

## Trustees' Annual Report 2023

The u3a in Bath is a member of the Third Age Trust. Our membership is open to anyone who is no longer in full-time employment: there is no age qualification.

***The Objects of the group are 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 in Bath and surrounding areas.***

These objects are carried out partly through our monthly talks and mostly via our many interest and activity groups.

Communication is through our website, monthly bulletin and quarterly newsletter, the 'Third Ager', the monthly lecture and coffee morning, and we also have a Facebook page.

Governance is through our Committee who are also Trustees of the charity.

We are entirely run by volunteers, including Trustees, non-Trustee officers, group convenors and co-ordinators; without them this organisation would not exist.

For a small annual membership fee, members have access to all our groups and talks; other activities, outings, and residential trips require further payment. They also have access to insurance cover while on u3a activities and the huge range of learning resources provided by the Third Age Trust. In addition, we keep a small amount of equipment which can be borrowed by groups to help them with their activities. In order to facilitate some of our Trustees in their work we have provided dedicated laptops for the Treasurer, Business Secretary, Membership Secretary and Newsletter Editor.

All our groups are autonomous, but we provide help as needed through a dedicated section on our website, the Groups Advisers, and an annual meeting for convenors which gives them the opportunity to share good practice and problems, as well as providing input on matters of importance, most recently handling money, GDPR, and our new management system, Simple Membership.

Changing the way we have previously managed our records to this new integrated system has been much of the focus of our work this year. We 'went live' at the end of 2022 and various members of the committee have worked assiduously to ensure that all our convenors know how to use the system, the Groups Organisers are encouraging convenors to manage their own webpage but are also carrying out this task for those who are reluctant. The focus now is to get members to use the website as their first port of call to find out information, but again we have had mixed success.

At the moment we have 1383 active members, 266 lapsed members and 48 left members. There have been 306 new members since 1 April 2022 so the new members are slightly less than the lapsed and left, and we are therefore maintaining our numbers. Use of Simple Membership is enabling us to track where members have actively left or have just not yet renewed their membership.

So far as our groups are concerned the year has seen a good deal of positive activity, with groups returning to a more regular pattern of meetings. The current schedule of groups masks a wide diversity, ranging from thriving small groups of up to 8 or 10 meeting mostly in private homes, to groups of 80 or more, who meet for sports, music or outdoor activities of all kinds. As at 30 April 2023, there are 101 groups in the Groups Directory compared with about 118 groups in 2019. New groups include:

- Beginners Bridge
- Craft
- History of Art – Further Study 3
- Novel Writers' Workshop
- Play Reading 2
- Rummikub
- Social Bridge
- Violin Ensemble

Some of the new groups are still in the early stage of getting established, and others are progressing well. Yet they are far from replacing the groups lost over the last three years, which include some which were quite large, e.g. Mathematics, a Countryside Walking group, and the former Sailing group. All these, despite the enthusiasm and effort of individual members, were unable to recruit appropriate volunteers to act as Convenors, and represent a significant loss to the organisation as a whole.

All of the groups are dependent on u3a members being willing to help organise them, and to share the workload and the responsibilities with their Convenors. The Groups Advisers are available to offer support and encouragement to any member prepared to take on board the self-help philosophy of u3a and co-operate in doing the groundwork to get a new group started.

The Outings group in particular is still struggling to engage with members, day visits have been achieved, but residential trips have still not managed to get off the ground. The Theatre group has had a bit more success and have organised a couple of theatre trips, however neither of these groups have returned to their pre-Covid strength which may be due to a number of factors, not just people's reluctance to participate in larger outings.

Our monthly meetings continue to be well attended however, thanks to some excellent publicity in a variety of local magazines and free papers. We regularly see non-members attending and our Membership Secretary is generally busy with membership enquiries.

Details of all our talks and activity groups are on our website. We took the decision in the summer of 2021 to change our newsletter offering from 11 editions a year to 7 brief bulletins interspersed with 4 magazine-type quarterly issues which we have called 'The Third Ager'. Many of the groups provide extra information in this quarterly issue, often in the form of a report about a particular activity and usually with photographs, we also try to include recipes, gardening tips, and puzzles, although the offering does vary depending on what members send in. The bulletin gives information about forthcoming activities, booking forms for trips, and contact

details for all the groups. We have used the money from a recent bequest specifically to produce a leaflet to give to new members, reminding people to register on the website and suggesting ways in which they can participate more fully in membership of our u3a.

Transition to Simple Membership has meant a completely new website which has taken a lot of effort on the part of the retiring Webmaster and also means that for the first time we have been able to provide a 'members only' section, all members have been given a username and are invited to set up their own password. They are able to contact other members and also to access information which is not in the public domain.

### **Regional News**

We are members of the Bath and Wiltshire U3A Network, a group of local U3As organised by Kennet U3A, which meets four times a year. This group has been meeting on-line and our Chair has attended meetings, as other commitments have allowed. This group is meeting face-to-face at the end of June when they will be joined by the national u3a Chair.

The network has also set up an on-line forum for Speaker Organisers, our new organisers attended the initial meeting and found it very useful. A second area Study Day organised by Kennet u3a took place at the end of April in conjunction with Marlborough College, having been postponed from September 2022 because of the late Queen's funeral.

### **The Committee and Trustees**

We have had some movements on the Committee and support group this year, we now have a second Treasurer, our Webmaster has retired but is still in the process of inducting his successor and our talks organiser has left and been replaced by two people job sharing.

The Committee consists of eleven members,

Anne Banks (Chair), Meg Gore Langton (Business Secretary), John Weinle (Treasurer), Richard Marke (Treasurer) Jill Carr (Membership Officer), Pat Corcoran (Newsletter Editor), Eleanor Ellington & Diane Duck (Joint Groups Advisers), Steve Prowse (Publicity and social media), Christine Barron (Newsletter distribution), David Bethell, (Outings) and Irene Murdoch (Theatre).

We are also supported Betty Suchar & David Hagger (Talks Organisers), Derek Longmore (database) and Andy Pepperdine (Audio Visual)

The current Chair and Business Secretary both intend to step down in 2023, and also the Membership Secretary after the next membership renewals round in October.

In common with many other voluntary organisations, while we have a thriving membership, we are having difficulty in getting people to take up committee and other support roles. Many of our members have caring duties, some are still working part-time, and others feel they have 'done their bit'. This is proving to be a problem to us, but we continue to work hard to persuade people to step up.

Anne Banks  
Chair u3ainBath  
May 2023

# General Ledger Summary

U3A IN BATH

For the period 1 March 2022 to 28 February 2023

Account	Account Code	Opening Balance	Debit
U3A Bath Subscriptions (Current Fee year)	200	0.00	165.00
Donations	250	0.00	0.00
Interest Income	270	0.00	0.00
Gift Aid Tax Recovered	275	0.00	0.00
New Group Grants	280	0.00	58.84
Monthly meetings	330	0.00	7,464.00
Open day meeting	331	0.00	1,019.07
Speakers for U3A meetings	335	0.00	1,415.00
Convenors meetings	342	0.00	145.20
U3A Bath newsletter	345	0.00	1,871.33
Advertising & Marketing	400	0.00	5,670.00
Audit & Accountancy fees	401	0.00	300.00
Bank Fees	404	0.00	415.80
Membership costs	420	0.00	2,670.05
General Expenses	429	0.00	60.00
Trustees Expenses	430	0.00	378.00
Trustees monthly meetings	432	0.00	462.00
Capitation Fees	435	0.00	5,280.00
Third Age Trust magazine	438	0.00	3,361.00
IT Software and Consumables	463	0.00	1,504.73
Website	495	0.00	100.70
601 Unity Trust - Renewals	601	60.00	11,106.75
Petty Cash	602	50.00	0.00
Unity Trust - Current	603	7,211.69	63,003.10
Unity Trust - Deposit	604	40,886.31	49.67
THEATRE BARCLAYS BANK ACCOUNT MEMO ONLY	609	1,922.39	0.00
Accounts Receivable	610	0.00	29,947.99
BANK ACCOUNT NATWEST OUTINGS	612	5,517.60	3,992.50
New Members	616	105.00	3,414.89
Accounts Payable	800	0.00	37,279.90
Unrestricted funds b/f	940	(42,354.71)	0.00
Outings	951	(5,517.60)	4,612.20
Theatre Group Barclays Account	952	(1,922.39)	3,008.05
Redundant Groups	953	(271.25)	0.00
Groups: Table Tennis	961	(587.22)	2,712.00
Groups: table tennis 4	962	(609.53)	936.00
Groups: Ukulele	963	(69.30)	210.00
Groups: Swing Band	964	(349.20)	1,454.04
Groups: Art 1	966	(0.36)	1,140.00
Groups: Art 2	967	280.22	522.50
Groups: Active Adventurers1	971	(1,023.61)	1,050.12

Groups: Badminton	972	(485.34)	1,365.00
Groups: Choir	973	(1,421.75)	3,132.11
Groups: Computer Users Forum	974	(170.01)	0.00
Groups: Creative Writing	975	(214.50)	475.00
Groups: Creative Writing Workshop	976	(104.00)	0.00
Groups: Digital Photography	977	(477.71)	578.05
Groups: European & Current Affairs	979	0.00	612.00
Groups: Exploring philosophy	980	(31.00)	0.00
Groups: Family History	981	0.00	291.00
Groups: Garden group	982	(142.38)	0.00
Groups: History 1	983	(30.00)	521.00
Groups: History 2	984	(93.00)	0.00
Groups: History of Art - Further Study and Discussion	986	0.00	180.00
Groups: History of Art 3	986a	0.00	33.75
Groups: Italian Beginners	987	(7.19)	150.00
Groups: Local History buildings	988	(16.94)	182.25
Groups: Listening to Music	989	62.46	1,404.00
Groups: Mahjong1a	990	(118.68)	0.00
Groups: Mahjong 3	994	(72.00)	0.00
Groups: Rock band	998	232.00	720.00
Groups: Science	999	(238.00)	884.40
<b>Total</b>		<b>(0.00)</b>	<b>207,308.99</b>

All groups exc theatre and outings

Social group fees

Social group costs

26,173.47

<b>Credit</b>	<b>Net Movement</b>	<b>Closing Balance</b>
23,541.49	(23,376.49)	(23,376.49) a
1,123.20	(1,123.20)	(1,123.20) a
49.92	(49.92)	(49.92) a
4,394.99	(4,394.99)	(4,394.99) a
0.00	58.84	58.84 a
0.00	7,464.00	7,464.00 a
0.00	1,019.07	1,019.07 a
0.00	1,415.00	1,415.00 a
0.00	145.20	145.20 a
0.00	1,871.33	1,871.33 a
0.00	5,670.00	5,670.00 a
0.00	300.00	300.00 a
0.00	415.80	415.80 a
0.00	2,670.05	2,670.05 a
0.00	60.00	60.00 a
0.00	378.00	378.00 a
0.00	462.00	462.00 a
0.00	5,280.00	5,280.00 a
0.00	3,361.00	3,361.00 a
0.00	1,504.73	1,504.73 a
0.00	100.70	100.70 a
10,973.36	133.39	193.39 a
0.00	0.00	50.00 a
50,893.94	12,109.16	19,320.85 a
15,000.00	(14,950.33)	25,935.98 a
1,068.05	(1,068.05)	854.34 a
29,947.99	0.00	0.00 a
4,612.20	(619.70)	4,897.90 a
2,081.11	1,333.78	1,438.78 a
37,279.90	0.00	0.00 a
0.00	0.00	(42,354.71)
3,992.50	619.70	(4,897.90)
1,940.00	1,068.05	(854.34)
0.00	0.00	(271.25)
3,086.02	(374.02)	(961.24) a
880.50	55.50	(554.03) a
223.00	(13.00)	(82.30)
1,572.75	(118.71)	(467.91) a
1,140.07	(0.07)	(0.43) a
1,125.00	(602.50)	(322.28) a
1,138.50	(88.38)	(1,111.99) a

1,447.00	(82.00)	(567.34) a
3,170.00	(37.89)	(1,459.64) a
0.00	0.00	(170.01)
435.00	40.00	(174.50)
0.00	0.00	(104.00)
595.00	(16.95)	(494.66) a
846.10	(234.10)	(234.10)
0.00	0.00	(31.00)
544.00	(253.00)	(253.00)
0.00	0.00	(142.38)
438.90	82.10	52.10 a
0.00	0.00	(93.00) a
90.00	90.00	90.00 a
34.00	(0.25)	(0.25) a
177.50	(27.50)	(34.69)
204.00	(21.75)	(38.69)
1,575.00	(171.00)	(108.54)
0.00	0.00	(118.68)
0.00	0.00	(72.00)
952.00	(232.00)	0.00
736.00	148.40	(89.60)
<b>207,308.99</b>	<b>0.00</b>	<b>(0.00)</b>
		(7,815.41)
26,342.84		

## U3A IN BATH

### Statement of Financial activities (Income and Expenditure)

		Unres General 2023
<b>Incoming Resources from generated funds</b>		
Voluntary Income and investment income	Note 1	29,070
Incoming resources from charitable activities	Note 2	
<b>Total incoming resources</b>		<u><u>29,070</u></u>
<b>Resources expended</b>		
Cost of generating voluntary income	Note 3	9,359
Charitable Activities	Note 4	21,160
Governance costs	Note 5	1,657
<b>Total resources expended</b>		<u><u>32,176</u></u>
<b>Net incoming/(outgoing) resources</b>		<b>-3,106</b>
<b>Total funds at previous year end</b>		<u><u>42,354</u></u>
<b>Total funds at 28 February 2023</b>		<u><u>39,248</u></u>
<b>Net Assets at 28 February 2023</b>		
<b>Current Assets (cash balances only)</b>		
Unity Bank Reserve Account		18,246
Unity Bank Current Accounts		20,952
Cash in Hand		50
		<u><u>39,248</u></u>
Barclays Bank current account for Theatre events		
NatWest Bank current account for Outings		
<b>Total Assets at 28 February 2023</b>		<u><u>39,248</u></u>

These accounts were adopted by the Trustees on .....2023 and signed on th

Chair - Anne Banks

Treasurer -

U3A IN BATH

Notes to the account 28 February 2023

	Unrestr General 2023
<b>1A Voluntary Income</b>	
U3A Bath Subscriptions	23,376
Gift Aid received	4,395
Visitors' Fees	624

Bequests	500
	<u>28,895</u>
1B Investment Income	175
<b>1 Voluntary and Investment Income</b>	<u><u>29,070</u></u>
<b>2 Incoming resources from Charitable Activities</b>	
Social Groups' Fees	-
<b>Incoming resources from Charitable Activities</b>	<u><u>-</u></u>
<b>3 Cost of generating voluntary income</b>	
Membership costs	2,670
Open Day costs	1,019
Advertising and Marketing	5,670
	<u><u>9,359</u></u>
<b>4 Charitable Activities</b>	
Hire of rooms, coaches etc for Social Groups	
Capitation Fee	5,280
IT software & consumables	1,505
Postage, printing & stationary	60
Room hire for U3A monthly meetings	7,464
Speakers for U3A monthly meetings	1,415
Third Age Trust magazine	3,361
U3A newsletter	1,871
New Group and convenors costs	204
	<u><u>21,160</u></u>

## U3A IN BATH

Notes to the account 28 February 2023

**Unrest  
General  
2023**

<b>5 Governance costs</b>	
Audit & accountancy fees	300
AGM costs	-
Trustees monthly meetings	462
Website costs	101
Bank charges	416
	<u><u>1,279</u></u>
Trustees' expenses - authorised re-imburement of expenses	
Purchase of U3A banners	-
Stationery, postage & printer costs	378
	<u><u>378</u></u>
<b>Governance costs total</b>	<u><u>1,657</u></u>
<b>6 Capital costs</b>	<u><u>-</u></u>

7 These accounts have been prepared on a cash basis. They should be read in conjunction with the att

## U3A IN BATH

Notes to the account 28 February 2023

<b>8 Activity Funds</b>	<b>Balance at 28.2.23</b>
Active adventures	1,112
Choir	1,460
Table tennis Groups	1,515
Art Groups	323
History Groups	-49
Badminton	567
Digital Photography	495
Swing band	468
	<hr/>
	5,891
Other groups	1,924
	<hr/>
<b>Group balances held in main bank accounts</b>	<b><u>7,815</u></b>
Theatre Group - Barclays Bank current account	854
Outings Group - Natwest current account	4,898
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	<b><u>5,752</u></b>
<b>Total reserves of Groups at 28.2.23</b>	<b><u>13,567</u></b>

## 9 Reserves Policies

The Trustees believe that the retained reserves should be equivalent to four months gross expenditure

This view takes into account any significant reduction in revenue and any potential loss on any contract

This policy is reviewed every three months by the Trustees.

for the year ended 28 February 2023

Restricted Groups 2023	Total Funds 2023	Unrestricted General 2022	Groups 2022	Total Funds 2022
-	29,070	21,991		21,991
26,342	26,342		22,328	22,328
<b>26,342</b>	<b>55,412</b>	<b>21,991</b>	<b>22,328</b>	<b>44,319</b>

-	9,359	2,949		2,949
26,173	47,333	17,111	20,656	37,767
-	1,657	1,966		1,966
<b>26,173</b>	<b>58,349</b>	<b>22,026</b>	<b>20,656</b>	<b>42,682</b>

169 -	2,937	-35	1,672	1,637
<b>13,398</b>	<b>55,752</b>	<b>42,389</b>	<b>11,726</b>	<b>54,115</b>
<b>13,567</b>	<b>52,815</b>	<b>42,354</b>	<b>13,398</b>	<b>55,752</b>

7,815	26,061	34,928	5,958	40,886
	20,952	7,376		7,376
	50	50		50
<b>7,815</b>	<b>47,063</b>	<b>42,354</b>	<b>5,958</b>	<b>48,312</b>
854	854		1,922	1,922
4,898	4,898		5,518	5,518
<b>13,567</b>	<b>52,815</b>	<b>42,354</b>	<b>13,398</b>	<b>55,752</b>

on behalf of

- John Weinle

Restricted Groups 2023	Total Funds 2023	Unrestricted General 2022	Groups 2022	Total Funds 2022
	23,376	21,870		21,870
	4,395	-		-
	624	118		118

	500		-		-
	-	<b>28,895</b>	<b>21,988</b>	-	<b>21,988</b>
	175		3		3
	-	<b>29,070</b>	<b>21,991</b>	-	<b>21,991</b>
	26,342	26,342		22,328	22,328
	26,342	26,342	-	22,328	22,328
	2,670		814		814
	1,019		525		525
	5,670		1,610		1,610
	-	<b>9,359</b>	<b>2,949</b>	-	<b>2,949</b>
	26,173	26,173		20,656	20,656
		5,280	5,453		5,453
		1,505	586		586
		60	99		99
		7,464	3,690		3,690
		1,415	805		805
		3,361	3,789		3,789
		1,871	2,689		2,689
		204	-		-
	<b>26,173</b>	<b>47,333</b>	<b>17,111</b>	<b>20,656</b>	<b>37,767</b>

continued

Restricted Groups 2023	Total Funds 2023	Unrestricted General 2022	Groups 2022	Total Funds 2022
	300	300		300
	-			-
	462	441		441
	101	71		71
	416	294		294
	-	<b>1,106</b>	-	<b>1,106</b>
	-	500		500
	378	360		360
	-	860	-	860
	-	<b>1,966</b>	-	<b>1,966</b>
	-	-	-	-

ached Treasurer's Report

continued

<b>Balance at</b>
<b>28.2.22</b>
1,024
1,422
1,197
-280
123
485
478
349
<hr/>
4,798
1,160
<hr/>
<b>5,958</b>
<hr/>
1,922
5,518
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<b>7,440</b>
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<b>13,398</b>
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**U3A in Bath**

**Charity number 1004449**

**Independent examiner's report on the accounts for the year ended 28<sup>th</sup> February 2023**

**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 of the Charities Act 2011 (the Charities 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 procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and

to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

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 the trustees concerning 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 Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

**Signed**

**dated**

**David Hughesdon FCA**

**165 Newbridge Hill, Bath, BA1 3PX**