

Registered Charity Number
1179593

Thrapston and District U3A

Report and Accounts

31 March 2020

**Thrapston and District U3A
Report and accounts
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Thrapston and District U3A
Independent Examiner's Report to the members of the charity

Report of the Independent Examiner to the trustees
on the accounts of the Charity for the year ended 31 March 2020

I report on the financial statements of the Charity for the year ended 31 March 2020 which are set out on pages 5 to 9.

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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent 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 you as 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

In connection with my examination, no matter has come to my attention:

1 which gives me reasonable cause to believe that, in any

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.

Jonathan Essam
Chartered Accountant

The date upon which my opinion is expressed is :-
27 April 2020

23 Cottingham Way
Thrapston
Northants
NN14 4PL

Thrapston and District U3A

Chair's report for year ended 31 March 2020

Thrapston and District U3A has continued to thrive and grow. Our membership this year has reached 345 and we now have 50 activity groups. This gives us a ratio of 6.9 to 1 of members to groups. A ratio of 12 to 1 would cause concern but as you can see, we are very healthy. The Short Courses have also proved popular and the programme is expanding. The Shared Research Group completed its work on Meriel, Lady Tresham. This was well received by the National Trust and the group is looking towards starting another project soon.

We have registered with the Charity Commission and this meant that we had to adopt a lot of new policies as well as tightening up on some of our procedures. We now have the following paperwork in place:

Data Protection Policy
Privacy policy
Disciplinary Procedures
Complaints Procedure
Social Media Policy
Grievance Policy
Safeguarding Policy and Procedure
Trustee Code of Conduct
Finance Policy
Accessibility Policy
Equality, Diversity and Inclusion Policy

These are all available on our website. We have also reviewed our constitution and at the AGM will be proposing the adoption of the Third Age Trusts Model Constitution.

Our Access Advisor successfully applied for a grant from the Co Op Community Fund and a Tour Guide system was purchased. This has really helped members to hear the commentary on guided walks and in small groups who are hosting a speaker. Welcome sashes are now worn by members who can assist others. This was thanks to the advice of the Access Advisory Group, to help identify those who can answer questions and help new members to settle in. Disability access has also been reviewed at all the venues we hire, and seats reserved at the Plaza for those who need them. Our thanks go to our Access Advisor for all her efforts on our behalf.

The attendance at the Plaza meeting has continued to rise and procedures are now in place to monitor attendance so that we do not breach Health and Safety requirements. The new post of "Welcome" on the committee has really helped with this.

The two social events of the year in August and December were well attended and enjoyed. The allocation of tickets by ballot for the December Social was very successful and will be used again.

The stand at the Charter Fair generated a lot of interest and it was good to meet potential members and those from other U3As.

Our U3A also made a big contribution to the Thrapston Arts Festival in September and we look forward to contributing again this year.

Approved on behalf of the Trustees on 15 May 2020 by:

S Underwood - Chair

**Thrapston and District U3A
Receipts and Payment Account
for the year ended 31 March 2020**

| | | <u>2020</u> | | <u>2019</u> | |
|----------------------------------|-------|-------------------|-----------------------------------|-------------------|-----------------------------------|
| | Notes | £ | £ | £ | £ |
| Receipts | | | | | |
| Annual membership fees | 1 | 4,945 | | 4,275 | |
| Monthly attendance fees | | 112 | | 170 | |
| Newsletters | | 84 | | 132 | |
| Sale of equipment | 6 | 50 | | 80 | |
| Activity groups | 2 | 3,369 | | 2,995 | |
| Theatre visits | 3 | 2,425 | | 2,994 | |
| Outings | 4 | 2,179 | | 8,483 | |
| Social events | 5 | 1,136 | | 1,011 | |
| Grants | 6 | 1,275 | | - | |
| Miscellaneous | 6 | 34 | | 25 | |
| | | <u> </u> | 15,609 | <u> </u> | 20,165 |
| Payments | | | | | |
| Hire of venues | | 649 | | 757 | |
| Speakers | | 835 | | 835 | |
| Refreshments | | 101 | | 167 | |
| Postage and stationery | | 177 | | 232 | |
| Newsletters and printing | | 271 | | 454 | |
| Publicity | | 53 | | 20 | |
| Internet and webpage | | 289 | | 205 | |
| Travel | | 141 | | 52 | |
| Capital spend | 7 | 69 | | 333 | |
| U3A capitation | | 1047 | | 1,031 | |
| Direct mail U3A | | 595 | | 570 | |
| Group support | | - | | 27 | |
| Miscellaneous | 6 | 1720 | | 23 | |
| Activity groups | | 3595 | | 2,832 | |
| Theatre visits | | 3045 | | 3,621 | |
| Outings | | 2675 | | 7,791 | |
| Social events | | 945 | | 949 | |
| | | <u> </u> | 16,207 | <u> </u> | 19,899 |
| Net (deficit) / surplus | | | <u> </u> <u>(598)</u> | | <u> </u> <u>266</u> |
| Cash funds last year | | | 7,399 | | 7,133 |
| Net surplus / (deficit) for year | | | <u> </u> <u>(598)</u> | | <u> </u> <u>266</u> |
| Cash funds this year | | | <u> </u> <u>6,801</u> | | <u> </u> <u>7,399</u> |

**Thrapston and District U3A
Statement of Assets and Liabilities
as at 31 March 2020**

| | <u>2020</u> £ | <u>2019</u> £ |
|---------------------|------------------|------------------|
| Cash Funds | | |
| Bank | 6,779 | 7,391 |
| Cash in hand | 22 | 8 |
| Net funds | <u>6,801</u> | <u>7,399</u> |
| Other assets | | |
| Equipment | <u>1,663</u> | <u>1,305</u> |
| Liabilities | | |
| Accruals | <u>390</u> | <u>390</u> |

Approved on behalf of the Trustees by:-

S Underwood - Chair

15 May 2020

Thrapston and District U3A
Notes to the accounts
as at 31 March 2020

| | | | |
|--------|------------------------|--------------|-------------------------------|
| | £ | £ | £ |
| Note 1 | Membership Fees | | |
| | 4,785 | | |
| | 160 | | |
| | <u>4,945</u> | | |
| Note 2 | Income | Spend | Surplus/ (deficit) |
| | Creative Writing | 115 | (15) |
| | First Aid | 45 | (25) |
| | Flower Bunch | 97 | (35) |
| | French Encore | 210 | - |
| | Lace Making | 200 | (17) |
| | Line Dancing | 152 | 16 |
| | Making Music | 550 | - |
| | Photography | 267 | (9) |
| | Science & Technology | 278 | (92) |
| | Spanish | 150 | (15) |
| | Stitchers | 184 | (22) |
| | Table Tennis | 640 | 69 |
| | Tai Chi | 618 | (81) |
| | Ukele | 89 | - |
| | <u>3,369</u> | <u>3,595</u> | <u>(226)</u> |
| Note 3 | Theatre Visits | | |
| | Annie | 370 | (290) |
| | Calendar Girls | 875 | 18 |
| | Grease | 900 | (408) |
| | Beautiful | 900 | 60 |
| | <u>2,425</u> | <u>3,045</u> | <u>(620)</u> |
| Note 4 | Outings | | |
| | Farm Visit | 52 | - |
| | Greyhounds | 1,138 | 51 |
| | History Walks | 150 | (80) |
| | Peckover House | 549 | (472) |
| | Sandringham | 786 | 5 |
| | <u>2,179</u> | <u>2,675</u> | <u>(496)</u> |
| Note 5 | Socials | | |
| | Summer Event | 448 | 196 |
| | Christmas Event | 497 | (5) |
| | <u>1,136</u> | <u>945</u> | <u>191</u> |

Thrapston and District U3A
Notes to the accounts (continued)
as at 31 March 2020

| | Income £ | Spend £ |
|-----------------------------|--------------|--------------|
| Note 6 Miscellaneous | | |
| Donation from Overpaid fees | 2 | |
| Charter Fair Refund | 20 | |
| Internet Refund | 12 | |
| Audit Fee | - | 390 |
| Conference | - | 30 |
| Grant - Coop | 1,250 | 1,250 |
| Network Booking | - | 50 |
| Sale of screen | 50 | |
| Grant - U3A | 25 | |
| | <u>1,359</u> | <u>1,720</u> |

Note 7 Capital Spend

| | |
|------------------------------|-----------|
| Folder for Display equipment | 13 |
| Welcome Sashes | 56 |
| | <u>69</u> |

**Capital Spend by Groups and included
in their figures**

| | |
|---|--------------|
| Tea Plates (Social Committee) | 70 |
| Table Tennis Table (Table tennis group) | 150 |
| Head Phones (Co-op Grant) | 1,250 |
| | <u>1,470</u> |