

u3a

Fife U3A

Annual Report and Financial Statements

for

Year Ended 31 March 2024

OSCR
Scottish Charity Regulator
www.oscr.org.uk

**Registered
Charity
SC036555**

Trustees' Annual Report

For the year ended 31 March 2024

The trustees have pleasure in presenting their report together with the financial statements and independent examiner's report for the year ended 31 March 2024.

Reference and Administration Information

Charity Name

Fife University of the Third Age also known as **Fife U3A**

Charity Number

SC036555

Address

Susan Kirkwood 16 Afton Grove, Dunfermline KY11 4LE

Current Trustees

Valerie Robertson	Chair from 30 May 2022. Re-elected 11 May 2023. First elected 27 July 2020.
Marion Lackie	Secretary from 11 May 2023. Elected 11 May 2023.
Susan Kirkwood	Treasurer from 3 August 2020. Re-elected 11 May 2023. First elected 27 July 2020.
Sarah Seath	Re-elected 11 May 23. Elected 12 May 2022.
Jean Black	Elected 11 May 2023. Co-opted 3 April 2023.
Theresa Brown	Elected 11 May 2023
Jan Rea	Elected 11 May 2023
Fiona Brooking-Thomas	Co-opted 21 August 2023.

Other Trustees who served during the year

Mary Hannah	Appointed 30 May 2022. Retired 11 May 2023
Janet Lawson	Re-elected 12 May 2022. First elected 27 July 2020. Retired 11 May 2023.

Structural Governance and Management

Constitution - Fife U3A is an unincorporated association and a registered Scottish charity (Scottish Charity SC036555). It is governed by its constitution which was first adopted in May 2005. The current constitution was adopted on 10 May 2018.

Fife U3A is a member of the **Third Age Trust** (Registered Charity Number 288007) and is a member of the **u3a in Scotland** (Scottish Charity SC 030370).

Appointment of Trustees - trustees are elected at the Annual General Meeting which is normally held in May. Under the constitution, there must be a minimum of seven and not more than twelve trustees appointed. The trustees may co-opt a further two trustees if they consider it would be in the interests of Fife U3A to do so.

Management - the trustees are responsible for the strategic direction and governance as well as the day-to-day running of Fife U3A. Committee meetings of trustees are held regularly during the year.

Objectives and Activities

Charitable Purpose - the object or charitable purpose of Fife U3A is:

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, residing in Fife and its surrounding locality.

Activities - our primary activities are the provision and promotion of informal learning opportunities to reflect the aspirations and wishes of our members. Normally we hold monthly speaker meetings, groups are formed to reflect members' more specific interests, and these are complemented by occasional educational excursions to places of interest.

Achievements and Performance – During the year we held regular monthly meetings with between 50 and 60 members attending. A wide range of topics was covered, including 'Safer Aging, the Earth in Space, Victorian dead and an illustrated talk about the Inner Hebrides. The support of local speakers who delivered these talks is appreciated. Members Day was held in June with contributions from members and groups.

For the first time since 2019 we had a summer outing – a return visit to Dumfries House which was enjoyed by many members. We also had increased participation in our New Year Lunch held at Pettycur Bay.

Groups activities have continued. The "A Walk in the Park" group which started at the very end of the previous financial year has flourished and a "Meditation and Mindfulness" group started in September 2023 has now been meeting twice in most months. With the relaxations after COVID there have been more opportunities for the "Out and About" group and their trips have included Broughty Ferry Castle and a Canal trip in Edinburgh among other excursions.

Health and Safety continued to be a priority and group leaders have been given support and assistance in ensuring groups manage risks, with a Group Leaders' meeting held in October 2023. We are also exploring ways to improve sound facilities at monthly meetings for hearing impaired members.

Informal weekly gatherings of members have continued at hotels in Dunfermline and Kirkcaldy and this has encouraged activities among members and provided support and encouragement to new and potential members who dropped in.

Our membership numbers continued to grow during the year and as at 31st March 2024 we have 203 members. We have registered 37 new members since our session 2023/2034 of which 2 were members previously and have rejoined. Whilst the area we cover is most of Fife we do have one long standing member from Glasgow. It would seem also that new members are joining us through word of mouth.

We have had continuing engagement with our members during the past year. This has been achieved by issuing newsletters on a quarterly basis. Our newsletter includes information about Fife U3A, but also more general information of interest to members. The newsletters are sent out mainly by email, but also by post to those who do not use email. Using the Twitter (now "X") account set up in August 2022 we have continued to post updates on our activities and other local news and events that may interest members. Our page is followed by both u3a UK and u3a Scotland, who have shared a number of our posts with their wider readerships. A repost by u3a UK in September helped boost our most widely viewed single post during the year. A photo of button flower-making at the Craft 'n' a Cuppa Group had over 400 impressions and contributed to a monthly record of nearly 800 impressions on our page.

Our website, with the meetings programme and details of interest groups has continued to be updated. We are anticipating moving our website to the new Third Age Trust SiteWorks website platform (based on WordPress) in the new financial year.

Trustees

Trustee meetings have been held regularly with several members joining the committee for the first time since the AGM in May 2023. There are however continuing efforts to strengthen the committee so that the work can be shared and succession planning developed.

Financial Review

With the balance at the end of the financial year of £5.509, the trustees consider that we are well placed to continue our usual activities. We are expecting invoices totalling over £1,500 from the Third Age Trust and the Third Age Trust Trading in April and May before our membership year starts in September 2024.

Gift Aid claim of £277 was paid in January based on membership fees received during the calendar year 2023. We also received donations from our book stall at monthly meetings and from recycled ink cartridges and the trustees are grateful to our members for their generosity.

An income of £7 from one Group had not been received by the end of the month. All other group payments had been received. There are no outstanding or expected invoices.

We continue to use St Bryce Kirk and the Kirkcaldy United Services Institute (KUSI) in Kirkcaldy for our meetings, as they are convenient meeting places. Some group meetings also take place in members' houses in various parts of west and central Fife and in hotel spaces and other venues.

Our main payments are for the services members receive through membership of the Third Age Trust – general support and insurances, magazine and the administration system BEACON.

Policy on Reserves - Fife U3A aims to keep a level of reserves that will cover six months of regular operating activity including fees due to the Third Age Trust for the operating year (September-August). We receive our main income in September, with major expenditure on fees in March and April. Our balance is at its lowest in July and August. In the year reported on, our lowest level of funds available was £3,305.72 in mid May 2023.

Donated Facilities and Services - the trustees give their time freely to attend meetings and fulfil their specialised roles, and group leaders also give their time freely, preparing and running group sessions. It is estimated that more than 1000 hours have been donated in this way during the year.

Trustee Remuneration and Expenses - trustees have not charged expenses to attend and support committee, monthly or group meetings.

Future Plans

The main plan is for the trustees to continue to support face-to-face meetings, existing and new activity groups and events in established and new venues to support the overall objective of the charity.

Approved by the trustees and signed on their behalf

Signed Valerie Robertson

Date 1/4/24

Name: Valerie Robertson Position: Chair

Independent Examiner's Report to the Trustees of Fife U3A

A COPY OF THE INDEPENDENT EXAMINERS REPORT WILL APPEAR HERE

FIFE U3A
Income And Expenditure Account
Year Ended 31 March 2024

Income	This Year		Last Year		Expenditure	This Year		Last Year	
Subscriptions	2,486.14		2,196.00		u3a Trust membership	740.00		688.00	
Subscriptions - Gift Aid	277.72		301.63		Third Age Trust magazine	612.00		519.31	
Groups income	721.00		562.90		Groups expenditure	654.00		492.00	
Monthly Meetings income	773.10		767.10		Venue hire monthly mtgs	1,257.62		645.00	
Summer Outing	1,543.50		0.00		Speakers fees & expenses	30.00		0.00	
New Year lunch	680.00		777.00		Newsletter	133.54		238.03	
Interest	46.93		19.10		Publicity/Recruitment	0.00		31.34	
Donations/fund-raising	46.04		80.45		Admin - Beacon	185.00		172.00	
Misc	0.00		0.00		Admin - General	164.96		202.30	
					Committee Expenses	7.20		0.00	
					Independent Examiner	120.00		50.00	
					Summer Outing	1,500.00		0.00	
					New Year lunch	678.00		777.00	
					Other	0.49		10.00	
Total	6,574.43		4,704.18		Total	6,082.81		3,824.98	

Surplus and Deficit	Year Ended 31 March 2024	
Receipts	6,574.43	
Payments	6,082.81	
Surplus/(Deficit)	£491.62	

Balance Sheet	
Bank Balance 31 March 2023	5,206.03
Cheques subsequently honoured	-188.65
Balance B/F 31 March 2023	5,017.38
Surplus/(Deficit)	491.62
Balance 31 March 2024	5,509.00
Bank Balance 31 March 2024	5915.52
Cheques subsequently honoured	-406.52
Total At 31 March 2024	5,509.00

Approved by the Trustees and signed on their behalf.

Signature Valerie Robertson Date 1/4/24
Fife U3A Chair

Independent Examiner

Signature Date

FIFE U3A

Income And Expenditure Account Year Ended 31 March 2024

Notes to the accounts

Nature and purpose of funds

We do not hold separate funds. We have only one general fund.

Grants

No grants were given

Trustee remuneration

No trustee remuneration was given

Trustee expenses

No trustee expenses were paid. Trustees were reimbursed for outlays made on behalf of the organisation.

Transactions with Trustees and connected persons

There were no transactions with trustees and connected persons

Other information

Accounts are prepared on receipts and payments basis.