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|  | | | | | | **Trustees' Annual Report for the period** | | | | | | | | | | | | | | | |  | | | | |
| **From** | | Period start date | | | | | | | To | Period end date | | | | | |
| 1 | January | | | | 2023 | | 31 | December | | | | 2023 | |  | | | | |
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| Section A Reference and administration details | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **Charity name** | | | | | | | | | | Flitwick & District U3A | | | | | | | | | | | | | | | | |
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| **Other names charity is known by** | | | | | | | | | |  | | | | | | | | | | | | | | | | |
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| **Registered charity number (if any)** | | | | | | | | | | 1168040 | | | | | | |  | | | | | | | | | |
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| **Charity's principal address** | | | | | | | | | | 2 Wilson Close | | | | | | | | | | | | | | | | |
| Shillington | | | | | | | | | | | | | | | | |
| Hitchin | | | | | | | | | | | | | | | | |
| Postcode | | | | | | | SG5 3PN | | | | | | | | | |
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|  | | | | | | **Names of the charity trustees who manage the charity** | | | | | | | | | | | | | | | | | | | | |
|  | **Trustee name** | | **Office (if any)** | | | | | | | **Dates acted if not for whole year** | | | | | | **Name of person (or body) entitled to appoint trustee (if any)** | | | | | | | | | |
| 1 | Nick Rose | | Chairman  Membership Secretary | | | | | | |  | | | | | |  | | | | | | | | | |
| 2 | Maureen Gates | | Treasurer | | | | | | |  | | | | | |  | | | | | | | | | |
| 3 | Brenda Manning | | Secretary | | | | | | | 01/01/23 – 11/06/23 | | | | | |  | | | | | | | | | |
| 4 | Richard Bowsher | |  | | | | | | |  | | | | | |  | | | | | | | | | |
| 5 | Marlen Jackson | |  | | | | | | |  | | | | | |  | | | | | | | | | |
| 6 | Carol Smithers | |  | | | | | | |  | | | | | |  | | | | | | | | | |
| 7 | Eddie Fisher | |  | | | | | | | 0101/23 to 9/02/22 | | | | | |  | | | | | | | | | |
| 8 | Kevin Clifton | | Vice Chairman | | | | | | | 0101/23 to 9/02/22 | | | | | |  | | | | | | | | | |
| 9 | Sue Clifton | |  | | | | | | | 01/01/23 to 9/02/22 | | | | | |  | | | | | | | | | |
| 11 | Lyn Fairweather | | Secretary | | | | | | | 06/02/23 -30/06/23  01/07/23-31/12/23 | | | | | |  | | | | | | | | | |
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| 20 |  | |  | | | | | | |  | | | | | |  | | | | | | | | | |
|  | **Names of the trustees for the charity, if any, (for example, any custodian trustees)** | | | | | | | | | | | | | | | | | | | | | | | | |
|  | **Name** | | | | | | | | | **Dates acted if not for whole year** | | | | | | | | | | | | | | | |
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| **Names and addresses of advisers (Optional information)** | | | |
| Type of adviser | | **Name** | **Address** |
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| **Name of chief executive or names of senior staff members (Optional information)** | | | |
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|  | Section B Structure, governance and management | |  |
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| **Description of the charity’s trusts** | | | |
| Type of governing document  (eg. trust deed, constitution) | | Constitution | |
| How the charity is constituted  (eg. trust, association, company) | | Unincorporated members association | |
| Trustee selection methods  (eg. appointed by, elected by) | | Elected by membership | |
| **Additional governance issues (Optional information)** | | | |
| You **may choose** to include additional information, where relevant, about:   * policies and procedures adopted for the induction and training of trustees; * the charity’s organisational structure and any wider network with which the charity works; * relationship with any related parties; * trustees’ consideration of major risks and the system and procedures to manage them. | | Flitwick & District U3A is a member of the Third Age Trust, the umbrella organisation for all U3As. They provide advice and draft policies and procedures in many areas relevant to us as trustees and for the benefit of our members.  We were very sorry to lose two of our Committee members, Jane Rose at the start of the year, and Brenda Manning in June. Three other members of the Committee decided not to stand for re-election at our AGM in February, and we have only been able to get one new Committee member in the year. We currently have no Vice Chairman.  There is now a shortage of Committee members, and we have been unable to persuade other members of our U3A to join the Committee. | |

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| **Section C Objectives and activities** | | |
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| **Summary of the objects of the charity set out in its governing document** | | Its purpose is to advance the education and improve the quality of life of those in their ‘third age’ who live in Flitwick and the surrounding area by offering group activities aimed at passing on the knowledge and skills of its membership and providing leisure and recreational groups across a wide spectrum of activities. |
| **Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)** | | At the year ending 31 December 2023 we had approximately 500 members and we had approximately 50 groups, ranging from Latin to lunch groups and Art to Whist. We also have monthly meetings where a guest speaker addresses our members on a range of topics. Membership remained static over the year, the inevitable losses due to ill-health and people moving away compensated by new members joining us. Membership is open to all in their ‘third age’, subject to a small annual donation of £10.00.  We also continued to produce our newsletter to members 3 times during the year, keeping our members in touch with what others were doing. The newsletters are available to the public on request, and we provide them whenever potential members show interest in our U3A  We are therefore satisfied that we have had regard to the guidance on ‘public benefit’ issued by the Charity Commission, by providing the range of opportunities described above to a wide and growing section of the local population. |
| **Additional details of objectives and activities (Optional information)** | | |
| You **may choose** to include further statements, where relevant, about:   * policy on grantmaking; * policy programme related investment; * contribution made by volunteers. | |  |

| Section D Achievements and performance | |
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| **Summary of the main achievements of the charity during the year** | We continued with our program of monthly meetings open to all our members, with guest speakers. These are generally very informative across a range of topics, including for example, about a suffragette, and the history of the postal service. These meetings also give us an opportunity to keep our members informed of events etc.  Our ‘Awaydays’ team provided bi-monthly trips to a variety of venues, offering a chance to learn about the history and function of the places visited.  As always, we are very dependent on those of our members who lead each of our Groups. It is they who work hard to maintain members’ interest and attendance at the various groups. Attendance at the groups remains good. The range of groups is substantial covering a number of languages, various music groups, art, literature card games, and some social groups like lunch meetings.  We also tried advertising for new members locally, which raised our profile . |

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| **Section E Financial review** | |
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| **Brief statement of the charity’s policy on reserves** | Our policy is to maintain a reserve of around £10,000 to cover against any unforeseen contingency, and provide a cushion for any drop in income. |
| **Details of any funds materially in deficit** | None |
| **Further financial review details (Optional information)** | |
| You **may choose** to include additional information, where relevant about:   * the charity’s principal sources of funds (including any fundraising); * how expenditure has supported the key objectives of the charity; * investment policy and objectives including any ethical investment policy adopted. |  |

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| Section F Other optional information |
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| **Section G Declaration** | | | | | | | | | | |
| **The trustees declare that they have approved the trustees’ report above.**  **Signedon behalf of the charity’s trustees** | | | | | | | | | | |
| **Signature(s)** | | | | |  | | |  | | |
|  | | | | | | | | | | |
| **Full name(s)** | | | | | Nick Rose | | | Lyn Fairweather | | |
|  | | | | | | | | | | |
| **Position (eg Secretary, Chair, etc)** | | | Chair | | | Secretary | | | | |
|  | | | | | | | | | | |
| **Date** | | |  | | |  | | | | |