

North Down & Ards U3A
Annual Report and Financial Statements
For the year ended 31st March 2024

Charities No. 100089

North Down & Ards U3A

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North Down & Ards U3A

Reference and Administrative Details

Chairperson

Valerie Dickson

Trustees

Mary Cromeey
Pat Browne
Marian Baxter
Coralie Hanna
Linda Morton
Jacqui McNarry
Michael Richardson
Kate Lockhart

Charity Registration Number

100089

Principal Office

Resource Centre
North Down Community Network
5 Castle Park
Bangor
BT20 4TF

Independent Examiner

RRAS NI Limited
25 Ardvanagh Avenue
Conlig
Newtownards
BT23 7XE

North Down & Ards U3A

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31st March 2024.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees	Carson Wilson (died 16 October 2023)
	David Murray (resigned 26 July 2023)
	Pat Browne
	Valerie Dickson
	Marian Baxter
	Kate Lockhart
	Adam Harbinson (resigned 1 April 2023)
	Wendy Swanston (appointed 8 September 2023, resigned 8 December 2023)
	Michael Richardson (appointed 22 June 2023)
	Jacqui McNarry (appointed 22 June 2023)
	Mary Cromey (appointed 22 June 2023)
	Coralie Hanna (appointed 22 June 2023)
	Linda Morton (appointed 22 June 2023)
Chairperson	Valerie Dickson

North Down & Arda u3a

Trustees' Report

CARSON WILSON.

It was with great sadness that we learned about our highly respected and much-loved former Chair's passing on 16 October last year. Carson was full of energy and enthusiasm for our u3a and many members will have missed getting his regular issue of jokes and also those who joined him in the Cryptic Crosswords online.

CONSTITUTION.

Due to the impact of Covid on the management of the u3a organisation, the Annual General Meeting (AGM) had been held during the month of June over the last few years. However, with the removal of Covid restrictions, it was decided that the next AGM i.e.2024, should revert to April, which is in line with the requirements of our Constitution.

Some time ago, a number of changes were proposed to the Constitution dated 30 April 2015, in particular, to provide the Committee with more flexibility in meeting the quorum requirement of 10% of the membership, which was difficult to meet, due to fewer members attending the AGM.

Subsequently, a detailed comparison of the proposed changes to the Constitution of 2015 was undertaken and initially it was agreed that the word "Executive" should be dropped from the reference to the Committee. Some minor changes to the phraseology throughout the Constitution were made, with the major amendment made to set a lower quorum for the AGM of 10% of the membership or 50 people – a much more achievable requirement.

Two Special General Meetings were held on 25 January and 29 February 2024 and the Constitution dated 29 February 2024 was subsequently formally adopted.

STRUCTURE, GOVERNANCE AND MANAGEMENT.

The governing document of this Charity is its Constitution as adopted at the Special General Meeting of 29 February 2024. The Trustees are members of the Committee, elected by the membership at the Annual General Meetings (or occasionally co-opted). The management Committee who served during the year and up to the date of this report, are set out on page 1.

The Charity is affiliated to the **Third Age Trust** (Charity No: 288007) and is the co-ordinating body for all u3a groups within the UK.

The management Committee has assessed the major risks to which the Charity is exposed, and is satisfied that systems are in place to mitigate exposure to major risks.

OBJECTIVES AND ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE.

North Down & Ards u3a is devoted to its commitment as set out in Clause 2.1(i) of its Constitution dated 29 February 2024 i.e. "The advancement of education of the public and in particular the education of older people and those who are not in full time employment".

FINANCES.

The finances of the ND&Au3a are in the control of our Treasurer and Groups Treasurer both of whom do an excellent job each year, in ensuring that all of our income and expenditure, and all related financial accounts and records are maintained in accordance with agreed procedures.

In September 2023, which is halfway into the financial year, the Treasurer reported that our surplus at the end of the financial year stands at £29,069, which includes £5,846 transferred from the reserves account into the current account on 26 March 2024.

MEMBERSHIP.

Our membership continues to grow and this past year we attracted 126 new members. It is good to see so many new members keen to join the NDAu3a which has so many things to offer by putting people together in a relaxed and friendly atmosphere, to talk, share their experiences and explore new horizons.

Throughout the year, much appreciated work and progress was made by our Membership Matters team, with a review being carried out of some of the procedures and this resulted in some changes being made to the membership application process, pro-forma letters, and application form. In addition, a new Membership Policy was introduced and this can be seen on our website.

ACTIVITY GROUPS.

Over the last 12 months our active interest groups continued to increase gradually, and we still have over 100 different groups with 9 new groups having being created and being run since our last AGM. In some cases, these are being run by relatively new members. Groups started include: Boiled Eggs- Pop-up Comedy, Chair Yoga, German Conversations, Gig Buddies, Gym Buddies, Psychology 1, Psychology 2, Smart People and Spanish Beginners. In the case of Psychology and Spanish Beginners, more leaders are required to facilitate the demand.

Available places in existing groups were snapped up almost immediately when advertised by email. Sadly, some groups only lasted a short while and some of our leaders relocated to be close to family. Boiled Eggs and Gardening 4 have now ceased. Our thanks to all the leaders and convenors, past and present, who continue to give their time and expertise devoted to running all of our activities.

A great deal of work was carried out by several of our Group Leaders and Convenors, on drafting a very comprehensive, and much needed, update of our Leader's and Convenor's Handbook, which was ultimately agreed by the Committee and can now be viewed on our website. Our grateful thanks must go to all of those who participated in the production of this new guide.

A simple Beacon Users Guide, Quick Start-up Guide for New Convenors, and Paying Rent for Room Hire Guide, were also produced and are available on the website in the "Running a Group" section.

BEACON ADMINISTRATION.

Kate Lockhart our Beacon Systems Administrator has worked tirelessly training our new leaders and convenors, and Committee members, in using Beacon, our membership database. This year some new features were introduced. If any members need help with Beacon, which most users find makes life a lot easier for keeping track of members and money, they can contact Kate. (Details on the website and in the Directory)

EZINE.

We continue to keep in touch with our members through the issue of our Ezine and the regular issue of monthly news update. Following a discussion between the Ezine team and the Committee, to consider the focus and direction of the Ezine, it was agreed that due to the effort and skills needed to produce it, and given the other commitments of the Ezine team, in future it would now issue only 4 times a year i.e. February, April, August and November.

ACCOMMODATION.

During 2023 a great deal of research and evaluation had been carried out by our Accommodation team regarding a plan to move into permanent accommodation. However, due to the loss of EU funding and the increasing number of bids to the National Lottery, our bid for Lottery Funding had been unsuccessful.

It was later agreed by the Committee, that the premises currently used by us at the North Down Community Resource Centre, was adequate for our current needs and that members should be reminded that they should make much more use of it, if at all feasible.

Apart from the availability of a room at the Resource Centre, the accommodation situation, overall, remained extremely tight and this, added to the fact that rooms used for some time by the Committee and other groups at the Foodbank would no longer be available to us, it was found necessary to find new venues.

Our thanks must go to our Rooms Co-ordinator, who had been successful in relocating both the Committee and several other groups displaced due to the unavailability of the Foodbank.

NEW MEMBERS MEETINGS.

Following a disappointing attendance at the October New Members Meeting, the Membership team proposed a new format to the Committee. As now stated on the application form, new members would be invited to a New Members Meeting within a few months of joining, where we will answer any questions, they may have about the organisation and its activities as well as considering some of their suggestions for taking the ND&Au3a forward.

MONTHLY MEETINGS.

Some minor changes to the organisation of the monthly meetings were implemented recently and these changes appear to be working reasonably well so far. Our March meeting attracted over 100 members and a programme of speakers for the year ahead has been put together. Our Refreshments

Team and Group members continue to provide a warm welcome with tea and coffee each month. Any ideas for potential new speakers are always welcome.

POLICIES AND GUIDANCE.

Two new policy papers were approved by the Committee during the year viz: Data Protection Policy and Membership Policy.

As Covid is still around, Peter Gay took the lead in putting together some Covid guidance.

Following a number of queries from members, guidance on running group events and social events has been compiled and approved by the Committee.

Guidance has also been developed for Social and Group events.

All of these documents can be found on the website.

Work will begin soon on a review of all of our remaining policies and consideration will be given to the need to introduce some new ones, if appropriate.

EVENTS.

A number of Social and Group events were held during the year.

- A 60's night, complete with DJ, music and outfits from that decade was organised by the Tennis Group in the Imperial Bar, Bangor on 19 April 2023.
- Two of our ever-popular quizzes were held in Bangor Golf Club during the year on 23 November 2023 and 14 March 2024.
- On 1st May, 120 of our members travelled to Downpatrick to ride on a steam train to Inch Abbey. Refreshments were served from the buffet car and the group were entertained for nearly an hour by 16 of the Bangor Ukes.
- Janet Holland hosted the first Vintage Film Festival from 15-17 August 2023 in Studio 1A, Hamilton Road, Bangor. The films shown across the 3 nights were The Thomas Crown Affair, Alice's Adventures in Wonderland (the ballet) and The Maltese Falcon.
- Over 80 members attended a talk followed by refreshments in the Crawfordsburn Inn on 22 November to mark the 60th Anniversary of the death of C S Lewis.
- A Christmas Cheer event for over 100 members was held in Bangor Library on 15 December 2023. Mulled wine, mince pies and other tempting morsels were served and entertainment was provided by the wonderful guitar group.
- A QUESTA trip to Parliament Buildings, Stormont followed by lunch was held on 30 January 2024.
- A piano recital attended by approx. 90 members was held in Bangor Carnegie Library on 30 March 2024. The event proved to be very popular with the guest pianist receiving a standing ovation from the audience

Regional events included:

- the Regional Summer School in Greenmount Agricultural College, Antrim on 14 and 15 June 2023 attended by 8 members from ND&Au3a. The wide-ranging programme included some very interesting talks and activities, the most successful of which were canoeing and wine tasting. There was also a conference dinner and some wonderful jazz entertainment; and
- ND&Au3a had the privilege of hosting the SONGFEST 2023 in the Elim Conference Centre on 11 May 2023. Eight choirs from U3As across the Province, including Monaghan took part in this very popular event.

Intergenerational Group.

Approximately 50 members of the Intergenerational Group continue to work with children from local primary schools on the Time to Read Initiative. Members give an hour a week to read with pupils from Primary 2 upwards. The outcomes of these programmes have been evaluated by local universities and show major gains for pupils including increased self-confidence and self-esteem as well as improvements in their reading age.

FINALLY.

My first year in office has been an interesting experience and I would like to acknowledge the efforts and the staunch support of our Vice-Chair Mary Cromey, together with the rest of the Committee, all of whom have contributed to making the North Down & Ards u3a such a vibrant organisation. Some of our Committee members will be leaving us and I would like to acknowledge their commitment to the organisation and offer my thanks for the valued contribution they have made during their tenure.

It just remains for me to say that the Trustees can again view this year as one of success and progress, despite some difficulties along the way.

Approved by the Trustees of the Charity on 25 April 2024 and signed on its behalf by:



Valerie Dickson
Trustee
Chair

North Down & Ards u3a

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the Financial Statements in accordance with the Financial Reporting Standards applicable in the UK and the Republic of Ireland (FRS 102) and applicable law and regulations.

The law applicable to charities in Northern Ireland requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP (Statement of Recommended Practice) (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act (Northern Ireland) 2022, the applicable Charities (Accounts and Reports) Regulations (Northern Ireland) 2015, and the provisions of the Constitution. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees of the charity on 25 April 2024 and signed on its behalf by:


.....

Valerie Dickson

Trustee

Chair

North Down & Ards U3A

Independent Examiner's Report

For the year ended 31st March 2024

Indendent Examiner's Report to the Trustees of North Down & Ards U3A

I report on the accounts of the Charity for the year ended 31st March 2024, which are set out on pages 12 to 18.

Respective Responsibilities of charity trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 65(2) of the Charities Act (Northern Ireland) 2008 and that an independent examination is needed. The charity is preparing accrual accounts and I am qualified to undertake the examination by being a qualified member of Chartered Accountants Ireland. It is my responsibility to:

- examine the accounts under section 65 of the Charities Act (NI) 2008
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland.

My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity 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 next statement.

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 63 of the Charities Act (NI) 2008
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charities Act (NI) 2008
 - which are consistent with the methods and principles of the SORP: Accounting and Reporting by Charities.

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.

Name:		Elise Richardson
Qualification:	Chartered Accountant (FCA) - Membership No. 09c0743	
Address:	25 Ardvanagh Avenue, Conlig, Newtownards, BT23 7XE	
Date:	22nd April 2024	

North Down & Ards U3A
Statement of Financial Activities
For the year ended 31st March 2024

	Notes to	Unrestricted Funds 2024	Unrestricted Funds 2023
	The Accounts	£	£
<u>Income and Endowments from</u>			
Donations and legacies	2	3,380	4,145
Investments	3	87	17
Other	4	41,406	41,546
Total Income		44,873	45,708
<u>Expenditure on</u>			
Charitable activities	5	46,870	44,743
Governance costs	6	600	1,296
		47,470	46,039
Net Deficit in funds		(2,597)	(331)
Reconciliation of funds			
Total funds brought forward		41,651	41,982
Total funds carried forward	11	39,054	41,651

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 & 2023 are shown in note 11.

The notes on pages 14 to 18 form an integral part of these financial statements.

North Down & Ards U3A
Statement of Financial Position
As at 31st March 2024

	Notes to The Accounts	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Fixed Assets			
Tangible Assets	8	5,235	6,993
Current Assets			
Cash at bank and in hand	9	35,069	35,954
		35,069	35,954
Creditors: Amounts falling due within one year	10	1,250	1,296
		1,250	1,296
Net Current Assets		33,819	34,658
Long term liabilities		0	0
Net Assets		39,054	41,651
Funds of the charity			
Unrestricted funds	11	39,054	41,651
		39,054	41,651

The financial statements on pages 12 to 18 were approved by the trustees, and authorised for issue on 25 April 2024 and signed on their behalf by:

Signed by: Valerie Dickson
Chairperson / Trustee

Print Name: Valerie Dickson

Date: 25 April 2024

North Down & Ards U3A

Notes to the Accounts

For the year ended 31st March 2024

1. Accounting Policies

Statement of compliance

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act (Northern Ireland) 2022.

The accounts are prepared in Sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

Basis of preparation

North Down & Ards U3A meets the definition of a public entity under FRS 102. The accounts (financial statements) have prepared under the historical costs convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature are recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Investment income

Bank interest is recognised upon receipt.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis that is consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other supporting costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including external examination, strategic management and trustees meetings and reimbursed expenses.

North Down & Ards U3A
Notes to the Accounts (continued)
For the year ended 31st March 2024

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised to write off the cost or valuation of assets less their residual value over their useful life on the following basis:

Fixtures, fittings and equipment - 20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Nature and purpose of Funds

Unrestricted funds are available for general purposes in accordance with the the charity's purposes.

There are no restricted funds or endowments.

Trustee remuneration, benefits and expenses

No trustees are paid any remuneration or receive any other benefits from the charity. Expenses are only paid to refund expenditure in relation to charity business.

North Down & Ards U3A
Notes to the Accounts (continued)
For the year ended 31st March 2024

2. Income from Donations and legacies

	Unrestricted	Unrestricted
	Funds	Funds
	2024	2023
	£	£
Gift aid reclaimed	2,539	2,545
Grants, including capital grants	821	1,600
Donations from individuals	20	0
	<u>3,380</u>	<u>4,145</u>

3. Investment Income

	Unrestricted	Unrestricted
	Funds	Funds
	2024	2023
	£	£
Interest receivable on bank deposits	87	17
	<u>87</u>	<u>17</u>

4. Other Income

	Unrestricted	Unrestricted
	Funds	Funds
	2024	2023
	£	£
Social income	2,058	3,195
Hall rental income	17,588	14,995
Membership subscriptions	15,430	22,507
Group income	6,270	849
Miscellaneous	60	0
	<u>41,406</u>	<u>41,546</u>

North Down & Ards U3A
Notes to the Accounts (continued)
For the year ended 31st March 2024

5. Expenditure on charitable activities

	Unrestricted Funds 2024	Unrestricted Funds 2023
	£	£
Third Age Trust costs	10,103	9,771
Marketing and publicity costs	1,625	2,421
Group and event costs	4,837	5107
Hall rental costs	22,158	19,143
Administrative costs	1,935	916
Social expenditure	3,353	4,334
Loss on sale of equipment	631	0
Depreciation, amortisation and other similar costs	1,551	3,051
Miscellaneous	677	0
	<u>46,870</u>	<u>44,743</u>

6. Governance costs

	Unrestricted Funds 2024	Unrestricted Funds 2023
	£	£
Independent Examiner fees	600	1,296
	<u>600</u>	<u>1,296</u>

7. Taxation

The charity is a registered charity and is therefore exempt from taxation.

8. Tangible fixed assets

	Fixtures, fittings & Equipment £
Cost	
At 1 April 2023	15,257
Additions	1,869
Disposals	<u>3,461</u>
At 31 March 2024	<u>13,665</u>
Depreciation	
At 1 April 2023	8,264
Charge for year	1,551
Disposals	<u>1,385</u>
At 31 March 2024	<u>8,430</u>
Net Book Value	
At 1 April 2023	<u>6,993</u>
At 31 March 2024	<u>5,235</u>

North Down & Ards U3A
Notes to the Accounts (continued)
For the year ended 31st March 2024

9. Bank and cash in hand

	Unrestricted Funds 2024	Unrestricted Funds 2023
	£	£
Bank and cash in hand	35,069	35,954
	<u>35,069</u>	<u>35,954</u>

10. Creditors: amounts falling due within one year

	Unrestricted Funds 2024	Unrestricted Funds 2023
	£	£
Creditors	650	0
Accruals	600	1,296
	<u>1,250</u>	<u>1,296</u>

11. Funds

	Unrestricted Funds 2024	Unrestricted Funds 2023
	£	£
General		
Opening Balance	41,651	41,982
Incoming resources	44,873	45,708
Resources expended	(47,470)	(46,039)
Closing Balance	<u>39,054</u>	<u>41,651</u>