

**University of the Third Age - Bromley**

**Trustees Report and Accounts for the Year Ended 31st December 2021**

**Charity Number 803461**

**Trustees that served during the Period:-**

Chair	Sandy Boden
Treasurer	Jon Pearce
Secretary	Angela Dowling
Other Trustees	Evelyn Robinson to 26 May 2021 Pat Apps Alan Davis Peter Browne Carole Blacher Celia Thompson Berni Scala to 24 March 2021 Richard Jones Jeff Brassington

Unless noted above all above were appointed or re appointed at the Annual General Meeting held on the 27 July 2021

## University of the Third Age - Bromley

### Annual Report for the Year Ended 31st December 2021

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#### Trustees certificate

The attached accounts were approved by the Trustees on 24th February 2022 and the Chair & Treasurer were authorised to sign them on the Trustee's behalf



Sandy Boden - Chair      Jon Pearce- Treasurer

#### Report of the Independent Examiner to the Members of the u3a Bromley

I report to the trustees on my examination of the accounts of the above charity for the year to 31st December 2021 which are set out on pages 4 to 7

#### Respective responsibilities of trustees and examiner

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

#### Basis of examiner's report

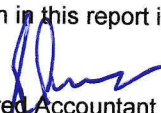
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning 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 statement below.

#### 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 which gives me cause to believe that in, any material respect:

- a) the accounting records were not kept in accordance with Section 130 of the Charities Act or
- b) the accounts did not comply with the accounting records
- c) 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.

  
Peter Runacres - Chartered Accountant  
8 Waldegrave Road, Bromley BR1 2JP

## University of the Third Age - Bromley

### Trustee's & Treasurer's Report

#### **Structure, governance and management**

The governing document of the charity is its constitution adopted on 28th November 1989 amended on 16th March 2004, 20 March 2018 and 27 July 2021. The trustees are the members of the Executive Committee, elected by the membership at Annual General Meetings (or occasionally co-opted). The charity is affiliated to the Third Age Trust (charity no. 288007), the national co-ordinating body for u3a groups.

#### **Objectives and activities, achievements and performance**

u3a Bromley is devoted to lifelong learning for the public benefit, providing opportunities for those no longer in full-time employment to share skills and interests by learning together. Those activities are enjoyed by a combination of "open" groups, which all members attend, and "study" groups in which numbers participating will generally be limited by reasons of space, many of these being held in the homes of group leaders or other group members. There are currently over 75 such groups, covering a wide range of intellectual pursuits, visits to places of interest, physical and artistic activities, etc. During the year these activities have been severely curtailed due to the pandemic.

Bi-monthly newsletters are sent to all members, reporting on the group's activities and containing other items of interest. The invested funds detailed in the annual accounts are held as a reserve to guarantee the on-going provision of the public benefit secured by the charity.

#### **Section 4 The Charities Act 2006**

The trustees hereby confirm that they have complied with the duty in Section 4 The Charities Act 2006 to have due regard to public benefit guidance published by the Charities Commission.

#### **Treasurer's Report**

Our main sources of funds this year have been membership fees, contributions towards the cost of room hire and Gift aid tax refund, which was £3938. The funds are used to pay for the Capitation Fees to the Third Age Trust for all members, to rent accommodation for group meetings, to finance the printing of newsletters and study guide booklets and the postage of these to members and to pay the National Office for the postage of the National Newsletter to all members.

At the end of the year the u3a had reserves of £16,955 u3a's policy on reserves is to hold sufficient sums to enable it to meet its ongoing expenditures. The monies available to u3a is considered adequate but not excessive and will be used as its working capital. u3a will however monitor its reserves when setting its annual subscription to ensure that they do not increase unnecessarily. The Trustees have retained the Membership fee at £20 pa. for 2022

The Trustees consider that the Charity is a going concern.

The Trustees continue to be mindful of their responsibilities and continues to use their best endeavours in ensuring that subscriptions are used wisely for the overall benefit of the members

On behalf of the Trustees



Jon Pearce

Honorary Treasurer & Trustee

**University of the Third Age - Bromley**

**Statement of Financial Activities for the year ended 31st December 2021**

<b><u>Incoming Resources</u></b>	Note No.	<b><u>31/12/2021</u></b>	<b><u>31/12/2020</u></b>
		£	£
Subscription Income		23,110	29,103
Investment Income/Donations		2	74
Tax refunds		3,938	4,669
Income generated by Various Activities	2	4,310	20,431
Income generated by Administration	3	75	117
<b><u>Total Income</u></b>		<b><u>£31,435</u></b>	<b><u>£54,394</u></b>
<b><u>Resources Expended</u></b>			
Resources expended by Various Activities	2	(3930)	(19844)
Resources expended on Administration	3	(16540)	(23790)
<b><u>Total Expenditure</u></b>		<b><u>£(20,470)</u></b>	<b><u>£(43,635)</u></b>
<b><u>Net Surplus for the year to 31/12/21</u></b>		<b><u>£10,965</u></b>	<b><u>£10,759</u></b>
<b><u>Movement in Funds</u></b>			
Brought forward from previous years		5,990	(4769)
This years movement see above		10,965	10759
<b><u>Carried forward to next period</u></b>		<b><u>£16,955</u></b>	<b><u>£5,990</u></b>

## University of the Third Age - Bromley

### Balance Sheet as at 31st December 2021

	notes	<u>31/12/2021</u> £	<u>31/12/2020</u> £
<b><u>Fixed Assets:-</u></b>			
Equipment at net book value brought forward	2,273	2,731	
Additions at cost	40	110	
	<u>2,313</u>	<u>2,841</u>	
Less Depreciation this year	463	568	
Equipment at book value carried forward		1,850	2,273
<b><u>Current Assets:-</u></b>			
Debtors & prepayments	0	0	
Cash in Hand	0	0	
Balances at Banks & Building Society			
- Interest Bearing Accounts	12,305	2,304	
- Current Accounts	8,564	8,767	
- PayPal	9,983	10,877	
Total current assets	<u>30,852</u>	<u>21,948</u>	
<b><u>Less Current Liabilities:-</u></b>			
Subscriptions for 2022 received in advance	(15747)	(18230)	
Total current liabilities	<u>(15747)</u>	<u>(18230)</u>	
Net Current Assets/(Liabilities)		15105	3718
<b><u>Total Assets</u></b>		<b><u>£16,955</u></b>	<b><u>£5,990</u></b>
<b><u>Represented by:-</u></b>			
<b><u>Unrestricted Funds</u></b>		<b><u>£16,955</u></b>	<b><u>£5,990</u></b>
		<b><u>£16,955</u></b>	<b><u>£5,990</u></b>

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### Notes to the Accounts for the year to 31st December 2021 page 1

#### 1) Accounting Policies

##### **General**

The Accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities.

<u>2) Groups Income &amp; Expenditure.</u>	<u>Income</u>	<u>Expenses</u>	<u>Net</u>	<u>2020</u>
Art Appreciation 1	230	0	230	93
Art Appreciation 2	0	-81	(81)	(25)
Bridge - Chicago	436	-371	65	(101)
Bridge - Duplicate	0	86	86	(144)
Classical Guitar	163	-165	(2)	(92)
Creative Writing	0	0	0	33
Folk Dancing	0	0	0	
French	0	0	0	97
Gardening	161	-220	(59)	167
History Through Biography	0	0	0	28
Keep Fit	0	0	0	23
Learning to Retire	0	0	0	0
Local Studies	0	0	0	104
Marquetry	0	0	0	10
Memory Course	0	0	0	44
Modern World	0	0	0	173
Outings by public transport	0	0	0	(34)
Philosophy	0	0	0	35
Play reading	75	-60	15	0
Psychology	273	-206	67	26
Science & Technology	0	0	0	97
Singing for Fun	0	27	27	27
Singing with Friends Dementia Choir	344	-565	(221)	12
Social Studies	236	-241	(5)	57
Table tennis	302	-225	77	(93)
Theatre Speakers	451	-305	146	(108)
Theatre Outings	1,069	-1,167	(98)	336
Travel Speakers	0	0	0	(114)
Travel Outings	0	0	0	0
Watercolour II	0	0	0	29
Multimedia Arts	140	0	140	0
Watercolour Art Club A	165	-174	(9)	73
Watercolour Art Club B	265	-263	2	(167)
Totals	<b>4,310</b>	<b>(3930)</b>	<b>380</b>	<b>587</b>

Note 1) Items in Brackets represent an excess of cost over income.

Note 2) Expenses include refunds where events have been cancelled

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### Notes to the Accounts for the year to 31st December 2021 page 2

<b><u>3) Administration Expenses</u></b>	<b><u>Income</u></b>	<b><u>Expenses</u></b>	<b><u>Net</u></b>	<b><u>2020</u></b>
General Meetings & Diaries	75	(194)	(119)	(352)
Room Hire		(35)	(35)	(90)
Capitation fees		(3917)	(3917)	(6167)
Newsletter, study booklets		(8246)	(8246)	(8286)
Printing, postage, telephone etc.		(130)	(130)	(3835)
Meetings & Speakers expenses		0	0	(147)
Web site costs		(110)	(110)	(66)
Social events		(102)	(102)	(220)
Support for Groups		0	0	0
U3A News		(1851)	(1851)	(1968)
Beacon		(1117)	(1117)	(1452)
PayPal fees		(264)	(264)	(334)
Refunds/Donation		0	0	(60)
Sundry income & expenses		(111)	(111)	(128)
Depreciation		(463)	(463)	(568)
	<b>75</b>	<b>(16540)</b>	<b>(16465)</b>	<b>(23673)</b>

#### **4) Groups meeting in private houses etc**

Many groups meet in private locations where they may be asked to contribute towards the costs of refreshments and similar expenses. The Trustees consider that the cost of collecting this information for inclusion in the accounts outweighs the benefits that would accrue to the members.