



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From **1<sup>st</sup> April 2023** Period start date **to 31<sup>st</sup> March 2024** Period end date

Charity name: **Bristol u3a**

Charity registration number: **291783**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<b>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 all associated activities conducive to learning and personal development in Bristol and its surrounding locality.</b>
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	Creation of interest groups for our members to facilitate learning via a wide range of activities. These will be at much lesser cost than equivalent educational bodies. Membership of Bristol u3a is open to all individuals who are interested in furthering the work of the u3a and who have paid the annual subscription.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Bristol u3a confirms that it continues to ensure that its activities are carried out for public benefit, and that in doing so the Trustees have had regard to the Charity Commission 's public benefit guidance where relevant.

### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable. All funds re used to support members participation e.g. venue hire etc. and Bristol u3a's operating costs.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The organisation has no paid staff so operates by the active participation of a range of members. Trustees and postholders are all volunteers. Over 150 interest groups for members are led by

		volunteers and further volunteers are involved in monthly meetings (with a public lecture) and social groups.
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>Membership had grown to just over 1550 by the end of the financial year, and 150 interest groups had formed, led by volunteers. These covered an incredibly wide number of subjects from practical outdoor activities such as walking, cycling &amp; Tai Chi to indoor discussion groups on politics, ethics. Groups also cover crafts, languages, creative writing, and scrabble. We continue to have social events in several geographical areas and a monthly social with a talk by an external speaker in a central Bristol location. Attendance at these public meetings has averaged at 90 people and seems to be growing. An annual social for Group leaders has been run again this year and communication with them promoted by a regular <i>Group Leaders e-update</i>.</p> <p>We are managed by an Executive Committee, elected from membership which has met monthly, considering strategic and detailed issues, and overseeing the work of three teams: Organisational Effectiveness, Strategy and Groups and Diversity and Inclusion. The committee has been keen to look at ways of increasing the geographical spread of the organisation and ensure that new members are gained in the areas where we are currently underrepresented. We have applied for small grants from South Gloucestershire Council and Bristol City Council for small projects to move these initiatives forward in the next financial year. The Committee continues to manage the administration of a scheme to support groups by funding venue costs from members subscriptions allowing meetings to take place in public community settings.</p> <p>All our events are volunteer led and staged in response to members interests, not through any external curriculum. Through taking part in these and by volunteering to assist running events, there is a good participation by members in activities. We</p>

		<p>assess one measure of our success as our low rate of members seeking not to resubscribe, in the region of 12% annually. Our survey of the members not renewing show people dropping out for a number of health and social reasons but do not highlight any disaffection with the range of activities we provide. The Governments 'Tackling Loneliness Annual Report 2023' stated 'loneliness can affect every area of our everyday lives, and the pandemic only highlighted the importance of social connections for people of all ages and backgrounds.' And goes on to highlight the benefits of social interaction and volunteering with people of an older age. We think that Bristol u3a is contributing positively to this agenda. We are helping members unlock the potential for leading an active and fulfilling third stage of their lives.</p>
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### **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	During the current year there was an excess of income over expenditure of £8688 Bristol u3a has £41,561k in hand at the year-end including in the deposit account in accordance with the Executive committee decision to maintain £10.5k Reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Bristol u3a aims to maintain a level of reserves of about six months expenditure. This is in accordance with Charity Commission guidance.
Amount of reserves held	Para 1.22	£10.5k
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	No particular concerns.

### 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	In the year £30,122 was received from membership subscriptions, £5,133 from HMRC Gift Aid, £3305 was received in grants, and £110 was received in donations.
Investment policy and objectives including any social investment policy adopted	Para 1.46	A deposit account is maintained with a High Street bank within the Financial Services Compensation Scheme, and it is used for reserves.
A description of the principal risks facing the charity	Para 1.46	The Committee worried that the rise in heating and cost of living costs for our members could impact on subscription renewals, therefore the committee agreed to maintain subscription rates 23/24. The rise in utilities and heating costs could be passed on to us by rising rental costs by community centres and other providers but so far by looking at alternative locations and reducing frequency of meetings, these rises have been kept to our budget predictions. Future public health emergencies could affect again our ability to hold in person meetings but hopefully we are now post pandemic better prepared to operate online.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution as amended 17 <sup>th</sup> April 2018
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	Annual election or re-election by membership at AGM (except for Treasurer who is elected for a three-year term of office).

### 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	Incoming trustees participate in a half day induction meeting introducing adopted policies and procedures and are provided with a copy of the Third Age Trust document, 'Trustee Code of Conduct (England and Wales)'
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 national umbrella body for Universities of the Third Age. It is a member of the Southwest Region.
Relationship with any related parties	Para 1.51	Annual subscription of £5,424 paid to use the u3a Head Office infrastructure including paid staff, policies and procedures resources and group wide purchased insurance and copyright licences.
Other		

### Reference and Administrative details

Charity name	Bristol u3a
Other name the charity uses	Bristol University of the Third Age
Registered charity number	291783
Charity's principal address	11, Alexandra Park, Redland, Bristol BS6 6QB

## 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	Ian Bickerton	Chair		
2	Martin Bromberg	Treasurer		
3	David Wilson	Secretary		
4	Richard Johnson	Vice Chair		
5	Paul Baker			
6	Paul Buckley			
7	Norma Sherratt			
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## Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

N/A
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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

No paid staff
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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)	David Martin Wilson	
Position (eg Secretary, Chair, etc)	Secretary	
Date	23 <sup>rd</sup> January 2025	



**BRISTOL U3A**

**STATEMENT OF FINANCIAL POSITION**

Opening balance as at 1 April 2023

<b>TOTAL ALL U3A ACCOUNTS</b>		<b>Year to 31 March 2024</b>	<b>Year to 31 March 2023</b>
<b>ASSETS</b>			
	Opening Balance	32,881	29,281
<b>INCOME</b>	Membership Subscriptions	30,122	27,780
	Paper Newsletters	1,392	1,380
	Venue/Hall Hire	2,221	1,255
	Gift Aid Refund	5,133	2,497
	Grants (Age UK , CAF & RWS)	3,305	2,067
			Not previously recorded
	Ring Fenced to groups	53	
	Donations	110	140
	Social	173	88
	Interest	400	22
	Total Income Received	<u>42,909</u>	<u>35,229</u>
<b>DEBTORS</b>	Venue/Hall Hire		177
	Total Debtors		<u>177</u>
<b>PREPAYMENTS</b>	Licences Remaining Value	139	164
	Venue/Hall Hire	67	
	Estimated Gift Aid Refund	3,098	4,932
	Total Prepayments	<u>3,304</u>	<u>5,096</u>
	Total Assets	<u>79,093</u>	<u>69,783</u>
<b>LIABILITIES</b>			
<b>EXPENDITURE</b>	Membership	126	168
	Annual Bulletin (inc. Postage)	3,194	4,186
	Paper Newsletters	900	1,021
	Postage	783	1,059
	Third Age Matters	4,305	3,987
	Stationery	46	86
	Promotions	649	1,069
	Third Age Trust Membership	5,424	5,432
	Beacon Licences	1,419	1,378
	Licences	252	264
	Account Charges	739	722
	Speakers Fees	460	735
	Social	34	97
	Venue/Hall Hire	15,728	11,296
	Group Exp incl Zoom	73	130
	Gift Aid Refund		
	Equipment	35	
	Total Payments made	<u>34,168</u>	<u>31,629</u>

<b>CREDITORS</b>			<b>not previously recorded</b>
Ring Fenced (Groups)	201		
Venue/Hall Hire o/s Invoices			
Total Creditors	201		
<b>PROVISIONS</b>			
Membership Remaining Value	2,694	11,575	
Newsletters Remaining Value	689	690	
Gift Aid payment to HMRC	2,624		
Venue/Hall Hire outstanding accruals	356	910	
Total provisions	6,363	13,174	
Total Liabilities	40,732	44,804	
<b>SURPLUS / (DEFICIT)</b>			
Assets over Liabilities	38,361	24,979	
<b>OVERALL POSITION</b>			
Cash			
HSBC Current Account	2,620	10,474	
HSBC Deposit Account	27,878	15,499	
PayPal Account	11,124	6,908	
Total Cash	41,622	32,881	
Debtors/Creditors	(201)	177	
PrePayments/Provisions	(3,060)	(8,079)	
Total	38,361	24,979	

### Accounting Treatments

Licences are prepaid assets which reduce in value throughout their life.

Membership Fees create a liability which reduces month on month until August.

Paper Newsletter purchases for 4 issues a membership year and the liability reduces accordingly.

TAT Membership is based on the Individual and Joint Membership numbers as at 31/3 but is paid the next FY.

TAM charge is postage costs based on the Individual and half the Joint Membership numbers as at 31/3 but paid the next FY

Beacon charge is based on the Individual and Joint Membership numbers as at 31/3 but paid the next FY

Gift Aid Refund Prepayment is what is expected to be paid next FY. Value is 25% of the basic subscription paid by those signed up to Gift Aid

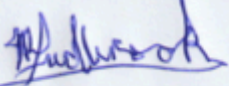
Venue/Hall Hire Debtors are the amounts owed by Groups which have exceeded the £400 subsidy limit.

Equipment expenditure was to purchase a card reader

Gift Aid Provision to HMRC is to payback incorrectly claimed amount in April 23

### Independent Examiner Comments:

Independent Examiner Comments: I HAVE CHECK ALL ACCOUNTS ARE CORRET  
EXCEPT SAVINGS ACCOUNT WHEN STATEMENTS ARE QUARTERLY

Signed  Date 5th APRIL 2024

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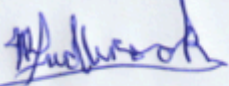
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