550 retired and semi-retired residents of Thorley, Bishop's Stortford, and the surrounding locality.
- Provided educational and informative talks for members attending monthly meetings.
- Provided Interest Groups for members covering a wide range of educational and associated activities.
- Provided news and information to all members about Thorley U3A and the wider U3A movement's activities.
- Enabled members, some of whom are isolated people, to make new friends and acquaintances and to participate more fully in the local community.
- Membership as of 31st August 2022 is 565.

Declaration

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

Signed on behalf of the charity's trustees

Signature:


Carmen Konopka (Chair)

Date: 29/10/22

References:

Prepare Annual On-line return

<https://www.gov.uk/guidance/prepare-a-charity-annual-return>

Send Annual On-line return

<https://www.gov.uk/send-charity-annual-return>

Charity Reporting and Accounting Essentials

<https://www.gov.uk/government/publications/charity-reporting-and-accounting-the-essentials-november-2016-cc15d/charity-reporting-and-accounting-the-essentials-november-2016-cc15d--2>

Thorley U3A Accounts

Income and Expenditure sheet 1st September 2021 to 31st August 2022

Income		Expenditure	
Advertising (Newsletter)	-	Admin expenses	161.15
Book sales	-	Affiliation Fee Herts U3A	-
Donations	-	Audit fees	300.00
Gift aid (HMRC)	637.52	Bank charges - Current Account	47.20
Herts U3A network refund	86.75	Bank charges - Social Account	164.10
Member subscriptions	4,290.00	Beacon subscription	549.00
Newsletter sales	-	Defibrillator maintenance	-
Payments received in error	461.00	Equipment and appliances	188.27
Profits from events (Quiz night and Xmas lunch 2021)	166.58	Gift vouchers	90.00
Transfer from Social Account	145.84	Group costs	900.00
		Hall hire charges	1,856.00
		Magazine Third Age Trust	1,143.54
		Membership Third Age Trust	2,180.00
		Miscellaneous	-
		Newsletter printing	-
		Payments made in error	145.84
		Raffle prizes	57.00
		Refreshment costs	291.53
		Refund on membership subscriptions	30.00
		Speakers fees and gifts	906.49
		Transfers to Social Account	461.00
		Zoom licence fees and BT data	206.67
Total money paid in during the year 2021 - 22	5,787.69	Total money paid out during the year 2021 - 22	9,677.79
Loss	3,890.10	Profit	-
	<u>9,677.79</u>		<u>9,677.79</u> -
Accumulated profit b/fwd	9,889.89	Bank - 3761	10,392.79
C/fwd subs 2022.23	4,393.00		
Profit/Loss for the year	- 3,890.10		
Total	<u>10,392.79</u>		<u>10,392.79</u> -
Bank - 3778	6,031.65	Bank - 3778	6,031.65
	<u>16,424.44</u>	Total money available	<u>16,424.44</u>

The above financial statement has been prepared from the records kept by the Treasurer and the receipts presented to me.
I have carried out an examination of the accounts and have received satisfactory explanations on all matter raised.
I find the above account a true and correct record of the club's financial position

Auditor: *M. Sullivan* Date: *19/11/22*
FCCA

Thorley U3A Accounts
Social Account

Income and Expenditure sheet 1st September 2021 to 31st August 2022

Income		Expenditure	
Art group	275.00	Art group	657.77
Thorley U3A choir	4,283.40	Thorley U3A choir	3,906.75
Cultures and customs group	5,581.00	Cultures and customs group	6,552.92
Dressmaking group	897.50	Dressmaking group	650.00
Family history group	675.00	Family history group	405.50
Gardening group 1	4,149.50	Gardening group 1	3,981.00
Gardening group 2	927.00	Gardening group 2	2,137.25
History group	965.00	History group	74.90
Photography group	185.00	Photography group	175.00
Table tennis group 1 (Wednesday)	1,310.00	Table tennis group 1 (Wednesday)	1,241.00
Table tennis group 2 (Tuesday)	1,333.50	Table tennis group 2 (Tuesday)	1,241.00
Table tennis group 3 (Thursday)	1,381.00	Table tennis group 3 (Thursday)	1,328.00
Hello Dolly - Sep 2020-21 (SP)	-	Hello Dolly - 2020-21 (SP)	140.00
Torquay trip (MB)	25,344.67	Torquay trip (MB)	25,077.00
Quiz night trip (CK)	880.00	Quiz night trip (CK)	880.00
Xmas lunch 2021 (CK)	2,825.00	Xmas lunch 2021 (CK)	2,825.00
Drifters Girl - Garrick Theatre trip (SP)	2,310.00	Drifters Girl - Garrick Theatre trip (SP)	2,310.00
My Fair Lady trip (SP/PA)	3,455.00	My Fair Lady trip (SP/PA)	3,455.00
Newcastle trip (MB)	1,319.00	Newcastle trip (MB)	1,319.00
Thursford Xmas show 2022 (PA)	3,085.50	Thursford Xmas show 2022 (PA)	52.00
Balance on Completed Trips/Events (MB)	-	Balance on Completed Trips/Events (MB)	96.67
Balance on Completed Trips/Events (SP)	170.80	Balance on Completed Trips/Events (SP)	25.00
Bank charges	164.10	Bank charges	164.10
Miscellaneous	1,335.00	Miscellaneous	35.00
Total money paid in during the year 2021 - 22	62,851.97	Total money paid out during the year 2021 - 22	58,729.86
Loss	-		4,122.11
	<u>62,851.97</u>		<u>62,851.97</u>
Accumulated profit b/fwd	6,672.93		
Profit/Loss for the year	4,122.11	Bank closing balance (less outstanding chqs 100927+8)	10,795.04
Total	<u>10,795.04</u>		<u>10,795.04</u>

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I find the above account a true and correct record of the club's financial position

Auditor: *M Wilson* Date: *19/12/22*
FCCA