

Edinburgh University of the Third Age
Charity Number SC020301

Annual Report and Financial Statements
For the year ended 31 March 2022



The Trustees have pleasure in presenting the Annual Report and Accounts for the year ended 31 March 2022.

Charity name

Edinburgh University of the Third Age known as Edinburgh u3a.

Charity number

SC020301

Contact address

c/o Chair, Richard Peoples, 20 Beechmount Park, Edinburgh EH12 5YT

Trustees at the date of agreement of the Annual Report

| | | |
|-------------------|---------------------------------|-----------------|
| Richard Peoples | Chair | Elected 2021 |
| Louise Grimm | Vice-Chair | Elected 2022 |
| Bruce Cowan | Internal Communications | Re-elected 2019 |
| Chris Young | Secretary | Elected 2021 |
| Alistair Christie | Treasurer | Elected 2021 |
| Louise Grimm | Groups Co-ordinator | Elected 2019 |
| Susan Miles | Groups Co-ordinator | Elected 2021 |
| Doreen Barr | Groups Co-ordinator | Elected 2018 |
| Keith Guy | Groups Co-ordinator | Elected 2020 |
| Ann Ryan | Membership Secretary | Re-elected 2018 |
| Andrew Robertson | Technical Officer | Elected 2017 |
| Patrick Leach | External Communications Officer | Elected 2019 |
| Jenny Clarke | Assistant Treasurer | Elected 2019 |

Maureen Rooney and Deirdre Duffy were co-opted on to the committee in January and February 2022 respectively and will stand for election to the posts of Website Administrator and New Members Secretary at the 2022 AGM.

Jonathan MacQueen, Ann Keating, Hugh Young, Joanna Morris, Chris Newman and Sheila Harvey have retired from the committee at the end of their three- or six-year term. We thank them for their considerable contribution over many years.

Structure, Governance & Management

Edinburgh u3a is an unincorporated association which was granted charitable status by the Office of the Scottish Charities Registrar in 1992. It is governed by the constitution which was adopted in 1992 and last amended in October 2018. The Committee is responsible for the strategy, policies, management, administration, and control of the affairs and resources of Edinburgh U3A. Membership of the Committee is open to all members of Edinburgh U3A. The U3A is affiliated to the Third Age Trust which provides guidance and support, training and common services.

Trustee Recruitment and Appointment

Committee members serve a term of three years and can offer themselves for re-election for one second term. New Committee members are elected at the Annual General Meeting in June each year and the Committee may co-opt a further two members during the year to meet any identified needs. Committee members have collective responsibility for all decisions and meet formally at least 10 times a year. All members of the Committee are Trustees of the charity.

Aims and Objectives

The stated aims and objectives are the advancement of education and, in particular, the education of older people and those who are retired from full time work by all means, including associated activities conducive to learning and personal development, in Edinburgh and surrounding district.

Summary of the Main Achievements and Performance

Membership

Membership of Edinburgh u3a is open to any person in their third age on payment of an annual membership subscription, currently £10 per individual and £20 for joint membership.

At the end of March 2022 there were 2,345 members (1,635 single membership and 710 who share a household). This compares with 2,287 in March 2021, an increase of 58. 224 members did not renew their membership while 282 new members have joined.

We have restarted our new members meetings at the Friends Meeting house, giving these members the chance to meet each other and members of the Edinburgh committee, and to have any queries about Edinburgh u3a answered.

Interest Groups

We now have 190 interest groups and 11 proposed groups. This year the number of groups has fallen a little, largely as a result of the pandemic. The number of groups with vacancies has also fallen, from 91 last year to 75 this year. We need to create more groups to meet requests from members and hope that members will be willing to start new groups or split existing groups to meet the need.

Covid-19

The Covid pandemic continued to have a major impact on u3a activities throughout the year, but the gradual easing of restrictions has made it possible for groups to meet face-to-face, both indoors and out. Some groups now run 'hybrid' meetings, where some members take part online, and some groups have decided to continue with online-only meetings.

We recognise that online meetings have been useful to members who have reduced mobility, or who for other reasons find it difficult to attend meetings, so Edinburgh u3a will continue to offer a blend of in-person and online meetings. Members with online access can also take part in groups, courses and talks offered by u3a: Online Across Scotland as well as the Third Age Trust's online activities.

We are again grateful to our group leaders who have maintained contact with members who do not have access to the Internet as this has undoubtedly helped to reduce the numbers who have resigned their membership because of the pandemic.

Monthly Meetings and other Events

We hope to resume our Monthly Meetings at the Central Edinburgh Methodist Church, Nicholson Square in the near future. During the pandemic we have run a series of online meetings and talks online, with good attendance from members. We hope that members will join us for a variety of interesting talks we have planned for the coming months. We will continue to make recordings of all the talks available to members who are unable to attend.

As in the previous year, we organised an online Christmas concert In December, at which members contributing a variety of songs and music, poetry and prose.

External Relations

We are pleased to announce that our meetings at Napier University have resumed. In the coming year we hope to build our relationships with other Edinburgh institutions of interest to our members.

Publications and Website

In the past year we emailed our members with twelve editions of our monthly newsletter, the Bulletin. This gives information about current groups, proposed groups, groups with vacancies and other notices.

Our magazine, the Clarion, was published twice last year. The Clarion was put on our website for those who are online and posted to members who are not online or who requested a copy. We publish information about our groups and Group Leaders' contact details annually.

Because of the restrictions imposed by the pandemic, we did not produce a Groups Booklet this year and will not be producing one in 2022. The information contained in the booklet is available on the Edinburgh u3a website, where it can be kept up-to-date more easily, and a printed version is available for members who do not have Internet access. We will review our decision on the booklet next year.

Our website continues to develop. Potential members can see our extensive list of groups as well as editions of the Clarion, Bulletin, forthcoming events etc. The website also lists groups with vacancies, new and suggested groups, group leaders wanted, news snippets, website statistics and a site map. There is an average of around 15,000 hits per month on our web pages.

Work in Progress

This year marks the 40th anniversary of u3a in the UK. This milestone is being marked by a number of events and activities throughout the year, including the following:

- Various 'Picnic in the Park' events will be held throughout the summer.
- Our Anniversary Quilt will be revealed on 17 June at the Whitworth Gallery, Manchester and will then be exhibited at various locations around the UK.
- The u3a Science Network are holding virtual meetings in July and October.
- A Research and Shared Learning Projects Conference will take place on 3 August.
- Celebrating u3a Week will run from 17 to 25 September.

One of Scotland's contributions to the celebrations will be 'One Foot in the Future' - a drama project celebrating positive futures for older people. There will be three performances of a live stage play at the Netherbow Theatre, in the Scottish Storytelling Centre on 9 and 10 September and a video version will be available to u3a members throughout the UK.

Further details of all the above can be found on the Trust u3a website.

Our Diversity and Inclusion Officer, Frank Ledwith has been reviewing our practice in this important area and working on new Codes of Conduct, which will be published to members in due course. We have also reviewed our safeguarding policy.

A number of Scottish u3a groups, including Edinburgh set up u3a: Online Across Scotland, a network to enable u3a members from across Scotland to take part in interest groups and courses offered online by fellow u3a members. More than twenty groups and courses are currently running.

The Third Age Trust is continuing with its Recruitment and Retention Campaign, which aims to boost membership numbers and, in particular, attract individuals, who have recently retired from full-time work and other people in the 55 to 65 age range.

Once again, the Trustees would like to thank our Group Leaders for all their hard work and commitment in working with members to keep our activities going. We also thank our many volunteers for all their help behind the scenes. Finally, we thank our members for their support during another challenging year for Edinburgh u3a.

Financial Review

As a result of face-to-face group activities ceasing due to Covid-19 restrictions, a deficit of £3,917 compared to the 2020-2021 surplus of £8,571 is the outcome for routine year-on-year activities undertaken annually by Eu3a. This deficit is due specifically to the Committee's decision in 2021 to suspend membership subscription renewals for the period August 2021 to March 2022 in an effort to reduce the level of free funds, which stood at £59,987 as at 31 March 2021, and to offset the impact of Covid 19 on members' opportunities to participate in activities available through u3a. Membership subscriptions will be due from 1 April 2022 at the reduced rate of £10 per annum per member.

However, due to an amount of £42,820 being erroneously remitted by Santander UK plc to the Eu3a general current account at the end of March 2022, a surplus of £38,903 has been recorded for the current financial year to 31 March 2022. The Treasurer is involved in ongoing correspondence with Santander UK plc to resolve this issue with a view to facilitating the return of the funds in question. (Refer to Note 10 for further detailed information.)

Operational Funds and Reserves

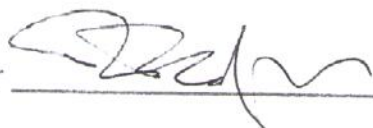
As activities provided to our members have decreased considerably since 2019-2020 due to Covid 19 restrictions the trustees decided to extend the current membership year to 31 March 2022, effectively providing 7 months of free membership. It was also decided that from 2022 onwards the new membership year would start on April 1 and at a new rate. The single membership fee will be £10 (reduced from £12) and the joint membership fee will be £20 (increased from £17). The new rates to start on April 1, 2022.

By bringing the membership year into alignment with the financial year we can reduce the amount of reserves that we need to hold as income comes in at the start of the year.

At the end of every financial year, we propose to carry forward £7,000 to cover six months running costs - this excludes affiliation fees, Beacon membership system administration fees, and subscription to the Third Age Trust magazine which are only paid for active members who will have paid their subscription at the start of the financial year. We propose to hold a further £7,000 as a contingency to cover any unpredicted expenditure. This equates to a total "Reserve" of £14,000. The membership fee and the amount of Reserve will be reviewed at the end of each financial year.

Approved by the Trustees and signed on their behalf by:

Richard Peoples, Chair



Date

1.6.2022

Receipts and Payments Account for the Year Ended 31 March 2022

| | Note | General Fund £ | Restricted Funds £ | Total funds 2022 £ | Total funds 2021 £ |
|---|------|-------------------|-----------------------|--------------------------|--------------------------|
| Receipts | | | | | |
| Members' subscriptions | | 10,556 | | 10,556 | 25,284 |
| Gift Aid | | 4,372 | | 4,372 | 4,780 |
| Donation | | 27 | | 27 | 0 |
| Open and members' meetings | 3 | 0 | | 0 | 0 |
| Christmas/Other meetings | | 0 | | 0 | 0 |
| Sale of IT monitor | | 40 | | 40 | 0 |
| Commission | 4 | 148 | | 148 | 0 |
| Members' Group and Social Activities | | 0 | 17,466 | 17,466 | 2,930 |
| Other income | 10 | 42,820 | | 42,820 | 0 |
| Total Receipts from charitable activities | | 57,963 | 17,466 | 75,429 | 32,994 |
| Payments | | | | | |
| Affiliation fees | | 8,005 | | 8,005 | 8,987 |
| Beacon Licence Fee | | 2,288 | | 2,288 | 2,535 |
| Postage | | 5,685 | | 5,685 | 7,231 |
| Stationery and office supplies | | 0 | | 0 | 252 |
| Printing | 5 | 597 | | 597 | 735 |
| Website and databases | | 8 | | 8 | 7 |
| Monthly meetings | | 1,576 | | 1,576 | 629 |
| Committee costs | | 33 | | 33 | 447 |
| New members support | | 0 | | 0 | 0 |
| Group support | | 1,797 | | 1,797 | 568 |
| Christmas/Other meetings | | 0 | | 0 | 321 |
| Purchase of items for sale | | 0 | | 0 | 0 |
| Miscellaneous | | 146 | | 146 | 0 |
| Members Group and Social Activities | | 0 | 16,291 | 16,291 | 2,465 |
| Payments relating to charitable activities | | 20,135 | 16,291 | 36,426 | 24,177 |
| Governance costs: | | | | | |
| AGM costs | 6 | 0 | | 0 | 15 |
| Independent Examiner | | 100 | | 100 | 100 |
| Purchase of Equipment | 7 | 0 | | 0 | 130 |
| Total payments | | 20,235 | 16,291 | 36,526 | 24,422 |
| Surplus for the year | | 37,728 | 1,175 | 38,903 | 8,572 |
| Transfer of funds | | 3,127 | (3,127) | - | - |
| Funds brought forward at 1st April 2021 | | 59,987 | 6,006 | 65,993 | 57,421 |
| Funds carried forward at 31 March 2022 | 8 | 100,842 | 4,054 | 104,896 | 65,993 |

The notes on pages 7-8 form an integral part of these accounts

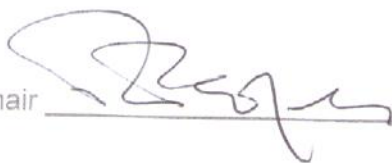
Statement of Balances as at 31 March 2022

| | Note | General Fund £ | Restricted funds £ | Total funds 2022 £ | Total funds 2021 £ |
|------------------------------|------|----------------------|--------------------------|--------------------------|--------------------------|
| Bank and cash | | 100,842 | 4,054 | 104,896 | 65,993 |
| <u>Other assets</u> | | | | | |
| Gift Aid due | | 1,325 | 0 | 1,325 | 4,370 |
| Deposits paid in advance | | 0 | 0 | 0 | 2,288 |
| | | 1,325 | 0 | 1,325 | 6,658 |
| <u>Liabilities</u> | | | | | |
| Bank error | 10 | 42,820 | 0 | 42,820 | 0 |
| Creditors | | 100 | 0 | 100 | 100 |
| Deposits received in advance | | 0 | 1,451 | 1,451 | 2,018 |
| | | 42,920 | 1,451 | 44,371 | 2,118 |

The notes on page 7-8 form an integral part of these accounts.

Approved by the trustees and signed on their behalf by:

Richard Peoples, Chair



Date 1 June 2022

Notes to the Accounts for the Year ended 31 March 2022

1 Basis of Accounting

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the aims and objectives. The trustees maintain a single unrestricted General fund for the day-to-day running of the charity. Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when the funds are received for specific purposes.

3 Open and members' meetings remained free to members in the 2021-22 financial year.

4 A commission payment of £148 was received from Riviera Holidays in the 2021-22 financial year.

5 Membership Cards and the Groups Booklet were not published since 2019-20 – these items cost £1,147 in 2019-20.

6 Due to Covid-19 restrictions the AGM pertaining to the year-ending 31 March 2021 was held on ZOOM in October 2021.

7 Equipment

The net estimated realisable value of the equipment at 31 March 2022, in the opinion of the trustees, is minimal so no value has been attributed to equipment in the Statement of Balances on page 6.

8 Summary of fund movements

| | Balance as at 31/03/2021 | Income | Expenditure | Transfers | Balance as at 31/3/2022 |
|---------------------------------|-----------------------------|---------------|---------------|----------------|----------------------------|
| | £ | £ | £ | £ | £ |
| <u>Restricted funds</u> | | | | | |
| Astronomy | 80 | 245 | 175 | | 150 |
| Garden tour | 1,004 | 12,195 | 11,838 | | 1,361 |
| Garden 1 | 0 | 321 | 321 | | 0 |
| Geology | 516 | 541 | 416 | | 641 |
| Golf | 117 | 0 | 46 | | 71 |
| Outings | 1,892 | 510 | 535 | (1,867) | 0 |
| Science | 150 | 0 | 0 | | 150 |
| Tennis | 577 | 2,120 | 1,662 | | 1,035 |
| Yoga 1 | 1,260 | 0 | 0 | (1,260) | 0 |
| Yoga 2 | 410 | 1,534 | 1,298 | | 646 |
| | 6,006 | 17,466 | 16,291 | (3,127) | 4,054 |
| <u>Unrestricted fund</u> | | | | | |
| General fund | 59,987 | 15,143 | 20,235 | 3,127 | 58,022 |
| Total funds | 65,993 | 32,609 | 36,526 | 0 | 62,076 |

9 No remuneration was made to any Trustee.

- 10 A credit of £42,820, purporting to be a probate closure transfer from Santander UK plc was received in late March 2022 resulting in the level of funds standing at £100,842 at 31 March 2022 (£59,987 at 31 March 2021). It has since been established that this amount was credited to Eu3a in error and communications are in hand with Santander UK to facilitate the return of these funds as appropriate. Consequently, the amount in question has been recorded as a liability as at 31 March 2022. The funds in question were recalled by Santander UK plc in consultation with our bankers, the Bank of Scotland plc, under the interbank Credit Recovery Payment Scheme on 30 May 2022.

Independent Examiner's Report

to the Trustees of Edinburgh University of the Third Age

I report on the accounts of the charity for the year ended 31 March 2022 which are set out on pages 5 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulationshave 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:

B. J. Wilkinson

Name:

Barrie Wilkinson

Address:

3 Braid Farm Road
Edinburgh
EH10 6LG

Date:

02/06/2022