

**THE TREASURER'S REPORT  
TO THE MEMBERS OF  
BISHOP'S STORTFORD UNIVERSITY OF THE THIRD AGE (the charity)  
for the year ended 31 December 2015  
Registered charity number 1132055**

I have prepared the accounts set out on pages 1 to 4  
for the year ended 31 December 2015  
from the books and records of the charity.  
The accounts have been independently examined as  
shown on page 1

A G HIDDEN  
Treasurer

27th January 2016

**BISHOP'S STORTFORD UNIVERSITY OF THE THIRD AGE  
BALANCE SHEET AS AT 31 DECEMBER 2015**

		£ Dec '15	£ Dec '14
<u>CAPITAL EMPLOYED</u>			
Retained income	[ page 2]	10,419.53	10,315.88
		-----	-----
		10,419.53	10,315.88
		=====	=====
 <u>EMPLOYMENT OF CAPITAL</u>			
<u>Current assets</u>			
Debtors	Note 1	8,202.46	10,823.88
Cash resources	Note 2	15,009.07	11,013.00
		-----	-----
		23,211.53	21,836.88
		-----	-----
 <u>Current liabilities</u>			
Creditors	Note 3	12,792.00	11,521.00
		-----	-----
Net current assets		10,419.53	10,315.88
		=====	=====

**THE INDEPENDENT EXAMINER'S REPORT  
TO THE MEMBERS OF  
BISHOP'S STORTFORD UNIVERSITY OF THE THIRD AGE**

My examination of the accounts of the charity, for the year ended 31st December 2015 was carried out in accordance with the general directions given by the Charity Commissioners, and includes a comparison of the accounts, with the books and records kept by the charity.

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect, the accounts presented, do not comply with:

- i the books and records kept by the charity, or
- ii the accounting requirements of the 2011 Act

No matter has come to my attention, which, in my opinion should be drawn to enable a proper understanding of the accounts to be reached.

The accounts do not include figures for the groups related to the charity.

R INGLIS  
Independent Examiner

27th January 2016

BISHOP'S STORTFORD UNIVERSITY OF THE THIRD AGE  
 INCOME STATEMENT  
YEAR ENDED 31 DECEMBER 2015

	£ Dec '15	£ Dec '14
<u>REVENUE</u>		
Gift aid	1,328.57	1,203.00
Interest	3.91	3.90
Outings	[ Schedule 1] 135.30	72.86
Subscriptions	12,376.00	12,176.50
Sundry	65.00	93.00
	-----	-----
	13,908.78	13,549.26
	-----	-----
<u>EXPENSES</u>		
Capitation	4,322.50	4,415.25
Catering	540.00	542.96
Equipment	-	29.99
Grants from gift aided funds (GAGs)	513.78	-
Hire of halls	1,679.40	1,698.90
Magazine (Third Age Matters)	2,231.97	1,552.19
Miscellaneous expenses	Note 4 354.23	309.50
Printing and photocopying	2,329.53	1,519.14
Speakers	961.10	787.50
Stationery	167.24	113.22
Telephone and postage	705.38	463.46
	-----	-----
	13,805.13	11,432.11
	-----	-----
INCOME	103.65	2,117.15
RETAINED INCOME b/fwd	10,315.88	8,198.73
	-----	-----
RETAINED INCOME c/fwd	[ page 1] 10,419.53	10,315.88
	=====	=====

BISHOP'S STORTFORD UNIVERSITY OF THE THIRD AGE  
 NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2015

ACCOUNTING POLICIES

The principle accounting policies of the charity, which are set out below, are consistent in all material respects with those applied in the previous year.

ACCOUNTING CONVENTION

The accounts are based on the accrual concept, under the historical cost convention. Assets and equipment are expensed in the year of acquisition.

GIFT AID

Gift aid shown in the 2015 income statement relates to 2014 subscriptions. The amount to be shown in 2016 in respect of gift aid is £1 232,

LEGAL FRAME WORK

The Bishop's Stortford University of the Third Age was entered on the register of charities on 9th October 2009 under charity number 1132055, and accepted as a charity for tax (gift aid) purposes under reference XT22494, on 4th February 2010

INDEPENDENT EXAMINATION

Charity law requires independent examination of charity accounts, based, largely, on the charities gross income, as follows:

1 below £25 000

1.1 independent examination is not required, but

1.2 trustees may choose independent examination if they wish

2 between £25 000 and £1 000 000 an independent examination is the minimum requirement

3 above £1 000 000, not eligible for independent examination, an audit is required by statute. (Threshold increased to £1 million on 31 March 2015)

Bishop's Stortford University of the Third Age falls under 1.2 above, ie gross income below £25 000.

KEY INDICATORS

	Dec '15	Dec '14
Subscription fee, per member / year	£ 10.00	£ 10.00
Subscription fee, per member / half year	£ 6.00	£ 6.00
Capitation cost, per member / year	£ 3.50	£ 3.50
Third Age Matters: 5 copies / per household per year - published in January, April, June, September and November	£ 2.15	£ 2.15
Number of paid-up members: full year	1,222	1,180
Number of paid-up members: half year	42	45
Number of outings	20	18

BISHOP'S STORTFORD UNIVERSITY OF THE THIRD AGE  
 NOTES TO THE FINANCIAL STATEMENTS (continued)  
YEAR ENDED 31 DECEMBER 2015

NOTES	£	£
1 Debtors	Dec '15	Dec '14
Pre-payment : capitation to March 2016	1,071.88	1,106.88
Pre-payment : church / hall hire Jan-Mar'16	386.10	-
Pre-payment : incomplete outings [Schedule 2]	6,225.00	9,267.00
Pre-payment : stamps Jan 2016 newsletter	519.48	450.00
	-----	-----
	8,202.46	10,823.88
	=====	=====
2 Cash resources	£ Dec '15	£ Dec '14
HSBC Bishop's Stortford, savings account	6,949.73	6,945.82
HSBC Bishop's Stortford, #2 subscriptions	80.00	30.00
HSBC Bishop's Stortford, current account,	7,782.45	4,012.42
Petty cash	196.89	24.76
	-----	-----
	15,009.07	11,013.00
	=====	=====
3 Creditors	£ Dec '15	£ Dec '14
Gift aid 2016	1,232.00	-
London Rovers	209.00	49.00
Pre-receipt : advertising Jan'15 newsletter	-	40.00
Pre-receipt : outings [Schedule 2]	8,090.00	8,317.00
Pre-receipt : subscriptions Apl'16-Mar'17	80.00	30.00
Pre-receipt : subscriptions to March 2016	3,181.00	3,085.00
	-----	-----
	12,792.00	11,521.00
	=====	=====
4 Miscellaneous expenses	£ Dec '15	£ Dec '14
Bank charges	4.00	4.00
Certificate frame	14.95	-
Diaries 2015 :(sold) / unsold	(4.00)	36.00
Gifts and donations	190.00	150.00
Membership Herts Network U3A	40.00	40.00
Teas, milk and travel : committee meetings	0.98	19.50
The Third Age Trust copyright licence	60.00	60.00
Trustee seminars	48.30	-
	-----	-----
	354.23	309.50
	=====	=====

## SCHEDULE 1

## Completed outings

	Date	Payments £	Receipts £	Net £
1	17-Feb-15 Music Hall Show			
	08/12/2014 Brick Lane Music Hall	1,715.00	-	
	13/01/2015 Sale of tickets	-	2,278.50	
	02/02/2015 Lodge Coaches	475.00	-	
	02/02/2015 Petties, tips, refunds	83.50	-	
		<u>2,273.50</u>	<u>2,278.50</u>	5.00
2	05-Mar-15 Madame Butterfly			
	04/08/2014 Royal Albert Hall	1,670.00	-	
	29/10/2014 Sale of tickets	-	2,365.00	
	09/02/2015 Dons Coaches	525.00	-	
	09/02/2015 Petties, tips, refunds	170.00	-	
		<u>2,365.00</u>	<u>2,365.00</u>	-
3	08-Mar-15 Kensington Museums (group outing)			
	17/02/2015 Sale of tickets	-	500.00	
	03/03/2015 Lodge Coaches	500.00	-	
		<u>500.00</u>	<u>500.00</u>	-
4	14-Apr-15 Cotswold tour			
	28/01/2015 Sale of tickets	-	848.00	
	03/03/2015 Lodge Coaches	600.00	-	
	03/03/2015 Petties, tips, refunds	235.50	-	
		<u>835.50</u>	<u>848.00</u>	12.50
5	27-Apr-15 Romantic Rhine			
	16/06/2014 Deposits and insurance	-	3,632.00	
	11/08/2014 Lodge Coaches	3,512.00	-	
	16/01/2015 Balance payable	-	16,920.00	
	02/02/2015 Lodge Coaches	15,975.00	-	
	09/03/2015 Petties, tips, refunds	1,050.20	-	
		<u>20,537.20</u>	<u>20,552.00</u>	14.80
6	06-May-15 Royal Opera House			
	02/02/2015 Sale of tickets	-	1,300.00	
	16/03/2015 ROH Backstage Tours	546.00	-	
	07/04/2015 Lodge Coaches	525.00	-	
	07/04/2015 Petties, tips, refunds	227.00	-	
		<u>1,298.00</u>	<u>1,300.00</u>	2.00
7	11-May-15 Wine tasting			
	07/05/2015 Sale of tickets	-	300.00	
	07/05/2015 Lemon Tree	300.00	-	
		<u>300.00</u>	<u>300.00</u>	-

		Payments £	Receipts £	Net £
8	10-Jun-15 Margate			
	23/03/2015 Sale of tickets	-	901.00	
	11/05/2015 Lodge Coaches	508.50	-	
	11/05/2015 Walking guide	80.00	-	
	11/05/2015 Petties, tips, refunds	310.00	-	
		<b>898.50</b>	<b>901.00</b>	2.50
9	26-Jun-15 Museum of Power (group outing)			
	09/05/2014 Sale of tickets	-	691.00	
	13/06/2015 Lodge Coaches	475.00	-	
	13/06/2015 Petties, tips, refunds	216.00	-	
		<b>691.00</b>	<b>691.00</b>	-
10	09-Jul-15 Broads boat trip			
	17/04/2015 Sale of tickets	-	1,192.00	
	23/06/2015 Broads tours	382.00	-	
	23/06/2015 Lodge Coaches	550.00	-	
	23/06/2015 Petties, tips, refunds	262.00	-	
		<b>1,194.00</b>	<b>1,192.00</b>	(2.00)
11	20-Jul-15 Derbyshire (4 Nights)			
	27/11/2014 Deposits and insurance		2,320.00	
	02/12/2014 Norman Allen Group Travel	2,320.00	-	
	10/01/2015 Norman Allen Group Travel	18,827.00	-	
	15/01/2015 Balance payable	-	18,827.00	
		<b>21,147.00</b>	<b>21,147.00</b>	-
12	31-Jul-15 Sutton Hoo (group outing)			
	08/06/2015 Sale of tickets	-	942.00	
	07/07/2015 Lodge Coaches	500.00	-	
	07/07/2015 Petties, tips, refunds	442.00	-	
		<b>942.00</b>	<b>942.00</b>	-
13	05-Aug-15 Annie			
	21/01/2015 Sale of tickets	-	2,067.00	
	03/03/2015 Southend Theatres	1,430.00	-	
	15/07/2015 Dons Coaches	525.00	-	
	27/07/2015 Petties, tips, refunds	94.50	-	
		<b>2,049.50</b>	<b>2,067.00</b>	17.50
14	25-Aug-15 Rockingham Castle			
	02/12/2014 Deposit	20.00	-	
	26/05/2015 Sale of tickets	-	1,272.00	
	10/08/2015 Rockingham Castle Estate	455.00	-	
	10/08/2015 Lodge Coaches	535.00	-	
	10/08/2015 Petties, tips, refunds	237.50	-	
		<b>1,247.50</b>	<b>1,272.00</b>	24.50

		Payments £	Receipts £	Net £
15	17-Sep-15 Magna Carta (group outing)			
	08/07/2015 Sale of tickets	-	2,067.00	
	01/09/2015 City and Village Tours	1,250.00	-	
	01/09/2014 Lodge Coaches	560.00	-	
	01/09/2014 Petties, tips, refunds	257.00	-	
		<u>2,067.00</u>	<u>2,067.00</u>	-
16	23-Sep-15 Bodyguard			
	12/05/2015 Sale of tickets	-	1,872.00	
	07/07/2015 Southend Theatres	1,231.00	-	
	21/08/2015 Dons Coaches	525.00	-	
	19/08/2015 Petties, tips, refunds	94.00	-	
		<u>1,850.00</u>	<u>1,872.00</u>	22.00
17	24-Sep-15 Rochester			
	19/08/2015 Sale of tickets	-	963.50	
	19/08/2015 Brogdale Collections	266.50	-	
	16/09/2015 Lodge Coaches	525.00	-	
	16/09/2015 Petties, tips, refunds	149.00	-	
		<u>940.50</u>	<u>963.50</u>	23.00
18	01-Nov-15 Brighton car run			
	25/09/2015 Sale of tickets	-	795.00	
	12/10/2015 Lodge Coaches	550.00	-	
	02/10/2015 Petties, tips, refunds	235.50	-	
		<u>785.50</u>	<u>795.00</u>	9.50
19	22-Nov-15 Classic Spectacular			
	22/04/2015 Sale of tickets	-	2,491.00	
	22/04/2015 Royal Albert Hall	1,916.80	-	
	09/11/2015 Dons Coaches	525.00	-	
	09/11/2015 Petties, tips, refunds	49.20	-	
		<u>2,491.00</u>	<u>2,491.00</u>	-
20	10-Dec-15 Musical Museum			
	27/07/2015 Musical Museum	1,175.00	-	
	21/08/2015 Sale of tickets	-	1,755.00	
	09/11/2015 Dons Coaches	525.00	-	
	17/11/2015 Petties, tips, refunds	51.00	-	
		<u>1,751.00</u>	<u>1,755.00</u>	4.00
	<b>Net surplus - completed outings</b>			<u>135.30</u>
	<b>Grand totals</b>	<u>66,163.70</u>	<u>66,299.00</u>	<u>135.30</u>



## SCHEDULE 2

## Outings to be completed in 2016

		Payments £	Receipts £
1	10-Mar-16 Scotland Yard (group outing) 03/12/2015 Sale of tickets	D Branchflower -	1,940.00
		<u>-</u>	<u>1,940.00</u>
2	14-Apr-16 Olympic Icons 16/01/2015 City and Village Tours deposit	C Miller 25.00	-
		<u>25.00</u>	<u>-</u>
3	18-Apr-16 Ireland (4 nights) 15/07/2015 Deposits and insurance * 15/07/2015 Great Days Holidays	R Cawse - 6,150.00	6,150.00 -
		<u>6,150.00</u>	<u>6,150.00</u>
	* Final payment to be made direct to tour operator, by all participants, in order to comply with IATA regulations.		
4	16-Aug-16 Elton Hall 09/11/2015 Elton Estates Co Ltd deposit	C Miller 50.00	-
		<u>50.00</u>	<u>-</u>
	<b>Pre payments-incomplete outings</b>	[ page 4] <u>6,225.00</u>	
	<b>Pre receipts-incomplete outings</b>	[ page 4]	<u>8,090.00</u>
	<b>Net pre receipts - incomplete outings</b>		<u><u>1,865.00</u></u>