

# GUILDFORD AREA UNIVERSITY OF THE THIRD AGE (U3A)

England & Wales · Charity number 296975

## Details

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Other names	U3A GUILDFORD AREA, UNIVERSITY OF THE THIRD AGE GUILDFORD (U3A)
Status	Registered
Legal form	Other
Registered	1987-06-11
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Guildford Area u3a PO Box 1631 Guildford
Phone	01483 323631
Email	<a href="mailto:secretary@guildfordu3a.org.uk">secretary@guildfordu3a.org.uk</a>
Website	<a href="http://guildfordu3a.org.uk">guildfordu3a.org.uk</a>

## Activities

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**Objects:** The charity's object ('the object') is the advancement of education, and in particular the education of older people and those retired from full time work, by all means including associated activities conducive to learning and personal development in Guildford and its surrounding locality.

**Activities:** Guildford Area U3a organises in excess of 100 groups for persons retired or semi-retired. For an annual donation members are able to attend groups in Art,Crafts,Discussion,Drama,Games,Health Fitness & Leisure,History Languages, Literature, Music, Research and the Sciences.

## Classification

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- **How:** Provides Services
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Other Defined Groups

## Geography

- **Area of benefit:** GUILDFORD AND ITS SURROUNDING LOCCALITY
- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£99,043	£106,722	-	-
2024-08-31	£102,962	£105,427	-	-
2023-08-31	£84,026	£83,945	-	-
2022-08-31	£98,552	£90,737	-	-
2021-08-31	£49,767	£17,325	-	-

## Trustees

Name	Role	Appointed
Alexander Kundert		2022-01-31
Alja Doris van Dorp		2025-11-24
Bernard Cohen		2024-11-25
JANE ELIZABETH ROBERTSON		2019-11-25
Justin Jackson MA,MBCS		2019-11-25
Margaret Mary Clements		2021-01-25
Margaret Sharp		2024-11-25
Philip Harris		2024-11-25
Roger Philo		2019-11-25
SUSAN MARY FRANCES WATSON		2019-11-25
Sandra Layton		2019-11-25

**GUILDFORD AREA UNIVERSITY OF THE THIRD AGE (U3A)**

England & Wales - Charity number 296975

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# Accounts

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## GUILDFORD AREA u3a ANNUAL REPORT 2025

**Governance:** The Trustees hereby submit their Annual Report and Financial Statements for the period ended 31st August 2025.

The financial statements relate to Guildford Area u3a (Gu3a), registered charity no: 296975; registered office: PO Box 1631, Guildford, GU1 9HA.

Gu3a has been governed during the current year by the Trustees: Philip Harris (Joint Chair), Bernard Cohen (Joint Chair) Jackie Ring (Vice Chair), Sandi Layton (Secretary & Publicity), Alex Kundert (Treasurer), Margaret Clements (Prospectus), Moira MacQuaide (Director of Studies), Roger Philo (Webmaster), Jane Robertson (Venues), Margaret Sharp (External Relations), Sue Watson (Membership) and Justin Jackson (Beacon).

Changes to the Trustees (the Management Committee) became effective from the AGM in November 2024 and Trustees were voted in by the membership for a one-year term at the AGM.

All trustees are required to understand, through shared detailed documentation, their role and their legal obligations.

Other members who have assisted the committee significantly are: Jennifer Margrave (Monthly Meetings), Margaret Morgan (Newsletter Editor), Jackie Deyong (Prospectus) and Liz Rye (Venues Costs Controller) and Julie Beattie (former Chair & Events)

The Trustees met on 6 occasions during the financial year (01Sep- 31Aug) and an AGM was held on 25th Nov 2024, for the financial year 2023/24 where former Chair Julie Beattie stood down and Philip Harris and Bernie Cohen were voted Joint Chairs by the membership.

Caroline Sawyers, the External Relations representative also stood down at the AGM and was replaced by Margaret Sharp. Margaret has since picked up responsibility for Guildford u3a's monthly meetings, and Bernard Cohen one of the Joint Chairs, has now picked up the External Relations portfolio.

**Activities:** Gu3a is affiliated to the University of the Third Age movement. The Trustees follow the Charity Commission's general guidance, in relation to Gu3a aims and objectives and where possible in the management of the organisation.

Guildford Area u3a is self-funded through membership subscriptions, with costs kept as low as possible. Over 100 groups were created under eight faculties: Arts & Crafts, Humanities, Literature & Drama, Languages, Music, Games & Indoor Pursuits, Sport & Outdoor Leisure, and Science & Computing. Study Days, Monthly Meetings and Coffee Mornings, both at venues and on Zoom were planned along with a busy programme of visits and outings, allowing members to learn and mix socially, enabled by member volunteers.

The 2023/24 AGM took place at Queen Elizabeth Park Centre and on Zoom in November 2024 and voting was enabled electronically or by post prior to the meeting, as well as on the day for those attending in person.

The Annual lecture was not held again this year due to previous years' poor attendance and a general lack of interest.

As last year, three New Members' meetings were held in this year, in October, March and May, enabling those who joined Gu3a mid-year to attend these sessions.

The Annual Group Leaders' Lunch was hosted again by the Joint Chairs at the Lakeside Restaurant at Surrey University in late April, as a thank you, and in recognition of the huge amount of hard work that continues to be undertaken by the Group Leaders.

2025 marks the 40<sup>th</sup> Anniversary of Guildford Area u3a, and to mark the occasion former Chair, Julie Beattie arranged a Barn Dance in early May which was very well attended and a huge success. In addition to that a picnic was arranged by the Trips & Outings Group Leader, to further celebrate in the Spectrum gardens.

Guildford u3a attended Farmers' Market on Guildford High Street, in July and August this year. These two events were very successful, culminating in numerous new members joining as a result. The Management Committee recognises that these publicity events could not take place without all the volunteers and they kindly thank them for their support and effort.

Guildford Area's new Constitution was approved by the membership at the last AGM and as a result the changes have been introduced into the daily running of the organisation, as applicable.

Group Enrolment Day took place in August again at the Spectrum in Guildford where we welcomed many new members. Another successful event.

Lastly five coffee mornings were arranged from early July to late August, at venues in the Guildford area, giving members the opportunity to meet and mix with members outside their own groups.

## **Membership and Finances**

As in previous years, the Trustees are required to prepare the Annual Report and Financial Statements giving a true reflection of the Charity, in accordance with applicable law, the United Kingdom Accounting Standards and complying with Charity regulations 2008 and the provisions of the Memorandum and Articles Association.

In preparing these financial statements, the Trustees are required to: i) identify accounting policies and apply them consistently; ii) observe the methods and principles of the Charities SORP; iii) make decisions and estimates that are reasonable and prudent; iv) confirm applicable accounting standards have been followed and if not explain the deviations in the financial statements; and v) prepare the financial statements on an ongoing basis, unless it is inappropriate to assume the Charity will continue to operate.

They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps in the prevention and detection of fraud or other irregularities. The Trustees confirm that the following applies: i) so far as each Trustee is aware there is no relevant audit information (information needed by the Gu3a's Independent Examiner Dominic Beattie, in connection with preparing his report) of which he is unaware; and ii) each trustee has taken all the steps necessary to make herself/himself aware of any relevant audit information and to establish that the Gu3a Independent Examiner has the information. An independent review, as required by Charity Commission takes place annually.

The number of members at the end of August was 1717 plus 10 associate members,( versus 1560 and 8 associate members in 2023/24).

This year there was a deficit of £7,679, with income down and expenditure up on last year, with an approximate 6.2% increase in the number of venue sessions held and an approximate 7% increase of average session costs. This trend is forecast to continue with inflation, venue and TAT capitation costs rising.

Reserves are now down to £70,902. Some detailed modelling has been conducted, which shows the revenue shortfalls increasing year on year, with reserves dropping significantly in the next couple of years, which is unsustainable.

It has therefore been decided to raise the annual subscription for 2026/27 from £30 to £35. The last increase was in late 2020.

Gu3a continues to fund two Zoom licences which are used for Management Committee meetings, AGMs and some group meetings.

**Management Committee**

Two Trustees and valued members of the Management Committee will stand down at this year’s AGM. They are Jackie Ring, the Vice Chair and Moira MacQuaide, the Director of Studies.

Jackie has served on the Executive Committee for 5 years, and as per the Constitution is now required to stand down having completed her tenure. Her responsibilities will be picked up by one of the Joint Chairs. Jackie will continue with her invaluable Gu3a work on Moto and Trips and Outings.

Moira has served as Director of Studies for 6 years and feels it is now time to step down. Alja Schmidt will take on this role. Moira has been a huge force within Guildford u3a, running PPC meetings and Group Enrolment days as well as liaising with Group Leaders and coordinators on a regular basis, introducing new groups, group leaders and overseeing the general running of offerings. She leaves big shoes to fill as she steps down.

The Executive Committee would like to offer both Jackie and Moira a huge vote of “Thanks” for their dedicated service to Gu3a.

Lastly former Chair Julie Beattie has kindly agreed to be co-opted onto the Executive Committee for a further year to support the Committee and the Joint Chairs in the work they do.

**BY ORDER OF THE BOARD OF TRUSTEES**

Dated 29th Oct 2025

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## Guildford Area U3A

### Income and Expenditure Account

For the Year to 31 August 2025

	2025 £	2024 £
<b>Income</b>		
Membership subscriptions	46,750	44,900
Outings and concerts	45,547	49,566
Gift aid rebate	2,023	4,262
Interest received	3,250	2,429
Miscellaneous inc donations	1,473	1,805
<b>Total income</b>	<b><u>99,043</u></b>	<b><u>102,962</u></b>
<b>Expenditure</b>		
Hire of venues	46,379	40,815
Outings and concerts	44,329	47,773
40th celebration event	1,773	-
Enrolment day	300	285
Study events	385	490
Printing and stationery	1,761	1,928
Postage and telephone	1,697	1,947
Honoraria-in-kind	1,500	1,400
Equipment and maintenance	96	2,025
National membership subscription	6,288	6,052
Beacon fee	1,572	1,515
Publicity	-	766
Online activities	236	307
Miscellaneous	406	124
<b>Total expenditure</b>	<b><u>106,722</u></b>	<b><u>105,427</u></b>
<b>Surplus/(Deficit) for the year</b>	<b>(7,679)</b>	<b>(2,465)</b>

## Guildford Area U3A

### Balance Sheet

As at 31 August 2025

	2025 £	2024 £
<b>Assets and Liabilities</b>		
<b>Current assets</b>		
Santander current account	13,139	20,877
Santander interest / deposit accounts	34,876	41,005
Paypal account	780	1,126
United Trust bank accounts	53,275	50,940
Debtors and prepayments	<u>13,030</u>	<u>13,737</u>
	115,100	127,685
<b>Current liabilities</b>		
Membership subs received in advance	(31,968)	(35,670)
Other income received in advance	(11,497)	(11,123)
Sundry creditors	<u>(733)</u>	<u>(2,311)</u>
	(44,198)	(49,104)
<b>Net assets</b>	<b>70,902</b>	<b>78,581</b>
<b>Reserves</b>		
Accumulated fund as at 1 September	78,581	81,046
Surplus/(Deficit) for the year	<u>(7,679)</u>	<u>(2,465)</u>
<b>Accumulated fund as at 31 August</b>	<b><u>70,902</u></b>	<b><u>78,581</u></b>

Chairman .....

Treasurer .....

Philip Harris

Alexander Kundert

Date Signed .....



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
GUILDFORD U3A TRUST

**On accounts for the year  
ended**

AUGUST 31, 2025

**Charity no  
(if any)**

296975

**Set out on pages**

1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2025**.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:**

**Date:**

OCTOBER 28,  
2025

**Name:**

DOMINIC BEATTIE

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

FCMA

**Address:**

36 KINGSWAY, GERRARDS CROSS, BUCKS, SL9 8NU

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**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

There were no material matters of concern in relation to the accounts for the year ending August 31, 2025.

**GUILDFORD AREA UNIVERSITY OF THE THIRD AGE (U3A)**

England & Wales - Charity number 296975

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# Accounts

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## GUILDFORD AREA u3a ANNUAL REPORT 2023/24

**Governance:** The Trustees hereby submit their Annual Report and Financial Statements for the period ended 31st August 2024.

The financial statements relate to Guildford Area u3a (Gu3a), registered charity no: 296975; registered office: PO Box 1631, Guildford, GU1 9HA.

Gu3a has been governed during the current year by the Trustees: Julie Beattie (Chair), Jackie Ring (Vice Chair), Sandi Layton (Secretary & Publicity), Alex Kundert (Treasurer), Margaret Clements (Prospectus), Moira MacQuaide (Director of Studies), Roger Philo (Webmaster), Jane Robertson (Venues), Caroline Sawers (External Relations), Sue Watson (Membership) and Justin Jackson (Beacon).

Changes to the Trustees (the Management Committee) became effective from the AGM in November 2023 and Trustees were voted in by the membership for a one-year term at the AGM.

All trustees are required to undertake an induction, to understand their role and their legal obligations.

Other members who have assisted the committee significantly are: Jennifer Margrave (Monthly Meetings), Margaret Morgan (Newsletter Editor), Jackie Deyong (Prospectus) and Liz Rye (Venues Costs Controller).

The Trustees met on 6 occasions during the financial year (01Sep- 31Aug) and an AGM was held on 27th Nov 2023, for the financial year 2022/23.

**Activities:** Gu3a is affiliated to the University of the Third Age movement. The Trustees follow the Charity Commission's general guidance in relation to Gu3a aims and objectives and in management of the organisation.

Activities including a busy schedule of visits and outings which provide opportunities to learn and mix socially, all enabled through member volunteers.

Guildford Area u3a is self-funded through membership subscriptions, with costs kept as low as possible. Over 110 groups were created under eight faculties: Arts & Crafts, Humanities, Literature & Drama, Languages, Music, Games & Indoor Pursuits, Sport & Outdoor Leisure, and Science & Computing. Study Days, Monthly Meetings and Coffee Mornings, both at venues and on Zoom were planned along with a busy programme of visits and outings.

The 2022/23 AGM took place at Queen Elizabeth Park Centre and on Zoom in November 2023 and voting was enabled electronically or by post prior to the meeting, as well as on the day for those attending in person.

Due to poor attendance in previous years, the Annual lecture was not held this year.

Three New Members' meetings were held in October, March and May, enabling members who joined Gu3a mid-year to attend these sessions.

The Annual Group Leaders' Lunch was hosted by the Chair at the Lakeside Restaurant at Surrey University in late April, as a thank you and in recognition of the huge amount of hard work that continues to be undertaken by the Group Leaders.

Guildford u3a manned a stall at the Farmers' Market on Guildford High Street in June, July and August. The Management Committee recognises that these events could not take place without the volunteers and kindly thank them for their support and effort.

A huge piece of work was undertaken this year to amend the Constitution, following a similar exercise conducted by the Third Age Trust. This new Constitution has been sent to you for validation.

The Management Committee at Guildford u3a is fully committed to ensure that our organisation can continue to function in its daily business for the benefit of its members.

Group Enrolment Day took place in August at the Spectrum in Guildford where we welcomed many new members.

## **Membership and Finances**

As in previous years, the Trustees are required to prepare the Annual Report and Financial Statements giving a true reflection of the Charity, in accordance with applicable law, the United Kingdom Accounting Standards and complying with Charity regulations 2008 and the provisions of the Memorandum and Articles Association.

In preparing these financial statements, the Trustees are required to: i) identify accounting policies and apply them consistently; ii) observe the methods and principles of the Charities SORP; iii) make decisions and estimates that are reasonable and prudent; iv) confirm applicable accounting standards have been followed and if not explain the deviations in the financial statements; and v) prepare the financial statements on an ongoing basis, unless it is inappropriate to assume the Charity will continue to operate.

They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps in the prevention and detection of fraud or other irregularities. The Trustees confirm that the following applies: i) so far as each Trustee is aware there is no relevant audit information (information needed by the Gu3a Independent Examiner in connection with preparing his report) of which he is unaware; and ii) each trustee has taken all the steps necessary to make herself/himself aware of any relevant audit information and to establish that the Gu3a Independent Examiner has the information. An independent review, as required by Charity Commission takes place annually.

The number of members at the end of August was 1560, including 8 associate members (versus 1326 at the end August 2022/23).

This year there was a deficit of £2,465 as venue costs began to rise, with reserves sitting at £78,581, though slightly higher than recommended, gradually declining.

As such it is proposed that the subscription for 2025/26 be kept at £30, though increases may be required beyond that to manage the impact of inflation, increased venue and TAT capitation costs.

Gu3a continues to fund two Zoom licences which are used for Management Committee meetings, AGMs and some group meetings, though most groups have now moved back to face-to-face meetings so the number of licences fell as the year progressed.

Some of the Guildford Area reserves were moved into a higher interest account to take advantage of increasing interest rates.

## **Management Committee**

Lastly two Trustees and members of the Management Committee are standing down at this year's AGM. They are Caroline Sawers and our Chair Julie Beattie.

Caroline served as Gu3a Chair until 2019, before being replaced by Julie, and has since been our External Affairs representative and the Chair of Surrey Network. She is a fountain of knowledge and has contributed enormously to the Management Committee and Gu3a over the years. She will be replaced by Margaret Sharp on the Committee. Caroline will also stand down as the Surrey Network Chair this year, but will continue with her role on their Committee to assist with the Study Days.

Julie has served for 5 years as Gu3a Chair and as per the Constitution, she is now required to stand down having completed her tenure. She will be replaced by Profs. Bernard Cohen and Philip Harris who will be joint Chairs. Prior to serving as Chair, Julie was Director of Studies. Julie has kindly agreed to

be co-opted onto the Executive Committee for the next year, to support the new Chairs and the Committee in the coming months.

The Executive Committee would like to offer both Caroline and Julie a huge vote of “Thanks” for their dedicated service to Gu3a. It is as a result of their outstanding leadership that Gu3a is the thriving organisation it is today.

**BY ORDER OF THE BOARD OF TRUSTEES**

Dated 25 Oct 2024

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## Guildford Area U3A

### Income and Expenditure Account

For the Year to 31 August 2024

	2024 £	2023 £
<b>Income</b>		
Membership subscriptions	44,900	43,440
Outings and concerts	49,566	34,622
Gift aid rebate	4,262	3,415
Interest received	2,429	704
Miscellaneous inc donations	1,805	1,845
<b>Total income</b>	<b><u>102,962</u></b>	<b><u>84,026</u></b>
<b>Expenditure</b>		
Hire of venues	40,815	35,680
Outings and concerts	47,773	33,279
Annual lecture	-	1,046
Enrolment day	285	280
Study events	490	600
Printing and stationery	1,928	1,385
Postage and telephone	1,947	1,592
Honoraria-in-kind	1,400	1,035
Equipment and maintenance	2,025	-
National membership subscription	6,052	5,760
Beacon fee	1,515	1,441
Publicity	766	-
Online activities	307	1,047
Miscellaneous	124	800
<b>Total expenditure</b>	<b><u>105,427</u></b>	<b><u>83,945</u></b>
<b>Surplus/(Deficit) for the year</b>	<b>(2,465)</b>	<b>81</b>

## Guildford Area U3A

### Balance Sheet

As at 31 August 2024

	2024 £	2023 £
<b>Assets and Liabilities</b>		
<b>Current assets</b>		
Santander current account	20,877	40,852
Santander interest / deposit accounts	41,005	31,932
Paypal account	1,126	1,156
United Trust bank accounts	50,940	50,000
Debtors and prepayments	13,737	8,485
	<u>127,685</u>	<u>132,425</u>
<b>Current liabilities</b>		
Membership subs received in advance	(35,670)	(30,640)
Other income received in advance	(11,123)	(17,433)
Sundry creditors	(2,311)	(3,306)
	<u>(49,104)</u>	<u>(51,379)</u>
<b>Net assets</b>	<b>78,581</b>	<b>81,046</b>
<b>Reserves</b>		
Accumulated fund as at 1 September	81,046	80,965
Surplus/(Deficit) for the year	(2,465)	81
<b>Accumulated fund as at 31 August</b>	<b><u>78,581</u></b>	<b><u>81,046</u></b>

Chairman .....

Treasurer .....

Julie Beattie

Alexander Kundert

Date Signed .....



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
GUILDFORD U3A TRUST

On accounts for the year  
ended

AUGUST 31, 2024

Charity no  
(if any)

296975

Set out on pages

1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2024**.

Responsibilities and  
basis of report

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:

Date:

OCTOBER 27,  
2024

Name:

DOMINIC BEATTIE

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

FCMA

Address:

36 KINGSWAY, GERRARDS CROSS, BUCKS, SL9 8NU


**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

There were no material matters of concern in relation to the accounts for the year ending August 31, 2024.

**GUILDFORD AREA UNIVERSITY OF THE THIRD AGE (U3A)**

England & Wales - Charity number 296975

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# Accounts

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## GUILDFORD AREA u3a ANNUAL REPORT 2022/23

**Governance:** The Trustees hereby submit their Annual Report and Financial Statements for the period ended 31st August 2023.

The financial statements relate to Guildford Area u3a (Gu3a), registered charity no: 296975; registered office: PO Box 1631, Guildford, GU1 9HA.

Gu3a has been governed during the current year by the Trustees: Julie Beattie (Chair), Jackie Ring (Vice Chair), Sandi Layton (Secretary & Publicity), Alex Kundert (Treasurer), Ann Elms (Visits & Outings), Margaret Clements (Prospectus), Moira MacQuaide (Director of Studies), Roger Philo (Webmaster), Jane Robertson (Venues), Caroline Sawers (External Relations), Sue Watson (Membership) and Justin Jackson (Beacon).

Changes to the Trustees (the Management Committee) became effective from the AGM in November 2022 and Trustees were voted in by the membership for a one year term at the AGM.

All trustees are required to undertake an induction, to understand their role and their legal obligations.

Other members who have assisted the committee significantly are: Jennifer Margrave (Monthly Meetings), Margaret Morgan (Newsletter Editor), Jackie Deyong (Prospectus) and Liz Rye (Venues Costs Controller).

The trustees met on 6 occasions during the financial year (01Sep- 31Aug) and an AGM was held on 28 Nov 2022, for the financial year 2021/22.

**Activities:** Gu3a is affiliated to the University of the Third Age movement and is guided by its principles. The Trustees follow the Charity Commission's guidance in relation to Gu3a aims and objectives and in management of the organisation.

Activities including a busy schedule of visits and outings and provide opportunities to learn and mix socially all enabled through member volunteers.

Guildford Area u3a is self-funded through membership subscriptions, with costs kept as low as possible. Over 100 groups were created under eight faculties: Arts & Crafts, Humanities, Literature & Drama, Languages, Music, Games & Indoor Pursuits, Sport & Outdoor Leisure, and Science & Computing. Study Days, Monthly Meetings, an Annual Lecture and Coffee Mornings were planned along with a busy programme of visits and outings.

Groups continued to open up after the pandemic, with just a few using Zoom or hybrid solutions.

The Guildford Area u3a day was cancelled in September as a sign of respect, due to the passing of the late Queen Elizabeth, just a few days before the event was scheduled.

The 2021/22 AGM took place at Queen Elizabeth Park Centre in November 2022 and voting was enabled prior to the meeting as well as on the day for those attending in person.

It was a busy year. Prof. Jeremy Myerson of the Royal College of Art was the speaker at the Annual lecture in April. Unfortunately, the event was poorly attended, forcing the Management Committee to review the future of the annual lectures.

Three New Members' meetings were held in October, March and May, enabling members who joined Gu3a mid-year to attend these sessions.

The Annual Group Leaders' Lunch was hosted by the Chair at the Lakeside Restaurant at Surrey University in April, as a thank you and in recognition of the huge amount of hard work that continues to be undertaken by the Group Leaders.

Early in the year a commitment was made to attend Farmers' Market through the Summer months, including the Coronation themed market in May. Volunteers were encouraged to dress themselves and their stalls up in bunting to mark the occasion.

Member volunteers were so busy over the Summer that for the first time a second print run for this year's tri-fold leaflets needs to be undertaken. The Management Committee recognises that these events could not take place without the volunteers and warmly thank them for their support and effort.

Radio interviews, appeared on the agenda this year, as Julie Beattie, the Chair and Caroline Sawers, the External Affairs representative were interviewed on BBC Radio Surrey and Sussex in April, talking about Guildford u3a, which was very well received. Julie went on to do a further interview in August on Radio Surrey and then did a filmed interview with University of Surrey, as part of their research into making hospitality premises more 'older person' friendly.

Fortnightly Coffee mornings were held at local pubs and garden centres throughout the Summer and Liz Thackray, the Chairman of The Third Age Trust was hosted at one such an event on 18<sup>th</sup> July at Clandon Park. The event was well attended by members, who took the opportunity to sit and chat with Liz during the morning.

Group Enrolment Day took place on 22 August at the Spectrum in Guildford. The venue was roomy, giving everyone plenty of space to move around during the event and with ample parking available too for those who attended.

*Risk Management* Risk Analyses are conducted as and when appropriate and mitigation identified and actioned as required. Existing Policies and Procedures are reviewed yearly and amended as needed.

## **Membership and Finances**

In order to provide additional security and comply with GDPR legislation, Guildford Area's registered address was removed from the former Secretary's home address and appointed to a PO Box number. All Guildford Area u3a mail, including that addressed to the Membership secretary is now directed to the PO Box address. (PO Box 1631 Guildford, GU1 9HA)

As in previous years, the Trustees are required to prepare the Annual Report and financial statements giving a true reflection of the Charity, in accordance with applicable law, the United Kingdom Accounting Standards and complying with Charity regulations 2008 and the provisions of the Memorandum and Articles Association.

In preparing these financial statements, the Trustees are required to: i) identify accounting policies and apply them consistently; ii) observe the methods and principles of the Charities SORP; iii) make decisions and estimates that are reasonable and prudent; iv) confirm applicable accounting standards have been followed and if not explain in the financial statements the deviations; and v) prepare the financial statements on an ongoing basis, unless it is inappropriate to assume the Charity will continue to operate.

They are also responsible for safeguarding the assets of the Charity and for taking reasonable steps in the prevention and detection of fraud or other irregularities. The Trustees confirm that the following applies: i) so far as each Trustee is aware there is no relevant audit information (information needed by the Gu3a Independent Examiner in connection with preparing his report) of which he is unaware; and ii) each trustee has taken all the steps necessary to make herself/himself aware of any relevant audit information and to establish that the Gu3a Independent Examiner has the information. An independent review, as required by Charity Commission takes place annually.

The number of members at the end of Aug was 1467 (versus 1424 at the end Aug 2021/22), including 8 associate members.

This year there was a surplus of just £81.00, as venue costs began to rise.

It is proposed that the subscription for 2024/25 be kept at £30, though increases may be required beyond that to manage the impact of inflation, increased venue and TAT capitation costs.

Gu3a continues to fund two Zoom licences which are used for Management Committee meetings, AGMs and some group meetings, though most groups have now moved back to face-to-face meetings so the number of licences fell as the year progressed.

Some of the Guildford Area reserves were moved into a higher interest account to take advantage of increasing interest rates.

**BY ORDER OF THE BOARD OF TRUSTEES**

JB Gu3a Chair, Dated 30 Oct 2023.

## Guildford Area U3A

### Income and Expenditure Account

For the Year to 31 August 2023

	2023	2022
	£	£
<b>Income</b>		
Membership subscriptions	43,440	41,735
Outings and concerts	34,622	52,129
Gift aid rebate	3,415	2,940
Interest received	704	12
Miscellaneous inc donations	1,845	1,736
<b>Total income</b>	<b>84,026</b>	<b>98,552</b>
<b>Expenditure</b>		
Hire of venues	35,680	27,454
Outings and concerts	33,279	48,744
Annual lecture	1,046	728
Enrolment day	280	225
Study events	600	280
Printing and stationery	1,385	1,094
Postage and telephone	1,592	1,078
Honoraria-in-kind	1,035	1,320
Equipment and maintenance	-	145
National membership subscription	5,760	5,572
Beacon fee	1,441	2,128
Online activities	1,047	1,440
Miscellaneous	800	529
<b>Total expenditure</b>	<b>83,945</b>	<b>90,737</b>
<b>Surplus/(Deficit) for the year</b>	<b>81</b>	<b>7,815</b>

## Guildford Area U3A

### Balance Sheet

As at 31 August 2023

	2023 £	2022 £
<b>Assets and Liabilities</b>		
<b>Current assets</b>		
Santander deposit accounts	40,852	26,427
Santander current accounts	31,932	77,837
Paypal account	1,156	2,484
United Trust bank accounts	50,000	-
Debtors and prepayments	8,485	3,591
	<u>132,425</u>	110,339
<b>Current liabilities</b>		
Membership subs received in advance	(30,640)	(23,850)
Other income received in advance	(17,433)	(4,725)
Sundry creditors	(3,306)	(799)
	<u>(51,379)</u>	(29,374)
<b>Net assets</b>	<b>81,046</b>	<b>80,965</b>
<b>Reserves</b>		
Accumulated fund as at 1 September	80,965	73,150
Surplus/(Deficit) for the year	81	7,815
<b>Accumulated fund as at 31 August</b>	<b><u>81,046</u></b>	<b><u>80,965</u></b>

Chairman .....

Julie Beattie

Date Signed .....

Treasurer .....

Alexander Kundert



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
GUILDFORD U3A TRUST

**On accounts for the year  
ended**

AUGUST 31, 2023

**Charity no  
(if any)**

296975

**Set out on pages**

1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2023**.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:**

**Date:**

NOVEMBER 6,  
2023

**Name:**

DOMINIC BEATTIE

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

FCMA

**Address:**

36 KINGSWAY, GERRARDS CROSS, BUCKS, SL9 8NU


**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

There were no material matters of concern in relation to the accounts for the year ending August 31, 2023.

**GUILDFORD AREA UNIVERSITY OF THE THIRD AGE (U3A)**

England & Wales - Charity number 296975

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# Accounts

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## GUILDFORD AREA u3a ANNUAL REPORT 2021/22

**Governance:** The Trustees hereby submit their Annual Report and Financial Statements for the period ended 31st August 2022.

The financial statements relate to Guildford Area u3a (Gu3a), registered charity no: 296975; registered office: The Black Cottage, Newlands Corner, Guildford GU4 8SE. The accounts are as per accounting process, applicable law and by the requirements of the Charities Statement of Recommended Practice (SORP) FRS102.

Gu3a has been governed and administered during the current year by the Trustees: Julie Beattie (Chairman), Jackie Ring (Vice Chairman), Sandi Layton (Secretary & Publicity), Alex Kundert (Treasurer), Ann Elms (Visits & Outings), Margaret Clements (Prospectus), Moira MacQuaide (Director of Studies), Roger Philo (Webmaster), Jane Robertson (Venues), Caroline Sawers (External Relations) and Sue Watson (Membership) and Justin Jackson (Beacon).

Changes to the Trustees (the Management Committee) became effective from the AGM in January 2022 and Trustees were voted in by the membership for one year term at the AGM.

All trustees are required to undertake an induction, to understand their role and their legal obligations.

Other members who have assisted the committee significantly are: Jennifer Margrave (Monthly Meetings), Margaret Morgan (Newsletter Editor), Jackie Deyong (Prospectus), Sonia Ashworth (Consultant/former Secretary) and Liz Rye (Venues Costs Controller).

The trustees met on 6 occasions during the financial year (01Sep- 31Aug) and two AGMs will have been held during 2022 calendar year; one in January for 2020/21 and one in November for 2021/22.

A decision was made to move the AGM back to November, as the bulk of the work for a January AGM must happen in the run up to and during the Christmas period, which the Management Committee felt was not feasible in the longer term.

**Activities:** Gu3a is founded on the guiding principles of the University of the Third Age movement. The Trustees ensure that they use Charity Commission guidance relating to public benefit when reviewing Gu3a aims and objectives and in the general planning.

Activities which also include a busy schedule of visits and outings, aim to provide learning opportunities and social interaction, delivered through the ethos of self-help. Gu3a draws upon the expertise and knowledge of volunteer members to generate its interest and recreational groups.

The organisation is self-funded with membership subscriptions, and costs are kept as low as possible. 109 groups were created under eight faculties: Arts & Crafts, Humanities, Literature & Drama, Languages, Music, Games & Indoor Pursuits, Sport & Outdoor Leisure, and Science & Computing. Study Days, Monthly Meetings, an Annual Lecture and Coffee Mornings were planned along with a busy programme of visits and outings. The thanks of the Executive Committee are extended to all the Group Leaders who work so tirelessly for Gu3a.

As we adjusted from the confines of the pandemic, groups gradually began to open up and meet in venues. Some chose hybrid solutions, with a few continuing to meet on Zoom where it was felt the group could still not meet in person. Risk assessments were completed by all Group Leaders moving to face to face meetings, to ensure the safety of members.

The 2020/21 AGM took place on Zoom in January 2022 and voting was enabled prior to the meeting as well as on the day via the CHAT facility on Zoom. It was a lengthy and complex process to consolidate the voting, both to ensure all votes were included and that double voting did not occur.

60 members turned up for the Annual Lecture in April, at the Millmead Centre to hear Professor Jennifer Rogers, Vice President for Statistical Research at PHASTAR, deliver her lecture entitled "Can't see the Wood for the Trees? Making Sense of Data in a Global Pandemic".

Three New Members' meetings were held in October, March and May, which enabled members joining Gu3a mid-year to attend these sessions as well.

In recognition of the huge amount of hard work undertaken by the Group Leaders, especially during lockdown, two Thank You lunches were held in late April; one an indoor lunch at the Lakeside at Surrey University and the other an outdoor lunch at the Jovial Sailor in Ripley.

Group Enrolment Day took place on 23<sup>rd</sup> August at the County School in Guildford. New members were invited to join Gu3a at the event, with existing members renewing their membership either on-line or via the drop box at the venue. Everyone had the opportunity to chat to group leaders and sign up to groups on the day.

It is proposed that the subscription be kept at £30 for 2023-24, though increases may be required beyond that to manage the impact of fast rising inflation, increased venue and TAT capitation costs.

Gu3a has bought and will continue to buy Zoom licences for those GLs who have requested one. With most groups back to face to face meetings, the number of licences fell as the year progressed. Interim Newsletters stopped and Newsletters returned to their normal publishing schedule.

Over the last year more information has gone up on the Guildford Area u3a website and passcodes, giving members online access Group Leaders' email addresses and phone numbers, were sent out. The membership phone number is now a generic number which is redirected to the Membership Secretary's personal phone.

**Risk Management** A strategy is in place whereby Risk Analyses are conducted as and when appropriate, with mitigation identified and actioned as necessary. This has resulted in the introduction of a raft of Policies and Procedures which are reviewed yearly and amended as required.

**Membership and Finances** As in previous years, the Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period.

In preparing these financial statements, the Trustees are required to: i) select suitable accounting policies and apply them consistently; ii) observe the methods and principles of the Charities SORP; iii) make judgements and estimates that are reasonable and prudent; iv) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and v) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with Charity (Accounts and Reports) Regulations 2008 and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees confirm that, in the case of each of the persons who are Trustees at the date of this report, the following applies: i) so far as each Trustee is aware there is no relevant audit information (information needed by the Gu3a Independent Examiner in connection with preparing his report) of which he is unaware; and ii) each trustee has taken all the steps necessary to make herself/himself aware of

any relevant audit information and to establish that the Gu3a Independent Examiner is aware of the *information*. An independent investigation as required by Charity Commission guidelines takes place annually.

The number of members at the end of July was 1424 (versus 1285 at the end July 2020/21), including 9 associate members.

The surplus for this year was £7,815, down significantly from last year, as a result of venues being used again for meetings. A small number of Zoom licences and an online bridge licence were purchased to enable those groups to continue whilst they were unable to meet face to face and these costs were part of the £1440 Activities spend. A full programme of visits and outings was re-introduced as soon as it was possible to do so, once the COVID restrictions allowed.

***BY ORDER OF THE BOARD OF TRUSTEES***

*Julie Beattie, Chairman, Dated 31<sup>st</sup> October 2022*

## Guildford Area U3A

### Income and Expenditure Account

For the Year to 31 August 2022

	2022	2021
	£	£
<b>Income</b>		
Membership subscriptions	41,735	37,720
Outings and concerts	52,129	2,989
Gift aid rebate	2,940	7,472
Interest received	12	2
Miscellaneous inc donations	1,736	1,584
<b>Total income</b>	<b><u>98,552</u></b>	<b><u>49,767</u></b>
<b>Expenditure</b>		
Hire of venues	27,454	1,515
Outings and concerts	48,744	3,333
Annual lecture	728	-
Enrolment day	225	-
Study events	280	490
Printing and stationery	1,094	715
Postage and telephone	1,078	1,066
Honoraria-in-kind	1,320	-
Equipment and maintenance	145	870
National membership subscription	5,572	4,407
Beacon fee	2,128	1,573
Online activities	1,440	-
Miscellaneous	529	3,356
<b>Total expenditure</b>	<b><u>90,737</u></b>	<b><u>17,325</u></b>
<b>Surplus/(Deficit) for the year</b>	<b>7,815</b>	<b>32,442</b>

## Guildford Area U3A

### Balance Sheet

As at 31 August 2022

	2022 £	2021 £
<b>Assets and Liabilities</b>		
<b>Current assets</b>		
Santander deposit accounts	26,427	26,415
Santander current accounts	77,837	81,254
Paypal account	2,484	519
Debtors and prepayments	<u>3,591</u>	4,130
	110,339	112,318
<b>Current liabilities</b>		
Membership subs received in advance	(23,850)	(28,050)
Other income received in advance	(4,725)	(9,554)
Sundry creditors	<u>(799)</u>	(1,564)
	(29,374)	(39,168)
<b>Net assets</b>	<b>80,965</b>	<b>73,150</b>
<b>Reserves</b>		
Accumulated fund as at 1 September	73,150	40,708
Surplus/(Deficit) for the year	<u>7,815</u>	<u>32,442</u>
<b>Accumulated fund as at 31 August</b>	<b><u>80,965</u></b>	<b><u>73,150</u></b>

Chairman .....

Julie Beattie

Date Signed .....

Treasurer .....

Alexander Kundert



**Section A Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
GUILDFORD U3A TRUST

**On accounts for the year  
ended**

AUGUST 31, 2022

**Charity no  
(if any)**

296975

**Set out on pages**

1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:**

**Date:**

NOVEMBER 1,  
2022

**Name:**

DOMINIC BEATTIE

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

FCMA

**Address:**

36 KINGSWAY, GERRARDS CROSS, BUCKS. SL9 8NU


**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

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**GUILDFORD AREA UNIVERSITY OF THE THIRD AGE (U3A)**

England & Wales - Charity number 296975

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# Accounts

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## **GUILDFORD AREA u3a ANNUAL REPORT 2020/21**

**Governance** The Board of Trustees submit their report and financial statements for the period ended 31 August 2021. The financial statements relate to Guildford Area u3a (Gu3a), registered charity no: 296975; registered office: The Black Cottage, Newlands Corner, Guildford GU4 8SE. The accounts have been prepared on the basis of accounting policies, applicable law and the requirements of the Charities Statement of Recommended Practice (SORP) FRS102. Gu3a is governed by a formal constitution and administered during the current year by the Trustees: Julie Beattie (Chairman), Justin Jackson (Vice Chairman, Beacon Master), Sonia Ashworth MBE (Secretary) and Michael Brooks (Treasurer); Ann Elms (Visits & Outings), Margaret Clements (Prospectus), Sandi Layton (PR & Publicity), Moira MacQuaide (Director of Studies), Roger Philo (Webmaster), Jackie Ring (Visits & Outings), Jane Robertson (Venues), Caroline Sawers (External Relations) and Sue Watson (Membership). Changes to the Board of Trustees (the Management Committee) became effective from the January 2021 AGM and Trustees are voted onto the Board by the membership, for one year, at the AGM. All Trustees have an induction, to understand their role, background, communication and their legal obligations. The Trustees met on 9 occasions during the year (14 times in 2020-21). Other members who have assisted this committee significantly were: Jennifer Margrave (Monthly Meetings); Margaret Morgan (Newsletter Editor), Jackie Deyong (Prospectus) and Des Brown (Venues Costs Controller).

**Activities** The activities of Gu3a are founded on the guiding principles of the University of the Third Age movement. The Trustees ensure that they use Charity Commission guidance on public benefit when reviewing Gu3a aims and objectives and in planning activities. The focus of activity remains the provision of education on a self-help basis, together with social events, visits and outings. To this end Gu3a draws upon the expertise and knowledge of members as a way of stimulating interest groups and recreational activities which can then be provided for a minimal outlay. No payments are made to individual members for services rendered. Gu3a is self-funded with membership subscriptions and costs kept as low as possible - outside financial assistance is only sought if it does not imperil the integrity of the U3A movement. Gu3a success relies upon the contribution and commitment of voluntary Group Leaders. All members are invited to participate in our study groups. 129 groups were organised under eight faculties: Arts & Crafts, Humanities, Literature & Drama, Languages, Music, Games & Indoor Pursuits, Sport & Outdoor Leisure, and Science & Computing. Study Days, an Annual Lecture and Coffee Mornings were planned and a programme of visits and outings. The thanks of the membership are extended to all the Group Leaders who work so tirelessly for GU3A.

**The ongoing pandemic** has had a significant impact on Gu3a activities, resulting in only around 65% of groups meeting, either in person or electronically; members and venues adjusted very quickly to ever changing government advice regarding Covid measures. Those participating in the U3A movement are retired from full time work and a significant number fell into the category of being asked to minimise social contact. Some venues remained closed. The Annual Lecture and some other activities had to be cancelled. Risk assessments were prepared by those groups able to continue to meet. Interim and main newsletters were distributed keeping members in touch with the latest developments at Gu3a and information was regularly updated on the website. The AGM took place in January 2021 - the constitution allowed this to happen online. Conscious that not all members use computers, voting also took place by a written paper questionnaire sent by post; by using Google forms to those on computer before the AGM and actually voting at the meeting on the day.

**The Membership Survey Results.** The most important thing stressed was the importance our members place on the social aspects of Gu3a. The sooner Gu3a gets back to full face to face meetings and events, the happier the membership will be. Virtual meetings will continue only as long as there is a perceived demand. The subscription, which was

perceived by some members to be unfairly increased in view of the lack of physical meetings during the pandemic, is recommended to be kept at £30 for at least 2 years. Gu3a will continue to buy a Zoom licence for all GLs who have requested one. A large number of Interim newsletters during the pandemic were written, in an attempt to improve communication with members. Possible embellishments to future plans: Gu3a members have made it clear that they are keen to get back together in face to face group meetings and the Trustees are determined to build on this. Gu3a has taken on board TAT's Recruitment and Retention plans and are working to implement them; and also working to appeal to the newly retired of whom there are more than usual because of the pandemic. Gu3a Trustees must make sure that all the membership is aware of how much we appreciate their loyalty over the past 2 years.

The Trustees revisited **GDPR** – and have put more prospectus detail on the website, but personal email addresses have been removed. These are now hidden behind a password, restricting the prospectus on the website to members only. The membership phone number is now a generic number which is redirected to the Membership Secretary's personal phone.

**Risk Management** The Trustees have a risk management strategy which comprises: i) regular review by the Management Committee, of the principal risks and uncertainties that the charity faces; ii) the establishment of policies, procedures and systems to mitigate risks identified in an annual review; iii) the implementation and monitoring of procedures designed to minimise or manage any potential impact on the charity, should risks materialise.

**Membership and Finances** The Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to: i) select suitable accounting policies and apply them consistently; ii) observe the methods and principles of the Charities SORP; iii) make judgements and estimates that are reasonable and prudent; iv) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and v) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue to operate. The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with Charity (Accounts and Reports) Regulations 2008 and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The Trustees confirm that, in the case of each of the persons who are Trustees at the date of this report, the following applies: i) so far as each Trustee is aware there is no relevant audit information (information needed by the Gu3a Independent Examiner in connection with preparing his report) of which he is unaware; and ii) each trustee has taken all the steps necessary to make herself/himself aware of any relevant audit information and to establish that the Gu3a Independent Examiner is aware of the information. An independent examination according to Charity Commission guidelines takes place annually.

The annual subscription for 2020/21 remained at £30 and no increase is proposed. The number of members on 31 July 2021 was 1387 (1797 in 2019/20), including 9 associate members. Although we sadly lose members during the year for various reasons, we were pleased to welcome 92 new members. Our advertising in GLive (a rotating presentation during the vaccination period) attracted many new members, as did u3a Day. A new

advertising and promotion plan has been agreed to promote recruitment. Gu3a keep in contact with previous members who have not renewed and as the new academic year started, renewals and new member numbers were double, compared with the previous year. The planned improvements to the Beacon membership system upgrade did not take place and are unlikely to before March 2022, as The Third Age Trust's timetable has been delayed. The financial reserve has increased, mainly due to fewer venues being used. Some venue and additional cleansing costs have increased. A number of Zoom licences have been purchased to enable our online groups to continue. Equipment: a new laptop has been purchased for the membership secretary. At the time of writing Gu3a is able to offer a full programme for 2021/22 including a varied visits and outings programme and 115 groups.

**BY ORDER OF THE BOARD OF TRUSTEES**

Julie Beattie, **Chairman**, Dated 14<sup>th</sup> December 2021

## Guildford Area U3A

### Income and Expenditure Account

For the Year to 31 August 2021

	2021	2020
	£	£
<b>Income</b>		
Membership Subscriptions	37,720	44,900
Outings and Concerts	2,989	26,211
Study Events	-	-
Gift Aid Rebate	7,472	8,355
Interest Received	2	80
Miscellaneous inc donations	1,584	986
<b>Total Income</b>	<b>49,767</b>	<b>80,532</b>
<b>Expenditure</b>		
Hire of Venue	1,515	26,973
Outings and Concerts	3,333	23,209
Annual Lecture	-	-
Study Events	490	155
Printing and Stationery	715	3,507
Postage and Telephone	1,066	2,128
Honoraria-in-kind	-	-
Equipment and Maintenance	870	498
National Membership Subscription	4,407	6,286
Beacon Fee	1,573	1,795
Miscellaneous	3,356	479
<b>Total Expenditure</b>	<b>17,325</b>	<b>65,030</b>
<b>Surplus/(Deficit) for the Year</b>	<b>32,442</b>	<b>15,502</b>

## Guildford Area U3A

### Balance Sheet

As at 31 August 2021

	2021 £	2020 £
<b>Assets and Liabilities</b>		
<b>Current Assets</b>		
Santander Deposit Accounts	26,415	26,412
Santander Current Accounts	81,254	36,887
Paypal account	519	3,466
Debtors and Prepayments	4,130	2,410
	<u>112,318</u>	<u>69,175</u>
<b>Current Liabilities</b>		
Membership subs received in advance	(28,050)	(18,185)
Other income received in advance	(9,554)	(8,878)
Sundry Creditors	(1,564)	(1,404)
	<u>(39,168)</u>	<u>(28,467)</u>
<b>Net Assets</b>	<b>73,150</b>	<b>40,708</b>
<b>Reserves</b>		
Accumulated Fund as at 1 September	40,708	25,206
Surplus/(Deficit) for Year	32,442	15,502
<b>Accumulated Fund as at 31 August</b>	<b><u>73,150</u></b>	<b><u>40,708</u></b>

Chairman

Julie Beattie

Treasurer

Michael Brooks

Date Signed .....15.12.21.....



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
GUILDFORD U3A TRUST

**On accounts for the year  
ended**

AUGUST 31, 2021

**Charity no  
(if any)**

296975

**Set out on pages**

1 & 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 08 / 2021**.

**Responsibilities and  
basis of report**

As the charity's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

**Signed:**

[Signature box]

**Date:**

JANUARY 2, 2022

**Name:**

DOMINIC BEATTIE

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

FCMA

**Address:**

36 KINGSWAY, GERRARDS CROSS, BUCKS, SL9 8NU


**Section B****Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

There were no material matters of concern in relation to the accounts for the year ending August 31, 2021.