

## AGM 2024 - APPENDIX 1

### Chair's report

Good Morning, thank you for attending our AGM today, my first as your Chair.

It has been a challenging and at the same time, a very transformational year for the seven dedicated members who formed a new Committee for the 2023/24 period.

The Committee have completed many projects during the year and now consider that the charity is "Futureproof". Bournemouth u3a is committed to deliver a wide range of interesting groups and social activities to the members going forward. Some of the key projects delivered in the last year for the benefit of the charity and the members include:-

- Finding two alternative venues to replace Friend's Meeting House with The Knole and St. Katharine's Church that will host 27 interest groups from this Autumn 2024 onwards.
- Replaced the old website with a new "Siteworks" word press website, our thanks to Howard and Oliver for making this transition as smooth as possible.
- Implemented a new Publicity plan using u3a guidelines and held two new publicity events (M.C.C. and Westbourne Arcade) in National u3a week in September to help recruit new members.
- Updated and completely revised Policies, Procedures and Codes of Conduct and introduced a new Accessibility Officer role to help members who require additional assistance to join groups and activities.

Earlier this year we saw John Oram resign from the Committee after more that 16 years of loyal service. Fortunately, John still contributes significantly to running various social events and we are very grateful for his ongoing enthusiasm and contribution to Bournemouth u3a.

As communicated earlier in July, Jennie has given notice to the Committee that she intends to stand down after more than 16 years service. Jennie is planning to still be active with non-committee activities such as being an Office volunteer, Group Leader and SJI Representative. We hope to identify a replacement Joint Programme Co-Ordinator from the membership soon.

This year we have welcomed two new Committee members, Michael as the Honorary Treasurer and Nick as our newsletter Editor. There remains 4 vacancies on the Committee including Vice-Chair, replacement Joint-Programme Co-Ordinator, Social Events organiser and Accessibility Officer.

Six of the current six committee members and legal trustees to the Charity, have agreed to submit themselves for re-election this year. We are hopeful that equally committed and hardworking members will step forward at this A.G.M. and volunteer to ensure the ongoing operation of this u3a.

We would not survive and thrive without our dedicated and enthusiastic Group Leaders and those who volunteer in any capacity (the Office, the Coffee mornings, the Gala etc etc): they are all the backbone of our u3a. In thanking them publicly, those who have stood down and those who are continuing.

I would also like to thank all members past and present, for joining, committing and participating at Bournemouth u3a.

As Trustees we have a duty to keep our Charity solvent, and to have sufficient reserves to ride out unpredictable financial storms. We have been fortunate this year to have Michael as Treasurer, who has helped steer the Committee through cost-saving initiatives and the complexity of the Gift-Aid rules. The end of this 23/24 financial year has now delivered a favorable surplus that Michael will expand upon in the Treasurer's Report.

At the last count we had 104 groups with 26 groups currently with waiting lists and we are always looking to facilitate more. During the year with both Dorothee and Jennie's efforts we were able to secure funding and support from Dorset Community Foundation and Bournemouth University International College to run up to 15 new groups during the Autumn and Spring terms. So far, 10 newly established groups have been formed and there is still space for any member looking to set up a new group based upon their own interests and hobbies.

We currently stand at nearly 800 members, and we are hopeful with increased publicity and 'word of mouth' recommendations from our members that the budget of 865 members will be reached. We are, however, still attracting new members and to date we have had 104 new members join this year. This is a wonderful organisation for our generation to be involved in so, please, "get out there and spread the word!

I would also like to mention the ongoing discussions that the Committee have had with Group Leaders particularly about those who receive either a free membership or reduced rate membership discount. Bournemouth u3a now has to reach a decision about bringing the charity in line with the overall ethos of u3a. Consultations have now closed and the new Committee will communicate with Group Leaders any change in policy before the end of 2024.

We still have about 7% of our *members* who have not embarked onto email – or found a younger member of the family to do so for them - so it remains important for someone to bring a hard copy of the current newsletter to share with members at any u3a events or groups.

I want to stress again the founding principles of the u3a, those of mutual aid and self-help. Like me, I know that most of you joined to explore new interests, re-visit and share previous interests, learn new skills and meet new people. After a while, the bigger picture becomes apparent: membership of a movement of volunteers, all of us with something to contribute. Please make your contribution count during the next year:

- Encourage people you know to join
- Offer support to your group leader to provide back-up and assistance
- Share what you know, can do and enjoy with others
- Look for opportunities to establish new groups
- **And when the time comes**, consider how you might join the Committee and volunteer in any capacity, large or small roles accepted!

Thank you for all you do and continue to do.



## Analysis

### Comments

The Bank balances at year end of £79,996 include £29,674 of income received last year which relates to 2024/25. The provisional budget for 2024/25, which can be seen overleaf, is tight, and because significant savings have been made already there is little scope to save more. The pressure on costs continues as we will suffer the full year effect of the increases incurred last year. We will continue seek cost efficiencies where possible, but also recognise the need to increase membership, and treat members, leaders, and volunteers fairly.



#### Income in advance:

This year we changed the way we calculate income in advance. In previous years no account has been taken of the fact that the membership year ends on 31st August whilst the financial year ends on 30th June. So, nine weeks' worth of income should be deferred into the following accounting year. The actual effect on the 2023/24 accounts is relatively small because the 2022/23 accounts have also been adjusted. The table alongside shows the effect of the adjustment on both years. In addition we have membership and donations for 2024/25 that were received in 2023/24. We are also holding income in advance for the Barnum trip and the grant from Dorset Community Foundation. The full analysis is set out in the 2nd table.

#### Accruals

Payments made after the end of the year for costs incurred during the year are set out in the table opposite.

#### Prepayments / Debtors

We pay rent in advance for the office at SIJ and we have paid a security deposit for our accommodation costs at the Knole. In addition, we incurred Social Fund event costs for the Barnum trip and for the Quiz on 3rd July, which will be charged into 2014/25 to match the income. We have delayed our gift-aid claim this year because of some uncertainty over the level we can claim. However, we will be making a claim within the next few months.

#### Bank Reconciliation 30/06/24

	Per	Deposits	Barclays
	Accounts	o/s	30/6/24
Current account	1 8,876		8,876.24
Savings Account	2 68,590		68,590.12
Restricted Account	3 2,500		2,500.00
Social Account 28/04/24	4 3,129	204	2,925.32

#### Income Deferred

From 2022/23 to 2023/24  
From 2023/24 to 2024/25  
Net effect in 2023/24

#### M'ship

a 4,845  
b 5,505  
660

#### Provisional Budget for 2024/25

#### INCOME

Memberships	49,500
Donations	3,300
Grants	2,500
Gift Aid	8,750
Meetings / Events	1,000
Interest / Other	1,000
Social Events	6,000
<b>Total Income</b>	<b>72,050</b>

#### Income in advance:

Deferred to following year  
Received in advance (June '24)  
Social Events  
Grant income held

This year  
6,097 a  
18,767 b  
2,310  
2,500

Last year  
5,340  
15,785  
0  
0

#### Total Income in Advance

29,674  
21,125

#### Accruals

Accommodation  
IT Costs  
Social Events  
Office supplies  
Annual Gala Costs  
Total Accruals

This year  
11,754  
87  
0  
49  
518  
12,408

Last year  
100  
17  
584  
0  
0  
701

#### EXPENDITURE

Accommodation	50,542
Publicity	1,500
Printing & Postage	2,475
Office Costs	3,490
IT Costs	2,235
Annual Fees	300
U3A Capitation Fees	3,290
Events	670
Equipment	1,400
Social Events	6,000
Total Expenditure	71,902
<b>SURPLUS (DEFICIT)</b>	<b>148</b>

#### Prepayments / Debtors

Rent in advance (SIJ)  
Deposit for The Knole  
Social Events  
Gift aid repayment

This year  
1,110  
5,000  
1,708  
8,658

Last year  
555  
0  
0  
0

#### Key Budget Assumptions

- 1 Membership is a currently running a little behind last year and this continues.
- 2 Tight controls are maintained over controllable costs.
- 3 Further accommodation cost increases are no higher than general inflation.

These accounts were prepared by Michael Crich FCMA, our Treasurer, and have been examined by Robert McGoun as Independent Examiner.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

BOURNEMOUTH U3A

On accounts for the year  
ended

30 JUNE 2024

Charity no  
(if any)

800397

Set out on pages

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

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

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

\* Please delete the words in the brackets if they do not apply.

Signed:

*Robert J. McGoun*

Date:

21/10/24

Name:

ROBERT J. MCGOUN

Relevant professional  
qualification(s) or body



(if any):

Address:

22 ROSLIN ROAD SOUTH  
BOURNEMOUTH, DORSET  
BH3 7EF

**Section B**

**Disclosure**

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

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

NONE