

Farnborough & District u3a

Annual Report for period ending 31-Jul-2024

1. Committee Membership

The composition of the Committee over the past year has been somewhat challenging.

- 1.1. Our previous Chair, Jim McMillan resigned both as Chair and as a Committee Member with effect from the 2023 AGM on 30-Oct-2023.
At that time, Jerry Carlsson became Chair, only joining the Committee at that time.
- 1.2. Within days of the 2023 AGM and having been re-affirmed in post at that AGM, our Treasurer, Brian Cottrell decided that he needed to step back from his duties. In due course, on 04-Jan-2024 he resigned as both Treasurer and as a Committee Member
- 1.3. Since Brian's withdrawal and subsequent resignation, Jerry Carlsson took on the role of Treasurer (effectively for the whole year – see also 1.8 below).
- 1.4. At the Committee Meeting on 20-Nov-2023, it was agreed by the Committee that Pam Hay should become Vice-Chair.
- 1.5. On 12-Dec-2023, Lesley England resigned as both Secretary to the Committee and as a Committee Member.
Pam took on the role of Secretary to the Committee which was confirmed by the Committee at its next meeting on 15-Jan-2024.
- 1.6. On 20-Dec-2023, Martyn Marsh, a previous Vice-Chair of the Committee resigned as a Committee Member.
- 1.7. On 18-Mar-2024, Andy Nelson was co-opted onto the Committee to take on the role of Secretary to the Committee.
- 1.8. On 18-Mar-2024, Nick Bailey was co-opted onto the Committee to take on the role of Treasurer. On 19-Jun-2024, about a month after the final hand-over of financial details had been made to him by me, Nick resigned as both Treasurer and as a Committee Member.
- 1.9. Whilst we have been actively seeking a new Treasurer for significant parts of the year, we have not been successful.
- 1.10. It is not considered to be a 'healthy' situation if one individual simultaneously holds roles both as Chair and as Treasurer of an organisation. Nevertheless, circumstances have meant that this has happened.

2. Finance

- 2.1. The outcome for the year was a cash surplus on Core Activities of £9,689 and a cash deficit on Study Group visits of £11,918 – net deficit of £2,229
- 2.2. The overall Accumulated Reserves as at 31-Jul-2024 are £26,125.

3. Activities

At the start of the year there were 88 activities although one of them, namely IT Skills, never really got off the ground. During the year two further activities were added – Monthly Coffee Mornings and Pickleball (multiple sessions).

At the end of the year (after excluding IT skills) we therefore had 89 activities.

4. Membership

Our membership at the end of the year was just over 700, down from just under 800 the previous year.

It is thought that the greater number of members we can attract, the more interests/activities we can cater to. Nevertheless, any expansion of interests/activities is dependent on one of our members volunteering to be the Group Leader of the extra group. It would seem that this is the greatest impediment to the starting of interest/activities.

5. Beacon Database

Over the period of a few years, National u3a has developed a Membership Database system called Beacon. Insofar as this is a cloud-based solution it means that all and any authorised individuals can readily and simultaneously access the information held thereon.

Our previous Membership Database was an excel based system that was not necessarily always backed up in a timely manner. The result of this was that, in the event of a catastrophic failure, we would have no membership details available.

It was decided at the Committee Meeting on 18-Mar-2024 to adopt the Beacon system. It was intended that our u3a would be 'live' on the system by 31-Jul-2024.

The transition did not happen as seamlessly as hoped but the goal was achieved. The transition also threw up certain anomalies, which were unlikely to have been isolated but which were then addressed.

The Membership Database is therefore far more resilient whilst, at the same time, providing enhanced usefulness to the Committee (and to general members).

Beacon also offers a Finance Module which, after significant investigation, has not been adopted.

6. The forthcoming year

6.1. Declining membership reduces income and steps may need to be taken as a consequence.

6.2. One consequence is that it has been decided to investigate upgrading our website so as to attract more members. It has been established that National u3a has a solution that can be made available.

6.3. Committee Membership

- a) The recruitment of a Treasurer is vital.
- b) Other resignations of experienced Committee Members (that have already happened), together with the possibility of further long-standing Committee Members deciding that they have 'done their bit' means that the 'workload' for each such member is increasing.
- c) Accordingly, any member who would like to join the Committee, or who would be willing to provide assistance in any other way, is requested to contact the Vice Chair or Chair

Jerry Carlsson
Chair
04- Oct-2024

**University of the Third Age Farnborough & District
Receipts & Payments for 12 months ended 31-Jul-20**

	Actual 2023/24	Actual 2022/23
CORE ACTIVITIES		
Income		
Main Membership	36,094 ✓	32,382
Third Age Matters Members Subscriptions	300	0
Less : Receipts in Advance for 2023-2024	0	0
- Main Membership & Third Age Matters ("TAM") Subscriptions - combined	(12,015) ✓	(936)
Sub-Total	24,379 ✓	31,446
Add : Receipts in Advance for 2024-2025	0	0
- Main Membership	10,545 ✓	12,015
- TAM Subscriptions	220	0
- Paper Newsletter Subscriptions	30	0
Sub-Total	35,174 ✓	43,461
Donation	593 ✓	212
Gift Aid	0	2,122
Class fees	26,398 ✓	21,184
U3A Events (net)	45	202
Bank Interest/Loyalty Bonus	865 ✓	336
TAT Regional Fund	0	0
Other	0	0
Total Income	63,075	67,517
Expenditure		
Room Hire	20219 38,260 ✓	29,027
Tutor Fees	14,707 ✓	11,177
Speakers for Monthly Meetings & Industrial Heritage Meetings	651 ✓	326
Administration	2,852 ✓	5,910
Equipment Purchases	366 ✓	273
Capitation	3,176 ✓	3,284
Beacon Cost - NEW	598	0
Bank Charges	67	261
TAT Regional Fund	0	0
ROUNDINGS	0	1
Total Expenditure	53,677	50,259
Net Receipts / (Payments) for Core Activities	9,398	17,258
STUDY GROUPS		
Group Visits Income	78,803 ✓	58,445
Group Visits Costs	90,721	70,870
Net Receipts / (Payments) for Group Visits	(11,918)	(12,425)
OVERALL Net Receipts / (Payments)	(2,520)	4,833

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University of the Third Age Farnborough & District		
Statement of Assets & Liabilities at Period End		
	31-Jul-24	31-Jul-23
CASH FUNDS		
Bank	51,231	53,460
Petty Cash	51	51
TOTAL ASSETS	51,282	53,511
LIABILITIES		
Group Visits - see analyses below	5,777	17,696
TAT Regional Fund	203	203
Gate Fund	300	300
Subscriptions in Advance	10,795	12,015
Printing & Distribution	7,500	4,900
Outstanding Room Hire Costs	291	356
Outstanding Tutor Costs	0	600
Other Liabilities	292	0
TOTAL LIABILITIES	25,157	36,070
RESERVES		
Cash at Year End	51,282	53,511
Liabilities	(25,157)	(36,070)
TOTAL RESERVES	26,125	17,441
Reserves as % of Total Expenditure	48.7%	34.7%
Represents in months of Income	5.8 months	4.2 months

GROUP VISITS ANALYSES		
Balance Brought Forward - amounts held on behalf of Groups	17,696	30,121
Roundings correction	(1)	0
Income for the period	78,803	58,445
Expenditure for the period	(90,721)	(70,870)
Balance Carried Forward	5,777	17,696
Represented by :		
Ambling 1	50	0
Cathedrals	312	2,137
Gardening	63	(28)
Industrial Heritage & Science	4,630	3,425
Town & Country	0	557
Friday - Walking 1	12	11,057
Friday - Walking 2	710	548
	5,777	17,696



Section A

Independent Examiner's Report

Report to the trustees

University of the Third Age Farnborough & District

On accounts for the
year ended

31 July 2024

Charity no
(if any)

1025969

Set out on pages

1 and 2 below

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 July 2024.

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

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..

Signed:

Date:

3/10/24

Name:

Peter Gardner

Relevant professional
qualification(s) or body
(if any):

CIPFA

Address:

44 Manor Road

Farnborough

GU14 7EU

Independent examiner's report to the trustees of U3A Farnborough ('the Trust').

I report to the charity trustees of the Trust on my examination of the accounts of the Trust for the year ended 31 July 2024

Responsibilities and basis of report:

As the trustees of the Trust 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 Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement- matter of concern identified

I have completed my examination and there are no matters arising from my examination for me to bring to your attention

I confirm that no matters have come to my attention that give me cause to believe that in any material respect:

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do 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 confirm that there are no matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Peter Gardner

Relevant professional qualification(s) or membership of professional bodies (if any): CIPFA

Address: 44 Manor road, Farnborough, Hants. GU14 7EU

Date: 3 October 2024

