

BECCLES U3A
INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 MARCH 2023

Independent examiner's report to the trustees of Beccles U3A

I report on the accounts of the Charity for the year ended 31st March 2023, which are the Summary of Receipts and Payments and the Treasurer Report.

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 required.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 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 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 material respect, the requirements:

- 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.

Signed:.....*Leslie R Newman*.....

Name: Leslie Newman FCA

Address: Newman & Co,
7 Hungate,
Beccles,
Suffolk,
NR34 9TT

Date:.....*30 May 2023*.....

BECCLES U3A TREASURER REPORT

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023

		2023 £	2022 £
<u>INCOME</u>			
Membership Subscription 22/23	1	2,763.00	2,499.50
Membership Subscription 23/24	2	8,962.00	8,071.10
Bank Interest	3	45.33	1.37
Gift Aid Claimed	4	-	1,425.14
Donations & Guests	5	30.00	8.00
Miscellaneous	6	-	100.00
Transfers and movements in funds	7	-	2,188.05
		11,800.33	14,293.16
 <u>EXPENSES</u>			
Speaker Fees	8	1,119.80	1,835.00
Grants to Groups	9	772.40	362.42
Covid Grants	10	43.17	730.50
Public Hall Hire	11	1,102.90	1,024.40
Venue Hire (Other)	12	287.50	276.00
U3A Direct Mail	13	1,082.60	1,167.46
U3A Capitation	14	2,740.00	2,334.50
U3A SADN	15	-	25.00
Raffle Prizes	16	213.22	182.55
Refreshments & Event Costs	17	861.26	680.43
Retirement Gifts	18	403.00	150.00
Computer, Ink & Software	19	2,025.49	1,278.70
Postage (General)	20	287.00	241.58
Postage (Bulk)	21	489.60	264.00
Printing	22	955.10	-
Stationery	23	114.26	360.70
Admin	24	470.00	460.00
Bank Charges	25	215.99	33.29
Sundry	26	100.00	-
Transfers and movements in funds	27	-	2,247.80
		13,283.29	13,654.33
 Net of Receipts/(Payments)		 (1,482.96)	 638.83
Balance of cash funds last year end		21,061.69	20,422.86
Balance of cash funds this year end		19,578.73	21,061.69

BECCLES U3A TREASURER REPORT

STATEMENT OF ASSETS AND LIABILITIES

	<u>2023</u>	<u>2022</u>
	£	£
<u>CASH & BANK BALANCES</u>		
HSBC Main Bank Account	3,407.32	2,326.55
Lloyds Main Bank Account	8,089.04	-
HSBC Savings Account	8,030.37	18,727.14
Lloyds Savings Account	10.00	-
Cash Account Balance	42.00	8.00
Total cash funds	<u>19,578.73</u>	<u>21,061.69</u>

BECCLES U3A TREASURER REPORT

NOTES TO THE ACCOUNTS

1	Membership Subscription 22/23	Membership subscriptions for 22/23 received throughout the year.
2	Membership Subscription 23/24	Membership subscriptions received in advance for the 23/24 year.
3	Bank Interest	Interest received for the HSBC Savings account.
4	Gift Aid Claimed	Last gift aid claim for qualifying subscriptions made upto 16/6/2021. Claims after this date to be processed in the current year.
5	Donations & Guests	Donations received during the year and guest entrance fees.
6	Miscellaneous	Money received in error from a member in 21/22, repaid in 22/23 (see note 26)
7	Transfers and movements in funds	Bank transfers to other U3A accounts.
8	Speaker Fees	Speakers at monthly meetings.
9	Grants to Groups	Grants to aid groups learning experience - equipment and resources.
10	Covid Grants	Grants to support groups during lockdowns. Final zoom costs to 31/3/22 paid this year.
11	Public Hall Hire	Public Hall hire for monthly meetings, other events and storage space.
12	Venue Hire (Other)	Hire of other venues for meetings and events, including the Jubilee Picnic in the park event.
13	U3A Direct Mail	U3A cost of magazine sent out based on membership numbers.
14	U3A Capitation	U3A Capitation fee for membership.
15	U3A SADN	Membership cost of Suffolk & District Network.
16	Raffle Prizes	Costs of Christmas raffle prizes.
17	Refreshments & Event Costs	Refreshments supplied for monthly public, committee and convenors meetings. Also costs of music and refreshments for the Jubilee Picnic in the park event.
18	Retirement Gifts	Retirement gifts for retiring U3A Committee members.
19	Computer, Ink & Software	Computer equipment, ink and software used for conducting U3A activities. This year includes new laptop and software for Committee member.
20	Postage (General)	General postage for U3A activity.
21	Postage (Bulk)	Postage for sending out U3A renewal forms.
22	Printing	Printing costs for membership renewal forms and cards - both years paid for in 22/23.
23	Stationery	Stationery costs for use in conducting U3A activities.
24	Admin	Includes Accounts Examination fees, shredding and U3A mobile phone top up.
25	Bank Charges	Charges on banking activity for the main account.
26	Sundry	Money repaid to a member, received in error in 21/22, (see note 6)
27	Transfers and movements in funds	Bank transfers to other U3A accounts.

BECCLES U3A TREASURER REPORT

SOCIAL ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2023

		2023 £	2022 £
<u>INCOME</u>			
Trip Payments	1	5,949.50	2,595.90
Transfers and movements in funds	2	150.00	-
		6,099.50	2,595.90
 <u>EXPENSES</u>			
Tickets & Travel for trips	3	5,007.50	2,561.90
Refunds for cancelled trips	4	488.50	-
Bank Charges	5	115.84	19.40
Transfers and movement in funds	6	150.00	-
		5,761.84	2,581.30
Net of Receipts/(Payments)		337.66	14.60
Balance of cash funds last year end		433.13	418.53
Balance of cash funds this year end		770.79	433.13

		2023 £	2022 £
<u>CASH & BANK BALANCES</u>			
HSBC Social Bank Account		28.79	433.13
Lloyds Social Bank Account		742.00	-
Total cash funds		770.79	433.13

NOTES

- 1 Members are required to pay in full or a deposit to book events. This amount includes £688 prepaid towards events in 23/24.
- 2 & 6 Amount paid from wrong account and then refunded.
- 3 Travel to and from the venue paid prior to the event.
- 4 Payments refunded to members for cancelled trips, most cancelled due to adverse weather conditions.
- 5 Charges on banking activity for the social account.

For the 22/23 year, 11 events were organised of which 4 had to be cancelled. Events were enjoyed by a total of 120 members (Some members went on more than one trip).

From the 7 trips taken during the year, 2 made a profit and 5 made a loss.

BECCLES U3A TREASURER REPORT

GROUP ACCOUNTS

All the individual groups manage their own expenses and the Group Convenor is responsible for the finances.

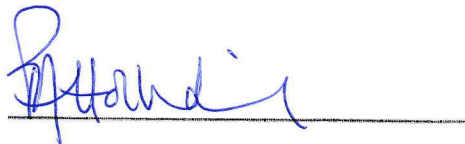
Group Convenors are required to submit a return of all income and expenses every four months to the Group Expenses Co-ordinator.

At the year end 31st March 2023, 7 of the groups were not holding any money and the remaining 34 groups were holding a total of £1,952.10 between them.

Approved and signed on behalf of all trustees:

Beccles U3A Chair

Philippa Holliday:



Date:

2 June 2023

Beccles U3A Treasurer

Lynda Wood:



Date:

2nd June 2023