



Trustees' Annual Report for the period

From **01/09/20** Period start date
Period end date

To **31/08/21**

Charity name: **Lancaster and Morecambe U3A**

Charity registration number: **1014076**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Objectives of this U3A are to advance the education of retired and semi-retired people in the Lancaster and Morecambe area by providing activities of a mental, physical and social nature for its members. It is a self-help organisation open to all such persons as defined above without discrimination.
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	<p>The Objectives of this U3A are to advance the education of retired and semi-retired people in the Lancaster and Morecambe area by providing activities of a mental, physical and social nature for its members. It is a self-help organisation open to all such persons as defined above, without discrimination.</p> <p>In fulfilling these objectives, the Trustees are aware of and act according to the guidance issued by the Charity Commission on public benefit, by providing a wide range of activities organised by members for Members within Groups and giving advice on other sources of education which may be appropriate.</p> <p>The U3A holds two meetings each month plus occasional Special Lectures, at which paid speakers address Members on a wide variety of subjects.</p> <p>A considerable number of Members take on active roles in the organisation, from teaching and assisting, learning, through organising meetings and groups and helping communications between Members, to providing refreshments at meetings. These roles are all voluntary.</p>
Statement confirming whether the trustees	Para 1.18	The trustees all were inducted into the role of Trustee following the guidance

have had regard to the guidance issued by the Charity Commission on public benefit		issued by the Charity Commission, including the acceptance of the Code of Conduct for Trustees.
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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>GROWTH: Lancaster and Morecambe U3A has sustained its membership over the past year and continues to develop in ways that ensure its sustainability for the future. We were able to remain open during the Covid Pandemic, with groups meeting face to face only when legal to do so. Many groups began meeting on line during at this time. At the beginning of the year, we had over 30 groups meeting virtually and 10 outdoor groups continuing when it was legal to do so. Most groups were able to keep in contact with their members. We also had 5 new groups form this year. Our membership was relatively stable this year. This was largely due to extending the membership of all members by 1 year.</p> <p>ACHIEVEMENTS: Communication with such a large number of members is</p>

facilitated by the Beacon Management System which is now securely embedded into our administrative processes and practices. Our website is effectively and efficiently maintained so that information on it is relevant and current, and its content easily accessible to members and prospective members.

Members of Lancaster and Morecambe U3A have supported the Third Age Trust at National and Regional levels, for example having 2 members who are also National Trust volunteers - one with his work in the National U3A Beacon User, and one with their work on the National U3A retention and recruitment initiative, and as a Regional U3A Committee Member.

EXTENDING EDUCATION AND COMMUNITY LINKS: We continue to promote the Continuing Learning Group at Lancaster University and have continued developing our links with Lancaster University's Faculty of Health and Medicine and its Department of Philosophy. We also promote non-U3A educational activities at our Monthly Meetings as well as through the Newslink section on our website. The development and Promotion group continued to keep in contact with the community through a new u-tube video, public Facebook page, and several articles in local newspapers..

LINKS WITH OTHER U3As: The Bay Network (U3A), of which Lancaster and Morecambe U3A is a member, has developed into a liaison group with declared aims to be a forum for the exchange of news, information, events and ideas; to encourage links between interest groups of the member U3As; and to encourage minority interest groups which are difficult for individual U3As to support.

EVENTS: We continue to hold regular and well attended monthly meetings in both Morecambe and Lancaster, though this year both have been held virtually. These are well attended. Members continue to have a very wide choice of groups, lectures and activities in which to engage, as well as the opportunity and support to set up new groups if they so wish.

		<p>CONCLUSION: Our U3A is composed of solely of volunteers, and by providing and taking part in such a wide range of learning opportunities – creative, academic and physical – these volunteers help protect themselves against loneliness and ill health as they grow older, while benefiting the wider community both by encouraging younger members to join and promoting educational activities throughout the wider community.</p>
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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	The U3A position is healthy having broken even over the last year
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The U3A holds a reserve fund in an account recommended by the Charities Commission with the aim of covering unforeseen contingencies.
Amount of reserves held	Para 1.22	£10,000
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

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	Income is generated from annual membership subscriptions and from event and group attendance fees. This is specifically to cover room hire and incidental expenses and the provision of technical expenses as needed by the groups. We claim Gift Aid refunds from HMRC each year
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	There are no major risks but the constantly increasing costs of room hire and potential increase in Third Age Trust contributions is being monitored
Other		

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? (e.g unincorporated association, CIO)	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	Trustees are elected by the Membership present at the AGM in January for a maximum of 3 years appointment (except in exceptional circumstances). A Trustee who is Treasurer may, after an initial three years, serve a further three years as Treasurer. Trustees have the authority to co-opt Trustees as a result of casual vacancies and up to two Trustees to bring their number to a maximum of ten. Co-opted Trustees serve only until the next AGM and may then be appointed in the normal way for a three-year term. Trustees receive "The Essential Trustee: what you need to know" (Charity Commission) and have a training session before taking on responsibilities.

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	Induction courses are held for new trustees prior to and after election to the post.
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		
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Reference and Administrative details

Charity name	Lancaster and Morecambe U3A
Other name the charity uses	University of the Third Age: Lancaster and Morecambe
Registered charity number	1014076
Charity's principal address	37 Leighton Drive Lancaster LA1 5 UK

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	none
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

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)

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Full name(s)

Mary Frances Waters	Nigel Cole
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Position (eg
Secretary, Chair, etc)

Chair	Treasurer
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Date

16 December, 2021

Lancaster and Morecambe u3a**Annual accounts - Receipts and Payments to 31st August 2021**

	<u>Aug 2021</u>	<u>Aug 2020</u>
Receipts		
Members Subscriptions and Donations	13,729	22,099
Gift aid Refund	3,270	2,927
Group activities	1,887	13,948
Monthly Meeting and Special Lectures	-	1,878
Miscellaneous	-	150
Bank Interest Received	4	57
Field Study (No2 Account)	13,236	13,135
	<u>Total receipts</u>	<u>54,195</u>
	32,126	54,195
Payments		
Third Age Trust Fees Ins & Licences	4,844	7,252
Third Age Matters Magazine	2,724	2,678
Beacon System user fees	1,396	1,391
Conferences & Delegate Fees	-	40
Admin & Miscellaneous	2,985	4,081
Group Activities	1,722	20,101
Monthly Meeting and Special Lectures	-	3,171
Field Study (No2 Account)	12,531	16,335
	<u>Total Payments</u>	<u>55,049</u>
	26,202	55,049
	Surplus /(Deficit) of Receipts over Payments	(854)
	5,924	(854)
Cash funds prior year end	44,953	45,807
	<u>Cash funds this year end</u>	<u>£44,953</u>
	£50,877	£44,953
Analysed as :		
Lloyds Bank No1 Account	12,647	5,330
Lloyds Bank No2 Account	2,879	4,276
Lloyds Bank Reserve Account	25,059	25,057
COIF Reserve Account	10,292	10,290
	<u>Total cash funds</u>	<u>£44,953</u>
	£50,877	£44,953

Prepared By
N Cole, Treasurer

11 November 2021

Examined By A J MEIKLE FCA
and found to be accurate

AJ Meikle

11 November 2021

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