



## Trustees' Annual Report for the period

From 1 January 2022 Period start date to 31 December 2022 Period end date

Charity name: Cheltenham U3A

Charity registration number: 299146

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of people no longer in full time employment in Cheltenham & the surrounding locality. To provide facilities for leisure time and recreational activities and improve the conditions of life for such people in the interest of their social welfare.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Public Benefit Statement  We confirm that we have complied with our duty to have due regard to the guidance on public benefit published by the Commission in exercising our powers and duties

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	

Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>We continue to grow in popularity in the Cheltenham area, now servicing 1750 members with 115 special interest groups.</p> <p>A number of new learning groups were started this year.</p> <p>The newsletter has been expanded to provide more information on groups and services.</p> <p>We have arranged with local businesses to offer discounts to members of the U3A.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	2022 was a satisfactory year in that our net assets increased by £3,248 to £22,146
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We maintain reserves equivalent to six months' expenditure.  No reserves are designated for a specific purpose
Amount of reserves held	Para 1.22	£10,976 is invested with NS&I
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Charity's principal source of funding is an annual membership fee from all members.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		The funds are used to provide a bi-monthly newsletter to members and to maintain our website to ensure that members are kept up to date with our progress. We have monthly open meetings, with speakers on specialist topics providing members with additional knowledge. We support our interest groups in their formation and, when necessary, their expansion to further their knowledge for the group.

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted?	Para 1.25	Unincorporated Association
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	At the AGM, the members elect the trustees. The trustees then elect the officers

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

### Reference and Administrative details

Charity name	Cheltenham U3A
Other name the charity uses	
Registered charity number	299146
Charity's principal address	Rossett, Balcarras Road, Charlton Kings GL53 8QG



# Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Janet Ropner	Chair		
2	Chris Wardle	Vice Chair		
3	Jim Gardner	Treasurer	To September 2022	
4	Michael Wright	Treasurer	From October 2022	
5	Maureen Campion	Assistant Treasurer		
6	Marion Colligan	Secretary	To March 2022	
7	Ken Inglis	Secretary	From March 2022	
8	Ken Inglis	Shadow Secretary	To March 2022	
9	Denis Raingold	Group Co-ordinator		
10	Steve Orme	Access, Equality and Inclusivity		
11	Margaret Garvey	Speakers Secretary		
12				
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19				
20				

## Corporate trustees – names of the directors at the date the report was approved

Director name		

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

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

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

### Additional information (optional)

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

Type of adviser	Name	Address

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

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## Exemptions from disclosure

#### Reason for non-disclosure of key personnel details

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#### Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Janet Ropner	Ken Inglis
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	1 <sup>st</sup> August 2023	

CHELtenham U3A  
ACCOUNTS FOR THE YEAR TO DECEMBER 2022

	Years to	Dec-22	Dec-21
<b>INCOME</b>			
Membership		£22,018	£17,949
Less Capitation fees		£6,009	£5,391
		£16,010	£12,558
Group receipts		£46,236	£23,545
Caring for the Community		£140	
Donations		£46	£71
Open days		£354	£250
Gift Aid		£3,697	£2,896
		£66,482	£38,821
<b>EXPENSES</b>			
Group payments		£43,888	£21,475
Inspection		£360	£360
Catering		£240	£82
Deferred Open Day costs		£537	
Equipment		£233	£224
Licence fees		£1,622	£1,613
Diaries		£16	£3
Newsletters		£11,314	£8,966
Paypal commission		£515	£487
Postage & telephone		£22	£55
Printing & stationery		£37	£255
Room hire		£490	£125
Third Age Trust news		£3,534	£2,663
Website & database		£485	£509
Sundries		£39	£24
TOTAL EXPENSES		£63,254	£36,841
		£3,228	£1,980
<b>NET MAIN INCOME</b>			
Social receipts		£9,689	£1,745
Social payments		£9,669	£1,724
NET SOCIAL INCOME		£20	£21
		£3,248	£2,001
<b>NET INCOME</b>			
Reserves b/fwd		£18,898	£16,897
		£22,146	£18,898
<b>RESERVES c/fwd</b>			
<b>BALANCE SHEET</b>			
Bank current account		£28,395	£4,696
Social Bank		£0	£2,022
Membership holding		£235	£151
Paypal		£152	£6,253
N S & I savings		£10,976	£10,976
Prepaid		£6,439	£6,358
Accruals		£28,056	£13,477
Cash with Group Leaders		£4,005	£1,919
TOTAL ASSETS		£22,146	£18,898
		£0	£0

These accounts are drawn up on an Income and Expenses basis, rather than on the previous Receipts and Payments basis. The 2021 comparative figures have been restated to the new basis.

INITIALLED FOR  
IDENTIFICATION  
PURPOSES ONLY



**To the Trustees of the Cheltenham University of The Third Age (the Charity)**

I report on the attached accounts of the Charity for the year ended 31 December 2022, which I have initialed for identification purposes only.

**Respective responsibilities of trustees and examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 the 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 statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature

Date

CHARTERED ACCOUNTANT

Professional designation(s) for and on behalf of

Address: ANDORRAN LIMITED, CHARTERED ACCOUNTANTS,

6 MANOR PARK BUSINESS CENTRE, MACKENZIE WAY,  
CHELTENHAM, GL51 9TX