

MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

England & Wales · Charity number 298693

Details

Other names MKU3A

Status Registered

Legal form Other

Registered 1988-03-03

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

Contact

Address Mku3a
Peartree Centre
1 Chadds Lane
Peartree Bridge
Milton Keynes
MK6 3EB

Phone 07521218903

Email chair@mku3a.org

Website www.mku3a.org

Activities

Objects: THE ADVANCEMENT OF EDUCATION AND, IN PARTICULAR, THE EDUCATION OF OLDER PEOPLE AND THOSE WHO ARE RETIRED FROM FULL TIME WORK, BY ALL MEANS INCLUDING ASSOCIATED ACTIVITIES CONDUCIVE TO LEARNING AND PERSONAL DEVELOPMENT.

Activities: Provide education and social activities for those people who are retired or in part-time employment

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Other Charitable Activities
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Elderly/old People, Other Defined Groups

Geography

- **Area of benefit:** MILTON KEYNES AND THE SURROUNDING AREA
- Milton Keynes

Finances

Period end	Income	Expenditure	Assets	Employees
2025-11-30	£115,553	£102,370	-	-
2024-11-30	£117,528	£105,770	-	-
2023-11-30	£89,208	£83,650	-	-
2022-11-30	£56,251	£62,888	-	-
2021-11-30	£45,513	£41,986	-	-
2020-11-30	£56,401	£59,694	-	-

Trustees

Name	Role	Appointed
June Lesley Sparks	Chair	2023-03-22
David Barratt		2023-03-22
Deborah Hodges		2023-03-22
Diana Sears		2023-07-24
Hazel Margaret Spencer		2022-03-25
Timothy Hadden		2023-03-22
Tina Griffiths		2025-03-25
Wendy Barrett		2024-03-27

MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

England & Wales - Charity number 298693

Accounts

MKu3a Annual Report and Accounts

Year Ending 30th November 2025

Committee Members

Chair	Lesley Sparks
Vice Chair	Wendy Barrett
Treasurer	Diana Sears
Secretary	Deb Hodges
Membership Secretary	Tim Hadden
Groups Facilitators	Tina Griffiths Hazel Spencer
Communications	Colin Williams until June 2025
Webmaster/Datum	Dave Barratt,
Non trustees	Shirley Dewar

Team Support Members

Sue Giordano	Finance Administration
Janet Thompson	Finance Administration
Yvonne Ashmore	Membership Administration
Len Barrows	Assistant Webmaster
Colin Williams	Newsletter Editor until June 2025

PURPOSE, STRUCTURE AND GOVERNANCE

u3as in the UK are autonomous, self-help organisations run by the voluntary efforts of their members. All u3a's are members of the Third Age Trust (a registered charity) which is our national support and advisory body.

MKu3a is here to encourage and enable people of Milton Keynes and its surrounding locality, who are no longer in full time paid employment, to help each other to share their knowledge, skills, interests, and experiences.

As MKu3a is a registered charity, the Committee members are Trustees of the Charity as set out in Section 2 of our Constitution.

Report from the Chair

The AGM 2025 was well supported, with departing Trustees thanked for their support and new nominated Trustees being appointed. We welcomed them all.

All Trustees and other members of the management committee were thanked for their time, knowledge and expertise in ensuring the smooth running and good order of MKu3a.

In line with the notification at the AGM in 2024 all documentation for the following AGMs will be available on our website and the membership will be notified where to find them well in advance of the meeting.

The Management Committee had three main areas of focus in the year, firstly to support our members and groups in all aspects of maintaining ongoing commitments, secondly to stabilise and grow our membership, thirdly to continue to celebrate u3a day. It is considered all three objectives were met.

The u3a UK AGM was again held in Milton Keynes and the Management Committee members volunteered to support the smooth running of this event. This was appreciated by those from Head Office.

We have now increased the use of square readers to take group and other attendance monies and they continue to have a significant effect in reducing the workload for the finance team and the group coordinators.

Our 1-year bonds which matured this year have been reinvested to maximise our income.

We are continuing to produce our newsletter quarterly and to use our email system to send out pertinent notifications between these publications. This has reduced our printing and postage costs.

We have been informed that the rental costs for our office in Margaret Powell House in Central Milton Keynes will be increase significantly when our agreement ends at the end of January 2026. We have therefore taken the decision to move again and have negotiated a reduced office space with Age UK MK in Peartree Bridge and will be relocating at the end of January 2026.

MEMBERSHIP

Membership Numbers

We continue to be encouraged by the interest in 2025. Our membership has increased steadily throughout the year. At the end of November 2025 our membership stood at 1402 compared to 1339 members at the end of November 2024). This represents an increase of just under 5%.

268 new members joined during the year (227 in 2024). This included several members who re-joined after a period of absence. During the same period, we lost around 190 members including those who moved away or did not renew.

At the end of November 2025, we had 43 Life Members; a further 6 having been added after being members for 25 years. This was balanced by 6 life members who unfortunately passed away during the year.

Online Renewals and Joining

We continue to reach most members electronically, allowing us to send out renewal invitations by email, although a small number must be sent by post. It is worth noting that only 2 people joined in 2025 who did not register and email address.

Similarly, most new members continue to join online, but postal communication is still available to those who prefer it. Note that only 3 applications were processed from paper forms in 2025.

Subscription renewals were mostly paid through bank transfer and PayPal, although a significant number of renewals are made by post using cheques (usually between 1 and 6 each week), including those from a significant number of members who have email addresses. The processing of these cheque payments takes longer due to the lag between posting and banking usually being 1-2 weeks. Electronic communication and payment are much appreciated as they considerably reduce administrative workload and bank transfers can usually be processed within 24 hours, whilst PayPal Card payments are instantaneous.

Welcome Meetings

A total of 6 New Member Welcome meetings were held during the year at the Great Linford Parish Council Offices. Attendance has varied from as low as 10 to as high as 21 with the average around 15. However, out of a total of around 300 members who were invited only 87 attended, the take up rate being around 29%.

GROUP FACILITATORS TEAM

We currently have 92 groups. Throughout this year we have started seven new groups. The groups that have begun this year are Football Kickabout, MK Striders, Singing for Fun/Karaoke, Keep Fit 4-Chair Exercises, Ukelele 2, ETHEL-Exploring the English Language and Sunday Lunch Group 1, which was resurrected.

Unfortunately, we have closed five groups, these were Cymraeg – Welsh, Gardening and Environment, Get on and Sew, Knitting and Painting for Pleasure. Some of these were closed due to lack of numbers and some were due to the Group Coordinator resigning from the role and an inability to find a replacement.

The Group Coordinator for the Family History group sadly passed away but we were able to find a new Group Coordinator and the group now meet at a new venue in Westcroft.

We still have the same problem whereby many of the more popular groups have waiting lists, however, when we have tried to start up a second group, nobody seems willing to take on the role of Group Coordinator.

We continue to arrange for New Group Coordinators and those who are starting to help with admin duties to be given a training session on how to use the website.

We sent out an email to all Group Co-ordinators to request that group membership and waiting lists were updated which proved successful.

We arranged for risk disclaimers to be completed by the physical exercise groups such as Tai Chi classes.

We held our Annual lunch for the Group Coordinators to thank them for volunteering to run the groups. We used the Gift Aid claimed back from the Inland Revenue to fund this event. We are pleased that this event continues to be popular with many of the Group Coordinators attending who enjoy the food and company.

Webmaster/Datum

The topic that has dominated, above all others regarding technology, during the past 12 months has been how to avoid being fooled/scammed by unscrupulous individuals who are attempting to separate you from your hard-earned money...a phenomenon known as Phishing (with a "ph" instead of an "f").

In April 2025 this was the subject of our monthly Open Meeting, following a number of instances when MKu3a members had been contacted by email, text message or telephone, by individuals pretending to be a friend or trusted organisation, when they were actually anything but. The subject was so relevant that we were asked to repeat the presentation to other MK based organisations.

The occurrences did not reduce during the year. We continue to intercept attempts to gain access to MKu3a systems, and we would urge all members to remain vigilant.

Communications

We continue to monitor and respond to messages left on our mobile phone answerphone facility. To ensure that email messages are sent to the trustees with responsibility for each area we have included additional email addresses on our website. This allows queries to be managed speedily and is appreciated by our members.

Thames Valley Network (TVN)

We have scaled back our commitment to TVN as the venue is too far away to attend regularly. We still advertise all their events to our membership.

Open Meetings review 24-25

Our 10 Open Meetings this year again had a range of diverse subjects (see list below), but it was a little disappointing that only one talk was provided by a u3a member. Thank you to Dave Barratt for his very enlightening "Don't Feed the Phish". We're hoping to improve that number next year and are always happy to talk to members who may consider sharing knowledge, anecdotes or insights with the rest of us. Please contact us on openmtgs@mku3a.org, to chat through your areas of interest and what you could bring to an Open Meeting in the future.

Open Meeting Subjects for Financial Year 25-26

Jan 25 - The Red Deer of Rum - Behaviour of Red Deer
Feb 25 - A walk through West End Musicals
Mar 25 - On foot through the intelligence zone – the Voices of Bletchley Park
Apr 25 - "Don't Feed The Phish" - Internet safety Do's and Don'ts
May 25 - Passports, Assassins, Traitors and Spies
Jun 25 - Operation Pied Piper - World War II evacuation of Children
Jul 25 - A Photographers Tale, 30 Years in the Business
Sep 25 - My Life in the Music Business - 30 years as a sound engineer and tour manager
Oct 25 - The Art Of Trickery: How Magicians are seen in Paintings, Prints & Cartoons
Nov 25 - The Absolutely True Story of That Event We Call the First Thanksgiving

Our average attendance was again 75 per meeting, currently these are free to all MKu3a members and £2 for guests. The highest attendance was 92 for the combined AGM and Open Meeting in March; and the lowest was 63 in July when many members are providing holiday childcare for their families.

We again had great feedback about both the range of subject matter and our speakers themselves. Our June meeting ended with a standing ovation from the audience when Pat Fawcett spoke about "Operation Pied Piper". Our speakers all appreciate the feedback we give them, so please do write a few words when Jean Beaver circulates after the talk to gather your responses. Thank you to all our volunteers who come along each month to set up and put all the chairs away; check members in and provide all the refreshments. Without them, the Open Meetings just couldn't happen.

ACTIVITIES THROUGHOUT THE YEAR.

u3a Day

This year we held a special event to celebrate the annual U3A Day. Our Third Age Players group devised a Murder Mystery Play called 'High Tea laced with Murder' where attendees were provided with an afternoon tea between acts and encouraged to guess the murderers! This event was well attended, with members being asked to come suitable 'dressed' if possible. They were welcomed with a non-alcoholic aperitif which they enjoyed as they found their seats for performance. Thanks to the TAP Group was expressed by many who attended the event.

Choir

Our mku3a choir continue to thrive and has held two concerts, one in December 2024 and the other in June 2025. These concerts have been advertised to both our members and the public as fund raising events for local charities. They have been

extremely well supported. In the Autumn the long-standing Group Coordinator stepped down and a new mini committee was formed to ensure the continuation of this popular group.

Short Breaks and Holidays

These successful breaks continued this year with a trip to Warner's Gunton Hall Suffolk in February and a return trip to The Kynren in September. Further breaks for 2026 are in the pipeline. Payments for these breaks are made directly with the tour companies, but we do advertise them for the benefit our members

Outings

A full programme of outings for our members was organised this year

Social Events Team

Our newly formed Social Events Team organised a varied program of events for our members to enjoy. These events were very well organised and thanks must be sent to this new team.

Future Plans

Finance

We will continue to roll out square readers to Groups who collect attendance fees.

National u3a Day

We will continue to celebrate u3a day later in the year. Planning will begin early in 2026

Datum

Further developments and enhancements to our management systems are planned for the coming year.

Volunteering within MKu3a

This year we will continue to actively seek further volunteers to help in all aspects of running MKu3a. A recruitment coffee morning is planned

Groups

Refresher training for existing Group Coordinators will be organised to ensure all practices and procedures are being followed. We will also endeavour to keep in touch with new and existing Group Coordinators on a regular basis to ensure that they are happy with all aspects of running the group and managing their responsibilities.

Review Of Financial Activities For 2024-2025 Annual Report

Overview.

The 2024-2025 accounts continue to reflect a financially strong, active and growing u3a.

Income

Income is slightly down from last year by £1,975 to £115,553 from the previous year

of £117,528.

Members have continued to support MKu3a with subscriptions enjoying a small increase over last year of £1,030.

Groups income has increased to £70,286 an increase of £8,526 showing that our groups are still strong and growing. The general fund income rose slightly on last year with an increase of £2,739 (includes membership). The other increase this year was the members continued support of the Social Events, with a small income of £1,040, although this is not income driven exercise and expenditure greatly outweighs income. Other income is from closed groups and donations.

Income was derived from:

- Membership Fees – £20,070 an increase of £1,030
- Group Receipts – £70,286 an increase of £8,526
- Outings Receipts - £14,892 a decrease of £7,585
- Bank Interest - £4,627
- Gift Aid - £3,423
- Other - £1,157
- Social Events & Open Meetings - £1,099

Expenditure

Groups expenditure increased by £4,922 to £64,056 whilst general fund expenditure has risen slightly to £23,776, giving general fund a yearly overall surplus of £6,540.

We have used £984 from the bequest funds this year to support our monthly Open meetings and the fund now stands at £35,889.

We continue to pay Third Age Trust Subscriptions and Third Age Matters costs from our membership fees along with all office and running cost and required licences. Trustees have agreed not to increase membership fees but to absorb any increase to expenditure by utilising where necessary our reserves.

Expenditure key aspects were:

- Group operating costs - £64,056
- Third Age Trust - £8,929 this covers subscription fees and Third Age Matters magazine levy.
- Communications - £2,741, this includes telephone and broadband, the maintenance of the web site, e-mail facilities and Datum management system.
- AGM/Meetings and Social Events - £6,330, this includes all our social events this year.
- Administration/Office running costs/Other - £5,036 this expenditure covers office rent and service charges, consumables, postage and volunteer's expenses.
- Online/Card Readers/Bank Charges - £739, the large part of this are chares for payments taken using card readers (see below).

Other key financial events have been:

Use of Square Card Readers

Although the cost of using card readers could be seen as a high price to pay, their use does cut down on the numbers of transactions going through our bank accounts, which means less bank charges. It also means that our GC's have less to do as money is transferred directly to our bank accounts as one amount meaning they do not have to go to banks or carry large sums around. We are very happy with the way a number of groups have taken up the offer of using card readers and we are now at 18 groups enjoying this way of paying. If you would like to discuss this further, please get in touch.

Accounting and Control

The accounts are based on a Receipts and Payments principle with unrestricted and restricted funds to reflect the activities of a u3a. They are prepared in accordance with the Charity Commission requirements, and they have been independently examined. MKu3a's range of financial activity is now relatively complex and a certain level of skill, discipline and control is important with the need for on-going training for all users.

Assets and Liabilities.

Our inventory of sundry equipment is less than £25,000 at replacement cost. Our principal assets are cash balances. There are no known significant liabilities.

Reserves

The General Fund £77,665.91 is an increase of £6,121 This is mainly due to bank interest received from our fixed deposit accounts. The overall level of reserve more than meets the 50% of anticipated expenditure that is the advised Charity Commission parameter. It should also be noted that MKu3a is not a high-risk organisation.

Prepared by - Diana Sears

Independent Examiner – Peter Answer

Declaration:

*The Trustees declare that they approved the report and attached **accounts**.*

Signature..... **Chairman** Lesley Sparks

Signature..... **Secretary** Deborah Hodges

Date25th March 2026

The Peartree Centre, 1 Chadds Lane, Peartree Bridge, Milton Keynes MK6 3EB
Tel: 07521 218903 Email: info@mku3a.org Web: www.mku3a.orgAge UK
Registered Charity No. 298693

MKU3A Receipts & Payments Summary and Assets & Libabilities 2024-2025

Year to Date: 30/11/2025

	General	Bequest	Groups	Outings	Open Meetings	Total	Total
	<i>Unrestricted</i>	<i>Restricted</i>	<i>Restricted</i>	<i>Restricted</i>	<i>Restricted</i>	2024-2025	2023-2024
B/Fwd 01.12.2024	71,241.66	36,873.60	23,135.74	765.53	30.00	132,046.53	119,753.86
Receipts:							
Members Subscriptions	20,070.00					20,070.00	19,040.00
Group Fees			70,285.75	14,891.65		85,177.40	84,236.90
Bank Interest Received	4,626.71					4,626.71	3,610.60
Gift Aid	3,423.10					3,423.10	3,281.82
Social Events	1,040.00					1,040.00	0.00
Other	1,157.07				59.00	1,216.07	7,359.15
Total Receipts	30,316.88	0.00	70,285.75	14,891.65	59.00	115,553.28	117,528.47
Payments:							
Group operating expenses			64,055.99	13,224.82	1,313.10	78,593.91	86,419.33
Third Age Trust	1 8,929.20					8,929.20	7,841.52
AGM/Meetings/Exps	2 2,766.23					2,766.23	3,027.87
Social Events	3 3,564.20					3,564.20	0.00
Communications/Web/Datum	4 2,741.28					2,741.28	3,134.53
Admin/Postage/Office Costs	5 2,872.88					2,872.88	1,753.79
Online/Readers/Bank Charges	6 738.87					738.87	530.35
Other	7 2,163.64	984.10			-984.10	2,163.64	3,062.74
Total Payments	23,776.30	984.10	64,055.99	13,224.82	329.00	102,370.21	105,770.13
Surplus/Deficit for the Year	6,540.58	-984.10	6,229.76	1,666.83	-270.00	13,183.07	11,758.34
Year End Adjustments/Accruals	-419.33					-419.33	534.33
C/Fwd YTD	77,362.91	35,889.50	29,365.50	2,432.36	-240.00	144,810.27	132,046.53

Assets Represented By:	6,548.17	Metro Current
	6,762.93	Metro Current 2 acc
	104,536.41	Metro Savings
	3,332.11	Co-Op Current
	65.74	Co-Op Savings
	30.00	Open Meetings Float
	1,711.16	Cash Held by Groups
	1,823.75	PayPal
	20,000.00	Redwood Bank
	144,810.27	

Funds	
u3a General Fund	GF <i>Unrestricted, records all receipts and payments relevant to the general running of the charity.</i>
Local Groups Fund	LG <i>Restricted to individual groups covering all their direct activities</i>
Outings Group	O <i>Restricted, records all receipts and payments for the Outings Group and their operating costs</i>
Open Meetings	OM <i>Restricted, records all receipts and payments for Open Meetings and their operating costs</i>
Bequests	BQ <i>Restricted, records all receipts and payments against bequests received.</i>

Prepared by Diana Sears

Independent Examiner - Pete Answer



Section A

Independent Examiner's Report

**Report to the trustees/
members of** MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

**On accounts for the year
ended** 30 NOVEMBER 2025 **Charity no
(if any)** 298693

Set out on pages 1 - 2

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 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.

Signed:  **Date:** 11/2/26

Name: Peter David Answer

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

Address: 11 Atherstone Court
Two Mile Ash
Milton Keynes MK8 8AE

Section B

Disclosure

Only complete if the examiner needs to highlight 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.

A large, empty rectangular box with a thin black border, occupying the majority of the page. It is intended for the user to provide details as requested in the text above.

MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

England & Wales - Charity number 298693

Accounts

MKu3a Annual Report and Accounts

Year Ending 30th November 2024

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Team Support Members

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Report from the Chair

The AGM 2024 was well supported, with departing Trustees thanked for their support and new nominated Trustees being appointed. We welcomed them all.

All Trustees and other members of the management committee were thanked for their time, knowledge and expertise in ensuring the smooth running and good order of MKu3a.

The membership was informed that the 2024 AGM would be the last time that paper copies of the necessary documentation would be available on the day. All documents will now be available on the website and the membership will be notified where to find them well in advance of the meeting.

The Management Committee had three main areas of focus in the year, firstly to support our members and groups in all aspects of maintaining ongoing commitments, secondly to stabilise and grow our membership, thirdly to continue to celebrate u3a day. It is considered all three objectives were met.

The u3a UK AGM was again held in Milton Keynes and the Management Committee members volunteered to support the smooth running of this event. This was appreciated by those from Head Office.

We have now several groups taking group attendance fees using square card readers. The introduction of these readers had a significant affect in reducing the workload for the finance team and the group coordinators.

Our 1-year bond matured in May and now been reinvested in a further bond to maximise our income.

The decision to reduce the number of newsletters produced per year to 4 was taken, this was to reduce the costs of production and distribution. Any important news items will now be sent by email as and when necessary.

We will have a new address and phone number from December 2024 as we relocate to Central Milton Keynes.

MEMBERSHIP

Membership Numbers

We continue to be encouraged by the interest in 2023. Our membership has increased steadily throughout 2024. At the end of 2024 our membership stood at 1339 (1284 at the end of 2023).

227 new members joined during the year (243 in 2023). This included several members who re-joined after a period of absence. During the same period, we lost around 191 members including those who moved away or did not renew. In 2024 we had 43 Life Members; a further four members having been added, having been in membership for 25 years.

Online Renewals and Joining

We continue to reach most members electronically, allowing us to send out renewal invitations by email, although a small number must be sent by post. Similarly, most

new members continue to join online, but postal communication is still available to those few who do not use email.

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Welcome Meetings

A total of 6 New Member Welcome meetings were held during the year at the Great Linford Parish Council Offices. Attendance has varied from as low as 6 to as high as 22 with the average around 10. A backlog built up in the third and fourth quarters due to a relatively high number of new joiners, but this has reduced again, and the January 2024 meeting should bring us back up to date.

GROUP FACILITATORS TEAM

Throughout this year only five new groups were established. We currently have 91 groups. The new groups are Beading, The Woburn Sands Thursday Evening Book Club (now renamed as Book Group - Woburn Sands), Philosophy 2, Line Dancing for Beginners and Spanish for Beginners. We also set up two short courses, one was Yoga for Beginners and the other was Walking for Beginners.

However, unfortunately we have closed eight groups, Family History, Videography, Reading, Card Games, Sunday Lunch Club 1, Bridge Duplicate, Play Reading 2 and Backgammon (Olney).

Finding Group Coordinators to take on the organisation of a new group is an ongoing problem and can affect the formation of new groups and current groups which have reached capacity and are running a waiting list.

A new exercise group will be made available in the New Year to members, this will be chair based, designed for those that are unable to attend an ordinary exercise class due to medical and/or mobility problems,

As our current office in Kingston will be closing in January, we have supported the eight groups who have been meeting there to find new venues to hold meetings. We continually look for possible new venues so if a group needs to move for any reason we can offer them suitable alternatives.

Training for current and new Group Coordinators is offered at regular intervals as well as a one-to-one meeting on request. Group members who take on group administration duties are also encouraged to attend a training session to ensure they have the necessary information.

Our Annual lunch for the Group Coordinators to thank them for their commitment to the running of their groups was held in February. This gathering also allows ideas to be shared with others and continues to remain extremely popular.

This section of last year's annual report began with the comment that around 80% of all email traffic is spam. On the basis that there is no such thing as new fashion, this year's report could be a repeat of last year, and it would be just as relevant.

Datum/Webmaster

Of course, there is spam which is just a waste of everyone's time (trying to sell you something you don't need) and then there is the phishing/viral, nasty kind that try to steal your money. There is more and more of the latter sort, which requires all of us to be vigilant. It is always tempting to click to reply to an email, almost without thinking, particularly if the supposed sender is someone who you know. Just counting to ten and thinking about whether this email might not be genuine, can pay dividends. I know that it is a sad reflection on the world, when we doubt other people's motives, but that is the world we live in.

Communications

We continue to monitor and respond to messages left within our answer phone system and via our website with positive feedback being received about the speed and efficiency of response.

In November we cancelled our contract with BT, and we now use a mobile phone to receive messages

Thames Valley Network (TVN)

We have scaled back our commitment to TVN as the venue is too far away to attend regularly. WE still advertise all their events to our membership.

Open Meetings

We had 10 Open Meetings throughout the year with subjects ranging from health, through "The Beatles" music, British piers, animals, personal safety, micro art, the National Churches Trust, and personal financial planning. Our average attendance was 75 members per meeting, and we had great feedback about both the range of subject matter and our speakers themselves

Our open meetings would not function successfully without our volunteers who come along each month to set up and put all the chairs away; check members in and provide all the refreshments. Without them, the Open Meetings couldn't happen. Thank you.

ACTIVITIES THROUGHOUT THE YEAR.

u3a Day

This year we held a special 'The Magic of the Seaside' event in August to celebrate the annual u3a Day. This event was well attended, with members being asked to come suitable 'dressed' They were welcomed with a non-alcoholic aperitif which they enjoyed while they viewed displays from other groups and caught up with friends. This was followed by a fish and chip lunch. Table quizzes helped break the ice for new members and we also had a raffle. The highlight of the afternoon was a magician who visited each table and performed close tricks It was hard work for the organisers, but we all felt the effort was well received and promoted a feeling we are all members of a special organisation.

Choir

Our mku3a choir continue to thrive and has held two concerts, one in December 2023 and the other in June 2024. These concerts have been advertised to both our members and the public as fund raising events for local charities. They have been extremely well supported.

Short Breaks and Holidays

These successful breaks continued this year with a trip to Potters Resort in March and a trip to the Southeast in October. Payments for these breaks are made directly with the tour companies, but we do advertise them for the benefit our members

Third Age Players

In September members of the Third Age Players produced, directed, and performed a unique play, written by one of their members entitled "Secrets, Scandals and Gossip" It was extremely well attended and enjoyed by the audiences. The group continues to look for new members.

Outings

A full programme of outings for our members was organised this year

Future Plans

Finance

We will continue to roll out square readers to Groups who collect attendance fees.

National u3a Day

We will continue to celebrate u3a day later in the year. Planning will begin early in 2025

Datum

Further developments and enhancements to our management systems are planned for the coming year.

Volunteering within MKu3a

This year we will continue to actively seek further volunteers to help in all aspects of running MKu3a

Groups

Refresher training for existing Group Coordinators will be organised to ensure all practices and procedures are being followed. We will also endeavour to keep in touch with new and existing Group Coordinators on a regular basis to ensure that they are happy with all aspects of running the group and managing their responsibilities.

Review Of Financial Activities For 2023-2024 Annual Report

Overview.

The 2023-2024 accounts continue to reflect a financially strong, active and growing u3a.

Income

Income is up from last year by £28,321 to £117,528 from the previous year of £89,207, this is over three times the increase of the previous year.

Members have continued to support MKu3a with subscriptions enjoying a small increase over last year.

Groups income has increased to £61,760 a large increase of £17,489 showing that our groups are still strong and growing. The general fund income stayed level with last year with an increase of £2,298 (includes membership). The other increase this year was the members continued support of the Outings Group, which had an income this year of £22,465 and two more members leaving MKu3a bequests totalling £4,763

Income was derived from:

- Membership Fees – £19,040 an increase of £480
- Group Receipts – £61,760 an increase of £17,489
- Outings Receipts - £22,465 an increase of £5,011
- Gift Aid - £3,282
- Bequests - £4,763

Expenditure

Groups expenditure has almost matched income at £59,134 whilst general fund expenditure has stayed steady at £19,430, giving general fund an overall surplus of £8,147.

We have used a small sum of £331 from the bequest funds this year to support our monthly Open meetings and the fund, with the new income, now stands at £36,874.

We continue to pay Third Age Trust Subscriptions and Third Age Matters costs from our membership fees along with all office and running cost and pay for required

licences. Trustees have agreed not to increase membership fees but to absorb any increase to subscriptions utilising where necessary our reserves.

Expenditure key aspects were:

- Group operating costs - £59,134
- Third Age Trust - £7,842 this covers subscription fees and Third Age Matters magazine levy.
- Communications - £3,135, this includes telephone and broadband, the maintenance of the web site, e-mail facilities and Datum management system.
- AGM/Meetings and Social Events - £3,027.87, this includes our Celebration Day which was held this year in August.
- Other costs which include Administration/Office running costs - £5,016 this is a significant level of expenditure that includes office rent and service charges, consumables, postage and volunteer's expenses.

Group Purchases

Although groups are intended to be self-funding there is a scheme whereby groups can request a contribution for special items. A budget of £2,000 was set aside for this purpose at the start of the year and only 10% of it was claimed by 2 groups during the year.

Other key financial events have been:

Ways of members making payments

We have been very happy with the way several groups have taken up the offer of using card readers to collect members group fees and using other means of online collections. This cuts down on the need for bank visits and the number of transactions that go through our bank accounts. We do hope that the number of groups and members using these methods increase and will be happy to discuss this further with any interested parties.

Accounting and Control

The accounts are based on a Receipts and Payments principle with unrestricted and restricted funds to reflect the activities of a u3a. They are prepared in accordance with the Charity Commission requirements, and they have been independently examined. MKu3a's range of financial activity is now relatively complex, and a certain level of skill, discipline and control is important with the need for on-going training for all users.

Assets and Liabilities.

Our inventory of sundry equipment is less than £25,000 at replacement cost. Our principal assets are cash balances. There are no known significant liabilities.

Reserves

The General Fund £71,241.66 is an increase of £8,682 This is mainly due to the new bequests and bank interest received from our fixed deposit accounts. The overall level of reserve more than meets the 50% of anticipated expenditure that is the advised Charity Commission parameter. It should also be noted that MKu3a is not a high-risk organisation.

Prepared by - Diana Sears

Independent Examiner – Peter Answer

Declaration:

*The Trustees declare that they approved the report and attached **accounts**.*

Signature..... **Chairman Lesley Sparks**

Signature..... **Secretary Deborah Hodges**

Date26th March 2025

Margaret Powell House
Midsummer Blvd
Milton Keynes MK9 3BN
Tel: 07521218903
Email: info@mku3a.org
Web: www.mku3a.org
Registered Charity No. 298693

MKU3A Receipts & Payments Summary and Assets & Liabilities 2023-2024

Year to Date: 30/11/2024

	General	Bequest	Groups	Outings	Open Meetings	Total	Total
	<i>Unrestricted</i>	<i>Restricted</i>	<i>Restricted</i>	<i>Restricted</i>	<i>Restricted</i>	2023-2024	2022-2023
B/Fwd 01.12.2023	62,559.97	32,442.41	20,509.32	4,212.16	30.00	119,753.86	114,196.62
Receipts:							
<i>Members Subscriptions</i>	19,040.00					19,040.00	18,560.12
<i>Group Fees</i>			61,760.15	22,476.75		84,236.90	61,842.52
<i>Bank Interest</i>	3,610.60					3,610.60	463.01
<i>Gift Aid</i>	3,281.82					3,281.82	5,630.99
<i>Other</i>	1,644.94	4,762.20			952.01	7,359.15	2,710.89
Total Receipts	27,577.36	4,762.20	61,760.15	22,476.75	952.01	117,528.47	89,207.53
Payments:							
<i>Group operating expenses</i>	410.21		59,133.73	25,923.38	952.01	86,419.33	62,579.82
<i>Third Age Trust</i> 1	7,841.52					7,841.52	7,710.78
<i>AGM/Meetings/Social Evts</i> 2	3,027.87					3,027.87	2,575.23
<i>Communications/Web/Datum</i> 3	3,134.53					3,134.53	3,102.27
<i>Admin/Postage/Office Costs</i> 4	1,753.79					1,753.79	3,763.97
<i>Bank Interest</i> 5	530.35					530.35	289.35
<i>Other</i> 6	2,731.73	331.01				3,062.74	3,628.46
Total Payments	19,430.00	331.01	59,133.73	25,923.38	952.01	105,770.13	83,649.88
Surplus/Deficit for the Year	8,147.36	4,431.19	2,626.42	-3,446.63	0.00	11,758.34	5,557.65
Year End Adjustments/Accruals	534.33					534.33	0.00
C/Fwd YTD	71,241.66	36,873.60	23,135.74	765.53	30.00	132,046.53	119,753.86

Assets Represented By:

5,957.05	Metro Current
4,097.53	Metro Current 2 ac
15,069.80	Metro Savings 2 a
15,498.64	Co-Op Current
52.51	Co-Op Savings
30.00	Open Meetings Flk
2,108.13	Cash Held by Gro
2,232.87	PayPal
22,000.00	HTB
65,000.00	Redwood
132,046.53	

Funds

U3A General Fund	GF	Unrestricted, records all receipts and payments relevant to the general running of the charity.
Local Groups Fund	LG	Restricted to individual groups covering all their direct activities
Outings Group	O	Restricted, records all receipts and payments for the Outings Group and their operating costs
Open Meetings	OM	Restricted, records all receipts and payments for Open Meetings and their operating costs
Bequests	BQ	Restricted, records all receipts and payments against bequests received.

Prepared by Diana Sears

Independent Examiner - Pete Answer



Section A

Independent Examiner's Report

**Report to the trustees/
members of** MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

**On accounts for the year
ended** 30 NOVEMBER 2024 **Charity no
(if any)** 298693

Set out on pages 1 - 2

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

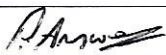
**Responsibilities and
basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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 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.

Signed:  **Date:** 1/2/25

Name: Peter David Answer

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

Address: 11 Atherstone Court
Two Mile Ash
Milton Keynes MK8 8AE

Section B

Disclosure

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

MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

England & Wales - Charity number 298693

Accounts

MKu3a Annual Report and Accounts

Year Ending 30th November 2023

Committee Members

Chair	Lesley Sparks
Vice Chair	Diana Sears
Treasurer	David Hall
Secretary	Deb Hodges
Membership Secretary	Tim Hadden
Groups Facilitators	Chris Costello Hazel Spencer
Communications	Martin Woodman
Webmaster/Datum	Dave Barratt,
Non trustees	Shirley Dewar Frank Parisi Julie Hadden

Team Support Members

Sue Giordano	Finance Administration
Janet Thompson	Finance Administration
Yvonne Ashmore	Membership Administration
Len Barrows	Assistant Webmaster
Eve Tigano	Newsletter Editor

PURPOSE, STRUCTURE AND GOVERNANCE

u3as in the UK are autonomous, self-help organisations run by the voluntary efforts of their members. All u3a's are members of the Third Age Trust (a registered charity) which is our national support and advisory body.

MKu3a is here to encourage and enable people of Milton Keynes and its surrounding locality, who are no longer in full time paid employment, to help each other to share their knowledge, skills, interests, and experiences.

As MKu3a is a registered charity, the Committee members are Trustees of the Charity as set out in Section 2 of our Constitution.

Report from the Chair

The AGM 2023 was well supported, with departing Trustees thanked for their support and new nominated Trustees being appointed. We welcomed them all.

All Trustees and other members of the management committee were thanked for their time, knowledge and expertise in ensuring the smooth running and good order of MKu3a.

The Management Committee had three main areas of focus in the year, firstly to support our members and groups in all aspects of maintaining ongoing commitments, secondly to stabilise and grow our membership, thirdly to continue to celebrate u3a day. It is considered all three objectives were met.

We also took some tentative steps in publicising MKu3a by starting to be more active within social media forums, notices within parish newsletters, and participating again in the Milton Keynes over 55 fair which resulted in several new members and forged links with other Over 55 enterprises.

The u3a uk AGM was again held in Milton Keynes and the Management Committee members volunteered to support the smooth running of this event.

We have begun to explore contactless methods for group members to pay their attendance fees which will significantly reduce the workload in reconciling these payments and have opened two further current accounts and transferred a substantial amount to a 1-year fixed term, maturing in May 2024.

MEMBERSHIP

Membership Numbers

We were encouraged by the interest in 2023. Our membership has increased steadily throughout 2023. At the end of 2023 our membership stood at 1284 (1222 at the end of 2022).

243 new members joined during the year (201 in 2022). This included several members who re-joined after a period of absence. During the same period, we lost around 180 members including those who moved away or did not renew.

In 2023 we had 40 Life Members; a further three members having been added in the first quarter of 2023, having been in membership for 25 years.

Online Renewals and Joining

We continue to reach most members electronically, allowing us to send out renewal invitations by email, although a small number have to be sent by post. Similarly, most new members continue to join online, but postal communication is still available to those few who do not use email. Subscription renewals were mostly paid through bank transfer and PayPal, although a significant number of renewals are made by post using cheques (usually between 2 and 10 each week), including a number who have email addresses. The processing of these cheque payments takes longer due to the lag between posting and banking usually being 1-2 weeks. Electronic communication and payment are much appreciated as they considerably reduce administrative workload and bank transfers can usually be processed within 24 hours.

Welcome Meetings

The name of the event to welcome and orient new members was changed from Induction Meetings to New Member Welcome Meetings in July 2023. A total of 6 meetings were held during the year, with the January meeting being held in Olney. All other meetings were held at the Great Linford Parish Council Offices. Attendance has varied from as low as 6 to as high as 30 with the average around 12. A backlog built up in the third and fourth quarters due to a relatively high number of new joiners, but this has reduced again, and the January 2024 meeting should bring us back up to date.

GROUP FACILITATORS TEAM

During this year we have been fortunate to be able to expand the group categories we offer, and open additional groups to accommodate our members on the waiting lists for some of our more popular groups.. We now have ninety-five groups. This year we are pleased to report that we have opened the following. Current Affairs 2, Poetry Lovers, Pilates 4, Book Club Evenings, Knitting, Backgammon (in Olney), Crafting (in Olney), Creative Crochet, Happy Drawers and Painters, Backgammon MK, French: Retour a François, Chess, Keep Fit 2 and 3 and Card Games.

Unfortunately, ten groups have ceased to operate for various reasons during the year. These are Keep Fit Zoom, German Conversation, Afternoon Amblers, Bridge for Beginners, Art Appreciation 1, Book Group 2, Poetry Lovers, Family History 3, Family History 1 and Videography.

Two of the barriers we have had to overcome when considering opening a new group is finding a member who is willing to take on the responsibility of running the group and helping to find a suitable venue for the meetings. These complications have led to our inability to open several new groups or enable other groups to continue to run when the current Group Coordinator wishes to retire from the role.

Our new Group Coordinators continue to be offered training on the website and the Guide to Being a Group Coordinator was updated earlier in the year giving a more comprehensive guide to contacting the group members and keeping financial records. In addition the trustees are always available to help in any way to ensure the smooth running of groups.

We held our Annual lunch for the Group Coordinators, which is to express our thanks for volunteering to run the groups. Without their expertise and willingness to volunteer mku3a would cease to exist We use the Gift Aid we claim from the Inland Revenue to fund this event. We are pleased that this event continues to be popular, with many of the Group Coordinators attending, sharing their experiences with others and enjoying the food and company.

Several changes have been made to the website including improving the wording on the Interest Group page to make it more welcoming and the introduction of a 'pop-up' warning to prevent Group Coordinators from accidentally denying access to their Group Coordinator facilities.

We have procured some display boards that are used at the AGM, Open Meetings and other events to advertise our new and existing groups. These displays include photos and wording to describe the new groups plus photos of existing ones to encourage members to consider trying out new groups.

DATUM/WEBMASTER

It is estimated that around 80% of all emails sent are spam, and that percentage is growing. The greatest IT challenges facing MKu3a are:

- Making sure that the emails we send out are not perceived as spam.
- Preventing incoming spam from reaching our members

Over the last year changes and improvements have been made and continue to be made to Datum. These include:

- A Help menu. This is accessed after login from the Help button at the top right of the Datum screen (next to the Control Panel and Logout buttons). The menus are developing over time.
- A warning message to Group Co-ordinators that, during changes to group member lists, they were in danger of deleting themselves. This has resulted in a dramatic reduction in calls to the IT team.

Communications:

We continue to monitor and respond to messages left within our answer phone system and via our website with positive feedback being received about the speed and efficiency of response.

Thames Valley Network (TVN):

TVN continued to provide a wide range of activities and interests for our members which were both well publicised and supported by MKu3a. During the year it was recognised that historically we had not been very pro-active in our membership of TVN with our new representative achieving significant improvements in this area.

Open Meetings

Talks are advertised on our website, in the diary section, within our newsletters and by email to members.

ACTIVITIES THROUGHOUT THE YEAR.

u3a Day

This year we held a special 'Mad Hatters Tea Party' in August to celebrate the annual u3a Day. This event was well attended with members being asked to come suitable 'hatted' They were welcomed with a non-alcoholic aperitif which they enjoyed while they viewed displays from other groups and caught up with friends. This was followed by an afternoon tea. It was hard work for the organisers but we all felt the effort was well received and promoted a feeling we are all members of a special organisation.

Choir

Our mku3a choir continue to thrive and has held two concerts, one in December 2022 and the other in June 2023. These concerts have been advertised to both our members and the general public as fund raising events for local charities. They have been extremely well supported.

Short Breaks and Holidays

A trip to Bournemouth was organised through 'Just for Groups' in early October. One of our members, Chris Behrendt, a former Trustee organises the trip with the company, but all monies are made directly to them to negate the financial burden of collecting the payments. These trips will continue in the coming year.

Third Age Players

In September members of the Third Age Players produced, directed, and performed a unique play, written by one of their members entitled "36, Titty Ho Lane". It was extremely well attended and enjoyed by the audiences. The group continues to look for new members.

Music Lectures

We reviewed our Music Lectures this year and had 4 meetings in the Spring. These lectures were led by Adrian Boynton, the director of music at Milton Keynes City Church and ably organised by Tina Two, a former vice chair of our association.

Outings

We were pleased to reopen our Outings Group this year following the pandemic. The newly reformed committee began to plan outings at the beginning of the year and the first outing went ahead in April, followed by a monthly outing. These were very well supported and enjoyed and will continue next year. Unfortunately due to Insurance constraints we will not be able to offer places to non-members going forward, however each non member will be advised that for less than 30p a week they can join our organisation and participate in not only the outings but other interest groups as well.

FUTURE PLANS:

Exploring additional ways to collect group attendance fees.

The treasurer is considering different methods for Group Coordinators to collect attendance fees which will simplify the procedure for the members, the group coordinators and the finance team.

National u3a Day:

We will continue to celebrate u3a day later in the year. Planning will begin early in 2024

Datum

Further developments and enhancements to our management systems are planned for the coming year.

Volunteering within MKu3a

This year we will continue to actively seek further volunteers to help in all aspects of running MKu3a

Payment Methods for Group Returns

We will continue to explore the range of different payment methods to assist both members and the finance team.

Groups

Refresher training for existing Group Coordinators will be organised to ensure all practices and procedures are being followed. We will also endeavour to keep in touch with new and existing Group Coordinators on a regular basis to ensure that they are happy with all aspects of running the group and managing their responsibilities.

REVIEW OF FINANCIAL ACTIVITIES for 2022-2023 Annual Report

Overview.

The 2022-2023 accounts continue to reflect a financially strong and active u3a.

Income

Income is up from last year by £32,956 to £89,207 from the previous year of £56,252, this is over three times the increase of the previous year.

Members have continued to support MKu3a with their subscriptions to an increased level of £18,560, an increase from last year of £4,545.

Groups income has increased to £44,271 an increase of £3,403 showing that our groups are still strong and growing. The general fund income increased to £25,279 which was an increase of £7,713 this increase was mostly due to gift aid which had not been claimed during 2021-2022. The other big increase was due to the start up again of the Outings Group, which had an income this year of £17,465 which covered just 9 months worth of outings.

Income was derived from:

- Membership Fees – £18,560 an increase from 2021-2022 of £4,545
- Group Receipts – £44,271 an increase of £3,403
- Outings Receipts - £17,465 an increase of £17,465
- Gift Aid - £5,631

Expenditure

Groups expenditure has almost matched income at £43,838 whilst general fund expenditure has decreased only very slightly to £19,498, giving general fund an overall surplus of £5,780, which is due to gift aid.

We have used a small sum from the Sylvia Poole bequest fund this year to support our monthly Open meetings and the fund now stands at £32,442.

We continue to pay Third Age Trust Subscriptions and Third Age Matters costs from our membership fees along with all office and running cost and pay for required licences. Trustees have agreed not to increase membership fees but to absorb any increase to subscriptions utilising where necessary our reserves

Expenditure key aspects were:

- Group operating costs - £43,838

- Third Age Trust - £7,711 this covers subscription fees and Third Age Matters magazine levy.
- Communications - £3,102, this includes telephone and broadband, the maintenance of the web site, e-mail facilities and Datum management system.
- Administration/Office running costs - £3,764 this is a significant level of expenditure that includes office rent and service charges, consumables, postage and volunteers expenses.

Group Purchases

Although groups are intended to be self-funding there is a scheme whereby groups can request a contribution for special items. A budget of £2,000 was set aside for this purpose at the start of the year and only 10% of it was claimed by 2 groups during the year.

Other key financial events have been:

Events

With the start of Outings this year we have developed and opened up the 'Events' package within Datum to put all trips on as individual events. This also means that most of the income from Outings now goes through the Events package tightening our financial procedures and controls in dealing with the growing amounts of money going through Outings.

Ways of members making payments

We have also been trialling the use of different ways that members could pay their group fees.

- The Third Age Players (TAP) have been using a card reader that is attached to PayPal to collect not only their group fees but also ticket sales etc.
- We also have another group using a mobile phone app called 'Collective', which does not need the use of a card reader.
- We have also purchased a few 'Square' card readers which some Bridge groups and the Outings group will be using.

We do hope that members will be happy to make use of these ways of paying so that it might cut down on the number of transactions that now go through our bank accounts, which will also cut down on the number of hours the finance team have to spend to keep our accounts up-to-date.

Accounting and Control

The accounts are based on a Receipts and Payments principle with unrestricted and restricted funds to reflect the activities of a u3a. They are prepared in accordance with the Charity Commission requirements and they have been independently examined. MKu3a is one of the larger u3a's and the range of financial activity is now relatively complex. A certain level of skill, discipline and control is important with the need for on-going training of all users.

A form to apply for a grant can be found in the Administration area of the website. Such assets remain the property of MKu3a and may be borrowed by other groups, depending on availability.

Assets and Liabilities.

Our inventory of sundry equipment is less than £25,000 at replacement cost. Our principal assets are cash balances. There are no known significant liabilities.

Reserves

The General Fund £62,559.97 is an increase of £5,780 This is mainly due to the claiming of Gift Aid during the year. The overall level of reserve more than meets the 50% of anticipated expenditure that is the advised Charity Commission parameter. It should also be noted that MKu3a is not a high-risk organisation.

Prepared by - Diana Sears

Independent Examiner - Sarah Russell

Declaration:

*The Trustees declare that they approved the report and attached **accounts.***

Signature..... **Chairman Lesley Sparks**

Signature..... **Secretary Deborah Hodges**

Date27th March 2024

11 Winchester Circle,
Milton Keynes, MK10 0BA
Tel: 01908 281717
Email: info@mku3a.org
Web: www.mku3a.org
Registered Charity No. 298693

MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

England & Wales - Charity number 298693

Accounts

REVIEW OF FINANCIAL ACTIVITIES Overview.

The 2021-2022 accounts continue to reflect a financially strong and active u3a despite the continuing challenges. Income is up from last year by £10,738.17 to 56,251.74 from the previous year of £45,513, this is almost the same as in 2019-2020.

Groups income has increased to £40,868.49 and the general fund income of £17,566.01.

Groups expenditure has almost matched costs at £40203.09 whilst general expenditure has increased to £21128.86, which is mainly due to the costs of the 40th Anniversary celebrations.

Members have continued to support our u3a with their subscriptions and they have been able to use more of the groups, which has meant we have been able to continue to cover office costs.

We have used a small sum from the bequest fund this year to support the celebrations. The fund stands at £ 34,008.49.

Accounting and Control. The accounts are based on a Receipts and Payments principle with unrestricted and restricted funds to reflect the activities of a u3a. They are prepared in accordance with the Charity Commission requirements and they have been independently examined. MK u3a is one of the larger u3a's and the range of financial activity is now relatively complex. A certain level of skill, discipline and control is important with the need for on-going training of all users.

MKU3A Receipts & Payments Summary and Assets & Liabilities 2021-2022

Year to Date: **30/11/2022**

		General <i>Unrestricted</i>	Bequest <i>Restricted</i>	Groups <i>Restricted</i>	Outings <i>Restricted</i>	Open Meetings <i>Restricted</i>	Total 2021-2022	Total 2020-2021
B/Fwd 01.12.2021		60,342.16	36,628.55	19,410.72	4,393.09	58.61	120,833.13	117,306.22
Receipts:								
<i>Members Subscriptions</i>		14,015.00					14,015.00	17,626.00
<i>Group Fees</i>		0.00		40,868.49	0.00	437.30	41,305.79	22,349.68
<i>Bank Interest</i>		616.58					616.58	564.57
<i>Gift Aid</i>		0.00					0.00	3,535.62
<i>Other</i>		314.37					314.37	1,437.70
<i>Transfer from bequest</i>		2,620.06					2,620.06	
Total Receipts		17,566.01	0.00	40,868.49	0.00	437.30	56,251.74	45,513.57
Payments:								
<i>Group operating expenses</i>				40,203.09		1,556.71	41,759.80	23,365.83
<i>Third Age Trust</i>	1	7,322.08					7,322.08	5,933.96
<i>Meetings/Conf Exps</i>	2	2808.83					2,808.83	290.88
<i>Communications/Web/Datum</i>	3	3,902.59					3,902.59	3,214.14
<i>Administration/Postage/Office Costs</i>	4	4,754.46					4,754.46	3,138.54
<i>Other</i>	5	2,340.90				0.00	2,340.90	6,043.31
<i>Transfer to GF</i>			2,620.06				2,620.06	
Total Payments		21,128.86	2,620.06	40,203.09	0.00	1,556.71	62,888.66	41,986.66
Surplus/Deficit for the Year		-3,562.85	-2,620.06	665.40	0.00	-1,119.41	-6,636.92	3526.91
Year End Adjustments/Accruals							0.00	0.00
C/Fwd YTD		56,779.31	34,008.49	20,076.12	4,393.09	-1,060.80	114,196.21	120833.13

Assets Represented By:	Metro Current	5,007.58
	Metro Savings	53,734.70
	Lloyds Current	0.00
	Lloyds Savings	50,822.20
	Open Meetings Float	30.00
	Cash Held by Group Leaders	2,500.77
	PayPal	2,100.96
		114,196.21

Funds		
U3A General Fund	GF	<i>Unrestricted, records all receipts and payments relevant to the general running of the charity.</i>
Local Groups Fund	LG	<i>Restricted to individual groups covering all their direct activities</i>
Outings Group	O	<i>Restricted, records all receipts and payments for the Outings Group and their operating costs</i>
Open Meetings	OM	<i>Restricted, records all receipts and payments for Open Meetings and their operating costs</i>
Bequest - Miss V Poole	BQ	<i>Restricted, records all receipts and payments against the bequest received from Miss V Poole</i>

Prepared by David Hall

Independent Examiner - Sarah Russell

Independent examiner's report on the accounts

Report the to the trustees of the charity: - Milton Keynes University of the Third Age Trust (MKU3A)

Registered Charity Number: - 298693

On the accounts for the year ended 30/11/2022

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that a system audit was required for this year under section 144 of the Act together with an independent examination.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity's Commission (under section 145(5)(b) of the Act,
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the following statement.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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 either the system audit or the examination, to which attention should be drawn in the report, in order to enable proper understanding of the accounts to be reached.

Signed: Name: Sarah Russell

Date: 15th February 2023

Relevant professional qualification or body:

Address: 52 Stokenchurch Place
Bradwell Common
Milton Keynes
MK13 8A

MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

England & Wales - Charity number 298693

Accounts



MKu3a Annual Report and Accounts

Year Ending 30th November 2021

Committee Members

Chair	Lesley Sparks
Vice Chair	Lynne Button
Treasurer	Diana Sears
Secretary	Fred Bass
Membership Secretary	Yvonne Ashmore
Groups Coordinator	Shirley Dewar to March AGM Co- opted July 2021 Marie Stanley March AGM resigned June 2021
Webmaster/Datum Communications	Dave Barratt to AGM. Co-opted March 2021
Trustee	Simon Wong Susan Guiver

Team Members

Sue Giordano	Finance Administration
Janet Thompson	Finance Administration
Len Barrows	Assistant Webmaster
Shirley Dewar	Groups Administration
Chris Costello	Groups Administration
Hazel Spencer	Groups Administration from Sept 2021
Eve Tigano	Newsletter Editor
Brian Baldwin	TVN Representative

PURPOSE, STRUCTURE AND GOVERNANCE

u3as in the UK are autonomous, self-help organisations run by the voluntary efforts of their members. All u3a's are members of the Third Age Trust (a registered charity) which is our national support and advisory body.

MKu3a is here to encourage and enable people of Milton Keynes and its surrounding locality, who are no longer in full time paid employment, to help each other to share their knowledge, skills, interests, and experiences.

As MKu3a is a registered charity, the Committee members are Trustees of the Charity as set out in Section 2 of our Constitution.

2021 has been a different and difficult year following the worldwide spread of the coronavirus, but the committee members initially worked remotely to ensure the continuation and the smooth running of our u3a.

We welcomed two new Trustees this year following the departure of Shirley Dewar as Groups Coordinator and Lynne Button moved to the role of Vice Chair. Susan Guiver became a Trustee shadowing Lynne Button and Marie Stanley took over the role of Groups Coordinator. Lesley Sparks agreed to be nominated for a fifth year as Chair and Dave Barratt was co-opted to the committee as Webmaster for a further year as stated in our Constitution. Fred Bass moved roles from TVN Representative to become the Secretary and Brian Baldwin, a former treasurer agreed to take over the role of TVN Representative. Trustees can only serve for a maximum of five years (three in the first instance and a further two if necessary). There will be further vacancies on the committee in March 2022 as several

Trustees are approaching the end of the maximum term. We will be asking for volunteers in January and we are confident we will recruit new volunteers to continue the good work. As MKu3a is a registered charity, the role of the Trustees can be found in its constitution. Recruitment and stability of Trustees continues to be a challenge and planning for the future is as always, a primary objective.

ACHIEVEMENTS AND PERFORMANCE

DATUM/WEBMASTER

During the past twelve months the activities of MKu3a have gradually returned towards something approaching normal, but there has also been a continued use of Zoom, both at group and Open Meeting level, to supplement face-to-face meetings. In this way we have been able to satisfy any changing requirements relating to the pandemic but also to use technology to supplement pre-COVID ways of working when it has proved to be more convenient.

The website and Datum databases continue to develop. During the year we updated the Home Page of the website to make it more attractive and to reflect the colours and design of the u3a National site. We have also reorganised features on the other pages which should make it easier to find the information you are looking for as members, group co-ordinators etc.

We remain a member of the Simple Membership User Group of u3a representatives, which continues to work to improve and develop the databases that control the Membership, Groups, Finance and Events modules of the system.

The ability to be able to communicate via email is increasingly important, and that shows no sign of changing. To minimise potential issues, we maintain an

ongoing watch over our email traffic, both sendings and receipts.

MEMBERSHIP

Membership Numbers

We were encouraged that members continued supporting MKu3a in 2021 by renewing their subscriptions, and by new members joining us when the COVID restrictions were lifted towards the end of the year. To compensate for reduced group activity during the lockdown months the Trustees implemented a 15-month subscription for those renewing or joining during the period 1 December 2020 to 30 November 2021.

Our membership remained fairly stable in 2021. At the end of 2021 our membership stood at 1236 (1313 at the end of 2020).

160 new members joined during the year (97 in 2020). This included several members who re-joined after a period of absence.

In 2021 we had 42 Life Members; with a further four members becoming eligible 1 January 2022, having been in membership for 25 years.

Online Renewals and Joining

For members who have an email address we continued reaching them by email and inviting them to renew their subscription. Most new members joined online. However, postal communication was still available to members who do not use email. Fee payments were mostly completed by bank transfer and PayPal. The processing of cheque payments generally took much longer because of the postal service. Electronic communication and payment are much appreciated as they considerably reduce administrative workload.

Induction Meetings

We held two online (Zoom) Induction meetings in February and May. The September and November meetings were held face-to-face. These meetings were well-attended, and members welcomed the opportunity to meet and chat.

GROUP FACILITATORS TEAM

Over the years there have been comments about the name of Group Leader as some thought it may give the wrong impression as our Groups are “By the Members for the Members” and it does not have to be down to one person running and taking part in a Group. At a committee meeting, and after consultation with the then Group Leaders, the decision was made to change the name to Group Co-ordinator and to change the name of Groups Co-ordinator to Groups Facilitator

At the last AGM, Marie Stanley volunteered for the position of the then Groups Co-ordinator (now Groups Facilitator) position. Unfortunately, after a few months, Marie stood down for personal reasons. This left MKu3a without a Groups Facilitator. Chris Costello who had been a member of the Team stepped forward together with Hazel Spencer who had volunteered her services to MKu3a. Shirley Dewar, the previous Groups Co-ordinator whose Trustee term came to an end in 2021, agreed to stay on the Committee in a non-trustee position and together with Chris and Hazel the job was divided between them.

It has been so good to see the Groups returning to meet although some have continued online. We have lost some Group Co-ordinators, but I am pleased to say that other members have taken on the position but inevitably some Groups have closed and during the year we have lost:

Biographies for the Eminent, Speaking Out Loud, Relaxation and Wellbeing, Needlework & Quilting, Gardening 3, Canasta and Poetry with a Difference!.

Our thanks go to the Group Coordinators of these Groups for their commitment to the Group and to MKu3a.

It has been good to able to start some new on-line groups during lockdown:

Book Group with a Difference!, Keep fit with a Difference!, Keep fit Zoom, Poetry with a Difference!, Poetry and its Pleasures! Book Group with a Difference 2!

We have had several suggestions for setting up new Groups - Badminton, Drawing, Pilates and Recorders. Unfortunately, Recorders is the only Group progressing forward.

Training for new Group Co-ordinators has continued during lockdown on-line.

COMMUNICATIONS/NEWSLETTER

Our office was closed for regular work until September. The teams have been working from home with intermittent visits to check for post and collect supplies. Our answerphone service is accessed remotely, and messages have been answered.

Eve Tigano has continued to produce an online version of the Newsletter throughout the year. Our appreciation for her fantastic contribution in keeping the members informed is noted. In September we recommenced our printed version of the newsletter to be sent to those members without an email address on their record. Thanks go to Martin Sears for distributing these newsletters.

OPEN MEETINGS AND TALKS

Within this reporting year the Trustees of mku3a took the decision to continue with weekly talks to members for the time we were in lock down and then as restrictions eased, we reverted to fortnightly meetings.

As with the previous year we were able to deliver the talks via ZOOM free of charge for members utilising some of our funds.

We were fortunate to be able to book and deliver 32 talks, host a Christmas Carol Concert from our choir and a concert from a northeast based folk group.

Reviewing our talks, they did appear to fall into several similar categories summarised as follows:

Recent history: We were privileged to first hear a talk from John Fieldsend a survivor of the Kindertransport, we had talks from our members on “The Real Imitation Games” and “Black Propaganda Radio” and “the 1923 General Election”. We were entertained by tales of “Jumping Joe Byerley” and had a thought-provoking talk looking into Nazi Germany from “Munich to Nuremberg”

History: Looking back further in time we were entertained by two talks from a regular guide to Hampton Court who shared with us some fascinating insights and stories. For those interested in more ancient history we had talks on “Hadrians Wall” and “The End of the Roman Empire”. Giving a different perspective on history we enjoyed a talk on the “History of Food” and the background and work of “Trinity House”. Our first live talk as restrictions eased was a talk on “Medieval Pilgrimage” enlivened by music from replica medieval instruments

Art and Culture: During lockdown many members were missing live events and cultural visits, zoom not quite the same but we tried! We were able to enjoy a virtual tour of the “Jewels from London’s Art Galleries and Museums” and a walk through “London’s Square mile”. We were reminded of our local area “Art and Design of the Chilterns”. Entertained royally by talks, with supporting archive material, on “Elvis”, “The Two Ronnies”, “Northern Comedians”, “The Making of Casablanca”, “Dads Army” “Charles Dickens the conjuror” and “The Forgotten Art of the British Postcard”. Three very varied talks were delivered by different photographers, starting with “Photography in the Wild”, followed by “Living the African Dream” and “A Humanitarian Vision” - fabulous photographs supporting thought provoking tales.

Additionally: (these talks easy to categorise) We enjoyed a relevant talk from one of our local charities about the work and potential of “Medical Detection Dogs”, we laughed at tales of “Prosthetic Perils”, were told about the links between “Cocktails and Crime”, inspired to garden by a talk on “Clematis” and had an insightful talk from a retired police inspector “Walking the Beat to Nirvana”.

Feedback from members continued to be very positive although numbers did start to reduce as restrictions eased. But did we continue to meet the u3a principles of “Learn, Laugh and Live”? We hope so.

EVENTS - AGM 2021

We were able to conduct our 2021 AGM online as we had held a Special General Meeting in January to make a change to our constitution to allow for online or hybrid meetings as appropriate. This proved wise as the coronavirus pandemic was still a factor and England was in lockdown. We therefore held our 2021 AGM via Zoom. This proved successful and voting was taken online. All documentation was circulated to our members in advance with a request for any questions to be submitted and the Annual Report and Accounts were submitted to the Charity Commission.

HOLIDAYS AND SHORT BREAKS

Similar to Euro 2020 the short break to Somerset for June 2020 was postponed; given the option of a refund or to carry forward the deposit to 2021, some chose to cancel and obtain a refund, others to postpone.

In March 2021 we were given the news that providing all guidance from the Government, coach companies, hotels and venues were followed, the short break could go ahead. Twenty-three people decided to ‘go with it’.

The number of people on a 52-seater coach would be reduced to 30 with social distancing between seats in

place. Face masks should be worn whilst on the coach, hand sanitiser would be available, couples, partners and people in a 'bubble' could sit next to each other, all other persons would be allocated individual seats.

We spent 5 days exploring Bath, The Cheddar Gorge, Wells Cathedral, The Royal Mint, The West Somerset Railway Weston - Super - Mare from our base in Bristol. On the Saturday night we were delighted to be entertained by live music, something we had missed during the lockdown.

It was a different type of short break while we followed the restrictions, but it was much enjoyed.

CHOIR

Our Choir continues to meet online and on December 16th we were delighted to attend a virtual carol concert. Our thanks must go to Dave Barratt, Mike Balance and Pat Mountford who spent many hours ensuring all went well on the day.

QUIZ

Following the Carol Concert Stewart Pye hosted a Christmas themed Quiz on Zoom. As usual some of the questions proved tricky but it was a great way to herald in the festive period.

40TH ANNIVERSARY TREE INITIATIVE

In November Mku3a took part in the National u3a 40th Anniversary Tree Initiative and our members and groups bought 167 trees to be planted in the Brecon Beacons.

FUTURE PLANS -

Datum

We will continue to consider further developments and enhancements to our management systems in 2022.

Volunteering within MKu3a

In 2022 we will continue to actively seek further volunteers to help in all aspects of running MKu3a.

National u3a Day/40th Anniversary

The postponed National u3a Day from June 2021 is now scheduled for September 2022 so as not to clash with the Queens Platinum Jubilee in June. The aim is to highlight MKu3a with the hope to attract new members and celebrate the 40th Anniversary of the organisation. MKu3a will celebrate its 35th anniversary in October 2022.

Financial Extract from 2020-2021 Annual Report

REVIEW OF FINANCIAL ACTIVITIES

Overview.

The 2020-2021 accounts continue to reflect a financially strong and active u3a despite the continuing challenges. Income is down again from last year by £10,887.43 from a previous year figure of £56,401 to £45,513, split between groups income of £20,219 and general fund income of £23,164. However, expenditure has again been reduced this year by £17,707 to £41,987 from last year's £59,694. £16,491 of this was on general fund leaving expenditure on groups at £21,116.

Again, this year most members have continued to support our u3a with their subscriptions even if they have not been able to use all the groups, which has meant we have been able to continue to cover office costs.

We have not had to use the bequest fund this year to support any groups, so the fund still stands at £36,628.55.

Other key financial events have been:

- **The decision to thank members with 3 months free membership thereby increasing membership from 12 months to 15 months for the same amount of £15, will have an impact on next year's figures not this years, and this has been built into the 2022 budget.**
- **Gift Aid of £3,535.62 for 2020 has been claimed, 2021 gift aid is to be claimed during 2022.**

Accounting and Control.

The accounts are based on a Receipts and Payments principle with unrestricted and restricted funds to reflect the activities of a u3a. They are prepared in accordance with the Charity Commission requirements and they have been independently examined. MK u3a is one of the larger u3a's and the range of financial activity is now relatively complex. A certain level of skill, discipline and control is important with the need for on-going training of all users.

Income

Income was derived from:

- **Membership Fees - £17,626, a decrease from 2019-2020 of £1,504.**
- **Groups Receipts - £20,219, a decrease of £756.**
- **Outings Receipts - no movement this year.**
- **Open Meetings Receipts - Most meetings were on zoom so no income, expenditure was covered by general funds.**

Expenditure

Key aspects were:

- **Group operating costs (£21,116) is mostly made up of hall hire and tutor fees with the additional cost of zoom license's and other various expenses where groups have continued to meet using other means. This is a reduction from 2019-2020 of £8,738 and reflects the impact covid continues to have. Expenditure from the Groups is higher than the income by only £897 and will be met by the groups previously accumulated funds.**
- **Third Age Trust Levies (£5,934) cover the subscription fees and Third Age Matters magazine levy.**
- **Communications (£3,214) is a decrease on 2019-2020 of £822 and includes telephone and broadband, the maintenance of the web site, e-mail facilities and Datum management system.**
- **Administration/Office running costs (£3,913) is a decrease of £1,005 on 2019-2020 costs. This expenditure includes office rent and service charges, consumables, postage and trustee expenses. Although there have been very little expenses paid this year.**

Group Purchases.

Although groups are intended to be self-funding there is a scheme whereby groups can request a contribution for special items. A budget of £2,000 was set aside for this purpose at the start of 2020-2021 but only £75 was claimed by a group so the remainder was used to offset speakers cost for zoom open meetings. A form to apply for a grant can be found in the Administration area of the website

Such assets remain the property of MK u3a and may be borrowed by other groups, depending on availability.

Assets and Liabilities.

Our inventory of sundry equipment is less than £25,000 at replacement cost. Our principal assets are cash balances. There are no known significant liabilities.

Reserves

The General Fund £62,472 is an increase of £6,673 from last year. This is mainly due to the claiming of Gift Aid during the year of £3,535 and the reduction of costs due in some part to Covid. The overall level of reserve more than meets the 50% of anticipated expenditure that is the advised Charity Commission parameter. It should also be noted that MKu3a is not a high-risk organisation.

Declaration

The Trustees declare that they approved the report and attached accounts.

Signature..... Chairman Lesley Sparks

Signature..... Secretary Fred Bass

Date23rd March 2022

**11 Winchester Circle,
Milton Keynes, MK10 0BA
Tel: 01908 281717
Email: info@mku3a.org
Web: www.mku3a.org
Registered Charity No. 298693**

MKU3A Receipts & Payments Summary and Assets & Liabilities

Year to Date: 30/11/2021

	General <i>Unrestricted</i>	Bequest <i>Restricted</i>	Groups <i>Restricted</i>	Outings <i>Restricted</i>	Open Meetings <i>Restricted</i>	Total 2020-2021	Total 2019-2020
B/Fwd 01.12.2020	55,799.10	36,628.55	19,915.50	4,393.09	569.98	117,306.22	120,599.10
Receipts:							
<i>Members Subscriptions</i>	17,626.00					17,626.00	19,130
<i>Group Fees</i>	0.00		20,219.68	0.00	2,130.00	22,349.68	30,436
<i>Bank Interest</i>	564.57					564.57	109
<i>Gift Aid</i>	3,535.62					3,535.62	4,451
<i>Other</i>	1,437.70					1,437.70	2,276
Total Receipts	23,163.89	0.00	20,219.68	0.00	2,130.00	45,513.57	56,401
Payments:							
<i>Group operating expenses</i>			21,115.83		2,250.00	23,365.83	40,904
<i>Third Age Trust</i> 1	5,933.96					5,933.96	8,092
<i>Meetings/Conf Exps</i> 2	290.88					290.88	152
<i>Communications/Web/Datum</i> 3	3,214.14					3,214.14	4,036
<i>Administration/Postage/Office Costs</i> 4	3,138.54					3,138.54	4,144
<i>Other</i> 5	3,913.31				2,130.00	6,043.31	2,366
Total Payments	16,490.83	0.00	21,115.83	0.00	4,380.00	41,986.66	59,694
Surplus/Deficit for the Year	6,673.06	0.00	-896.15	0.00	-2,250.00	3,526.91	-3,293
Year End Adjustments/Accruals						0.00	0.00
C/Fwd YTD	62,472.16	36,628.55	19,019.35	4,393.09	-1,680.02	120,833.13	117,306

Assets Represented By:	Metro Current	5,929.06
	Metro Savings	61,070.56
	Lloyds Current	1,339.48
	Lloyds Savings	49,000.00
	Open Meetings Float	30.00
	Cash Held by Group Leaders	2,836.66
	PayPal	627.37
		120,833.13

Funds		
U3A General Fund	GF	<i>Unrestricted, records all receipts and payments relevant to the general running of the charity.</i>
Local Groups Fund	LG	<i>Restricted to individual groups covering all their direct activities</i>
Outings Group	O	<i>Restricted, records all receipts and payments for the Outings Group and their operating costs</i>
Open Meetings	OM	<i>Restricted, records all receipts and payments for Open Meetings and their operating costs</i>
Bequest - Miss V Poole	BQ	<i>Restricted, records all receipts and payments against the bequest received from Miss V Poole</i>

Prepared by Diana Sears

Independent Examiner - Sarah Russell

Independent examiner's report on the accounts

Report the to the trustees of the charity: - Milton Keynes University of the Third Age Trust (MKU3A) Registered Charity Number: - 298693

On the accounts for the year ended 30/11/2021

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that a system audit was required for this year under section 144 of the Act together with an independent examination. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity's Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the following statement.

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- 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 either the system audit or the examination, to which attention should be drawn in the report, in order to enable proper understanding of the accounts to be reached.

Signed: 

Name: Sarah Russell

Date: 22nd February 2022

Relevant professional qualification or body:

Address: 52 Stokenchurch Place
Bradwell Common
Milton Keynes
MK13 8AT

MILTON KEYNES U3A (UNIVERSITY OF THE THIRD AGE)

England & Wales - Charity number 298693

Accounts



MKu3a Annual Report and Accounts Year Ending 30th November 2020

Committee Members

Chair	Lesley Sparks
Vice Chair	Tina Two/Lynne Button
Treasurer	Diana Sears
Secretary	Neill Dewar
Membership Secretary	Claire Naismith/Yvonne Ashmore
Groups Coordinator	Shirley Dewar
Webmaster/Datum	Dave Barratt
TVN Representative	Fred Bass

Team Members

Sue Giordano	Finance Administration
Janet Thompson	Finance Administration
Hazel Spencer	Membership Administration
Len Barrows	Assistant Webmaster
Sandra Adkins	Groups Administration
Christine Costello	Groups Administration
Eve Tigano	Newsletter Editor

PURPOSE, STRUCTURE AND GOVERNANCE

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As MKu3a is a registered charity, the Committee members are Trustees of the Charity as set out in Section 2 of our Constitution.

2020 has been a different and difficult year following the worldwide spread of the coronavirus, but the committee members have worked remotely to ensure the continuation and the smooth running of our u3a.

We welcomed two new Trustees this year following the departure of Tina Two as Vice Chair and Claire Naismith as Membership Secretary. Lynne Button moved into the position of Vice Chair and Yvonne Ashmore took over the role of Membership Secretary. Lesley Sparks agreed to be nominated for a fourth year as Chair and Dave Barratt was nominated to remain as Webmaster for the fifth year. Trustees can only serve for a maximum of five years (three in the first instance and a further two if necessary). There will be further vacancies on the committee in March 2021 as several Trustees are approaching the end of the three-year term. We will be asking for volunteers in January and we are confident we will recruit new volunteers to continue the good work. As MKu3a is a registered charity, the role of the Trustees can be found in its constitution. Recruitment and stability of Trustees continues to be a challenge and planning for the future is as always, a primary objective.

ACHIEVEMENTS AND PERFORMANCE

DATUM/WEBMASTER

At the time that this section of the Annual Report was written for the March 2020 AGM, which of course was not held, we could not have foreseen how quickly and dramatically MKu3a would become almost totally reliant upon technology. Not only were activity groups unable to meet face-to-face and monthly Open Meetings banned, but the Kingston office administration was required to operate remotely.

Few of us had heard of Zoom prior to the introduction of Lockdown 1. Although it could not be a universal replacement for all of our activities, it did at least provide a means by which some groups could continue, while the Open Meetings held online have proved to be more popular than they had previously been when held at the Oak Tree Centre.

Our Admin team have been able to manage membership (new and renewals) and finance using Datum and email, without which we could not have continued. At the time of writing, we do not know how long it will be before any degree of normality might return.

UPDATE

Our website, and the databases that sit behind it, the whole of which we refer to as Datum, has now reached the stage of being a stable platform/application. The development works that have taken place over recent years, largely since 2015, are substantially complete. The system now provides us with:

- Member and Group records (with easy-to-use update facilities)
- E-mailing capabilities from Group Leaders to group members
- Finance recording/returns/reporting
- On-line joining and renewals
- Newsletter library
- Admin reference library
- Event registration for our Zoom Open Meetings

MKu3a was the first UK based customer of Web Integrate/Simple Membership with whom we have worked to develop the system. There are now several other u3a's that have come on board, and we have developed a user group working party, which will be to the benefit of us all.

MEMBERSHIP

Membership Numbers

As we experienced lockdowns from mid-March, MKu3a membership dropped by 15%. At the end of 2020, our membership stood at 1313 (1536 in Dec 2019).

97 new members joined during the year (227 in 2019). At 31 December 2019 we had 39 Life Members; a further seven were awarded life membership on 1 January 2021 having been in membership for 25 years.

Membership Team

Hazel Spencer joined the Membership admin team in June 2019 to provide administrative support until lockdown in March 2020. We thank her for her service.

Online Joining and Renewals

All members who have an email address were reached by email for online renewal and joining processes, resulting in a reduction of the team's workload. A majority of members made their subscription payments using bank transfer or PayPal, again simplify our procedures. The number of cheque payments dropped by more than 50%, reducing the workload and making savings in costs (paper, stamps, and envelopes, etc).

Membership Fees

Many interest groups had to suspended face to face meetings, although the Open meetings and other groups had been meeting virtually. To encourage members to continue their membership it was agreed at the October Trustees meeting to implement the 15-month membership period for renewal dates falling in the period 1 December 2020–30 November 2021.

Induction Meetings

Two Induction meetings were held in February and March (with only two attendees in March!). There were very few members joining during the rest of the year. One online Induction meeting was held in October using Zoom with seven attendees. It was well-received.

GROUPS COORDINATOR

Coronavirus has had an impact on the groups this year. Initially we thought MKu3a would grind to a halt, but it is wonderful to see that members have embraced new technology so that some groups can continue not as normal but in completely different ways.

We have had a change of Group Leaders for some groups this year and our thanks have been extended to those outgoing as well as to the new personnel who have gallantly taken over the reins.

Sadly, the Group Leaders of several groups have decided to step back from their roles and as no-one has stepped into the breach these groups have been removed from our options list.

On a more positive note, several new groups have been formed with the intention of meeting online until the crisis is over, and many existing groups have initiated online meetings too.

The Trustees wish to thank everyone for their continued support and look forward when we can meet our friends as the groups reconvene,

COMMUNICATIONS/NEWSLETTER

Our office has been closed for regular work from March. The teams have been working from home with intermittent visits to check for post and collect supplies. Our answerphone service is accessed remotely, and messages have been answered.

Sheila MacDonald stepped down from the role of Newsletter Editor at the beginning of 2020 as she moved out of the area. Our thanks for her fantastic contribution in keeping the members informed monthly were sent. Eve Rooney took up this role and has continued to produce an online version. Non email members have been sent letters on a regular basis to assure them they have not been forgotten.

OPEN MEETINGS AND TALKS

Lynne, the vice chair, started the year with a schedule of talks planned for delivery on the last Wednesday of the month at the Oak Tree Centre, with an able team of volunteers in place to help with set out of the room, registers and refreshments. The first two talks, firstly by Fran Sandham telling us about his solo walk across Africa and secondly a scholarly insight into Ancient Rome by Eleanor Betts were well received by members with close to 90 members attending. Then, of course, concerns arose relating to COVID 19 and the first lockdown started. Live talks were suspended and options considered as the depth and length of required lockdown and social distancing became apparent. With the full support of Trustees, the decision was made to offer talks remotely via the online audio and web conferencing platform ZOOM. Initially a monthly programme was planned but due to the popularity of the talks, these increased to twice monthly with an expanded licence purchased to accommodate increasing numbers. The Committee agreed to waive charges to the members for talks, using funds to pay for speakers. Using virtual meetings enabled the booking of speakers from all parts of the country as distance was not now a restriction.

Restarting the meetings, virtually in July, 10 talks were delivered to financial year end. In November, the talks were supplemented by two performances by TAP, our Third Age Players Group. Break out chat rooms were made available, on occasion after the talks, to let members have a chance for a chatter with fellow members.

Our 10 talks covered a range of topics including a virtual walk from Covent Garden to Bloomsbury, an insight to London Street Art, three differing musical performances, a talk on poisonous plants in the garden, the history of cartoons and the D Day landings. Numbers for the talks ranged from 80 to over 120 attendees. Feedback received on talks was collated and shared

with speakers, with speaker information shared with other u3as for their consideration, actively supporting others during this difficult time.

The impact of these talks to members was clear. From feedback received members identified the talks supported them and provided interest during times of isolation. With so many other groups suspended it enable people to continue to be linked and involved with MK u3a. The talks provided new insights and learning opportunities. The talks provided plenty of laughter and comedy. We delivered on the u3a principles of Learn, Laugh and Live.

EVENTS - AGM 2020

Due to the coronavirus pandemic, we postponed our 2020 AGM twice and finally decided that we were unable to hold it until we had a change to our constitution to cover online meetings. All documentation was circulated to our members with a request for any questions to be submitted and the Annual Report and Accounts were submitted to the Charity Commission.

TAP, THE THIRD AGE PLAYERS

Our Third Age Players have been meeting via Zoom and have performed for us at two Open Meetings in November. These were very well received especially as some of the items performed were original works by TAP members. Appreciation was expressed to all who were involved in producing these events.

CHOIR

Many of our choir have continued to meet online and we were delighted when they agreed to perform a virtual carol concert for us to enjoy.

QUIZ

The suggestion to hold an inaugural Zoom quiz after the choir concert has been discussed and plans are proceeding.

FUTURE PLANS –

Special General Meeting

A change to our Constitution is required to allow the inclusion of a clause to allow hybrid or online meetings such as our AGM to take place. This meeting is planned for January 27th 2021

Datum

We will continue to consider further developments and enhancements to our management systems in 2021.

Volunteering within MKu3a

In 2021 we will continue to actively seek further volunteers to help in all aspects of running MKu3a.

National u3a Day

The postponed National u3a Day from June 2020 is now scheduled for June 2nd, 2021. It will almost certainly be a distanced celebration and has been planned to take place during Volunteers Week. The aim is to highlight MKu3a with the hope to attract new members.

REVIEW OF FINANCIAL ACTIVITIES

Financial Extract from 2019-2020 Annual Report

Overview.

The 2019-2020 accounts continue to reflect a financially strong and active u3a despite the challenging year we have had. Understandably income is down from last year by £90,910 from a previous year figure of £147,311 to just £56,401, split between groups income of £30,404 and general fund income of £25,997. However, expenditure has also been vastly reduced this year by £26,862 to just £59,694 from £86,556 last year. Just £18,199 of this was on general fund leaving expenditure on groups at £41,495.

Most members have continued to support our u3a with their subscriptions even if they have not been able to use all the groups, which has meant we have been able to continue to cover office costs.

At the start of the first lockdown, it was felt that it would benefit our members if we could support all halls and tutors for 3 months, so the costs of all invoices for this period was covered, at a cost of £4,467, by the bequest fund, , it was also used to cover the costs of the zoom Open Meetings, during this pandemic, at a cost of £590.61. which now stands at £36,628.55.

Other key financial events have been:

- The refunding to members for Music Lectures and Outing trips that had been pre-paid but had to be cancelled, no losses were incurred here, and some members even choose to waive their refund preferring to leave it within the groups fund.
- Gift Aid of £4,450.81 for 2019 has been claimed, 2020 gift aid is to be claimed during 2021.
- With all finances now going through Datum we have continued to develop the system alongside Web Integrate.

Accounting and Control.

The accounts are based on a Receipts and Payments principle with unrestricted and restricted funds to reflect the activities of a u3a. They are prepared in accordance with the Charity Commission requirements and they have been independently examined. MK u3a is one of the larger u3a's and the range of financial activity is now relatively complex. A certain level of skill, discipline and control is important with the need for on-going training of all users.

Income

Income was derived from:

- Membership Fees – £19,130, a decrease from 2018-2019 of £4,273.
- Group Receipts – £20,975, a decrease of £30,704.
- Outings Receipts - £7,943, a decrease of £13,340.
- Open Meetings and Music Lectures Receipts – £1,486, a decrease of £1,092.

Outings and Music Lectures both had some income at the start of the year most of which was later refunded.

Expenditure

Key aspects were:

- Group operating costs (£29,854) is mostly made up of hall hire and tutor fees with the additional cost of zoom license's and other various expenses where groups have continued to meet using other means. This is a reduction from 2018-2019 of £13,463 and reflects the impact of groups not being able to meet. Expenditure from the Groups is higher than the income by £8,879, of which £5,058 has been covered by the bequest fund. The remainder has been covered by the individual groups from their ring fenced, previously accumulated, funds.
- Third Age Trust Levies (£8,092) cover the subscription fees and Third Age Matters magazine levy.
- Communications (£4,036) is an increase on 2018-2019 of £749 and includes telephone and broadband, the maintenance of the web site, e-mail facilities and Datum management system.
- Administration/Office running costs (£4,144) is a decrease of £1,573 on 2018-2019 costs. This is a significant level of expenditure that includes office rent and service charges, consumables, postage, and trustee expenses. Although there have been little expenses paid this year.

Group Purchases.

Although groups are intended to be self-funding there is a scheme whereby groups can request a contribution for special items. A budget of £2,000 was set aside for this purpose at the start of 2019-2020 but only £160 was claimed, for a sound speaker for one of the keep fit groups. A form to apply for a grant can be found in the Administration area of the website.

Such assets remain the property of MK u3a and may be borrowed by other groups, depending on availability.

Assets and Liabilities.

Our inventory of sundry equipment is less than £25,000 at replacement cost. Our principal assets are cash balances. There are no known significant liabilities.

Reserves

The General Fund (£55,799) is an increase of £7,799. This is mainly due to the claiming of Gift Aid during the year of £4,451 and the reduction of costs due in some part to COVID-19, and the use of online joining and renewal. The overall level of reserve more than meets the 50% of anticipated expenditure that is the advised Charity Commission parameter. It should also be noted that MKu3a is not a high-risk organisation.

Declaration

The Trustees declare that they approved the report and attached accounts.

Signature..... Chairman Lesley Sparks

Signature..... Secretary Neill Dewar

Date24th March 2021

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Milton Keynes, MK10 0BA
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Email: info@mku3a.org
Web: www.mku3a.org
Registered Charity No. 298693

MKU3A Receipts & Payments Summary and Assets & Liabilities

Year to Date: 30/11/2020

	General <i>Unrestricted</i>	Bequest <i>Restricted</i>	Groups <i>Restricted</i>	Outings <i>Restricted</i>	Open Meetings <i>Restricted</i>	Total 2019-2020	Total 2018-2019
B/Fwd 01.12.2019	48,000.70	41,686.16	24,727.90	5,156.46	1,027.88	120,599.10	59,773.00
Receipts:							
<i>Members Subscriptions</i>	19,130.00					19,130.00	23,403
<i>Group Fees</i>	232.00		20,774.83	7,942.95	1,485.96	30,435.74	75,966
<i>Bank Interest</i>	108.59					108.59	210
<i>Gift Aid</i>	4,450.81					4,450.81	5,833
<i>Other</i>	2,076.06		200.00			2,276.06	41,899
Total Receipts	25,997.46	0.00	20,974.83	7,942.95	1,485.96	56,401.20	147,311
Payments:							
<i>Group operating expenses</i>			29,854.23	8,706.32	2,343.86	40,904.41	65,733
<i>Third Age Trust</i> 1	8,091.92					8,091.92	6,869
<i>Meetings/Conf Exps</i> 2	152.02					152.02	1,853
<i>Communications/Web/Datum</i> 3	4,036.20					4,036.20	3,287
<i>Administration/Postage/Office Costs</i> 4	4,143.77					4,143.77	5,716
<i>Other</i> 5	1,775.15	5,057.61	-4,067.00		-400.00	2,365.76	3,098
Total Payments	18,199.06	5,057.61	25,787.23	8,706.32	1,943.86	59,694.08	86,556
Surplus/Deficit for the Year	7,798.40	-5,057.61	-4,812.40	-763.37	-457.90	-3,292.88	60,756
Year End Adjustments/Accruals						0.00	5,351.50
C/Fwd YTD	55,799.10	36,628.55	19,915.50	4,393.09	569.98	117,306.22	125,951

Assets Represented By:	Metro Current	10,860.93
	Metro Savings	53,802.97
	Lloyds Current	883.00
	Lloyds Savings	49,000.00
	Open Meetings Float	30.00
	Cash Held by Group Leaders	2,729.32
	PayPal	0.00
		117,306.22

Funds	
U3A General Fund	GF <i>Unrestricted, records all receipts and payments relevant to the general running of the charity.</i>
Local Groups Fund	LG <i>Restricted to individual groups covering all their direct activities</i>
Outings Group	O <i>Restricted, records all receipts and payments for the Outings Group and their operating costs</i>
Open Meetings	OM <i>Restricted, records all receipts and payments for Open Meetings and their operating costs</i>
Bequest - Miss V Poole	BQ <i>Restricted, records all receipts and payments against the bequest received from Miss V Poole</i>

Prepared by Diana Sears

Independent Examiner - Sarah Russell

Independent examiner's report on the accounts

Report to the trustees of the charity: - Milton Keynes University of the Third Age Trust (MKU3A) Registered Charity Number: - 298693

On the accounts for the year ended 30/11/2020

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity's Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

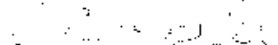
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the following statement.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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 the report, in order to enable proper understanding of the accounts to be reached.

Signed: 

Date: 21st February 2021

Name: Sarah Russell

Relevant professional qualification or body:

Address: 52 Stokenchurch Place
Bradwell Common
Milton Keynes
MK13 8AT