

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended  
31 August 2019  
for  
TEWKESBURY & DISTRICT U3A**

Haines Watts Worcester Limited  
Chartered Accountants  
Suite 1A  
Shire Business Park  
Wainwright Road  
Worcester  
WR4 9FA

**TEWKESBURY & DISTRICT U3A**

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for the year ended 31 August 2019**

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## TEWKESBURY & DISTRICT U3A

### Report of the Trustees for the year ended 31 August 2019

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The trustees present their report with the financial statements of the charity for the year ended 31 August 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The organisation provides educational and recreational services for those who are no longer in full time employment. This is done mainly through small self help groups.

Objectives are:

1. To advance the education of the public and in particular the education of older people no longer in full time gainful employment in Tewkesbury and its surrounding locality.
2. The provision of facilities for leisure time and recreational activities with the object of improving the conditions of life for the above persons in the interest of their social welfare.

Public benefit:

The trustees have due regard to the guidance on the public benefit published by the Charity Commission and believe the objectives meet this guidance and that the activities support the objectives.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

The Charity delivers what we aim to do i.e bring education and social contact and activities to those who are no longer in work through 35-40 regular interest groups.

We are run by members, for members and with members.

Current membership is 623 (2018 - 652) and it has been recognised by health professionals that those of the 60+ demographic group who are gainfully occupied live longer and remain fitter.

## TEWKESBURY & DISTRICT U3A

### Report of the Trustees for the year ended 31 August 2019

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#### FINANCIAL REVIEW

##### Financial position

The Trustees continue with the view that the total reserves should strive to be close to 6 months operating costs plus any likely major equipment replacements.

Trying to predict trends is not straightforward, since previous years' numbers revealed a modest decline, which may have been expected given the rise in retirement age, in turn leading to a higher average-age of our members, which was expected to impact on future attendance numbers and income. However, following an advertising campaign, numbers have this year again held steady leaving finances in a stronger position than anticipated. The Trustees regularly monitor financial performance and keep the financial position under constant review. Expenditure on modernization of the Audio Visual equipment has been agreed and, to encourage regular attendance at meetings, the entrance fee and refreshments charges have been suspended.. A review of the membership fee is planned during 2020.

The Trustees have formal budgets in place against which they are recording monies spent and the accounting systems have regular checks and balances in place.

An automated membership system to enable members to both join and renew online was set up 3 years ago and is available through our web site and we continue to encourage those members with internet access to use this cost-effective system.

Overall, the Trustees consider the current financial state of affairs to be satisfactory given the current economic climate but are conscious of the need to keep all funding options and all service provision under review.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The organisation is unincorporated by standard registration and registered as a charity on 30 November 1993. The Charity was registered under a constitution adopted on 9 February 1993 and amended on 14 October 2002.

##### Recruitment and appointment of new trustees

The trustees assume their duties on election to the Committee and are voted by the members at the Annual General Meeting each year. They are appointed by majority vote on the basis that at least 10% of the members are present.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Charity number

1029447

##### Principal address

4 Rope Walk  
Tewkesbury  
Gloucestershire  
GL20 5DS

**TEWKESBURY & DISTRICT U3A**

**Report of the Trustees  
for the year ended 31 August 2019**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Trustees**

Mrs F Valentine  
T Clynes  
S Carter  
Mrs M Carter  
C Price  
Mrs A Walton  
B Minett-Smith  
Mrs A Trott - resigned 10/12/18  
Mrs P Dickinson  
Mrs S Channing  
Mrs M Mulrenan  
Mrs S Murdoch  
H Bennett - appointed 10/12/18  
Mrs L Offer - appointed 10/12/18

**Independent examiner**

Haines Watts Worcester Limited  
Chartered Accountants  
Suite 1A  
Shire Business Park  
Wainwright Road  
Worcester  
WR4 9FA

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
T Clynes - Trustee

**Independent Examiner's Report to the Trustees of  
Tewkesbury & District U3A**

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**Independent examiner's report to the trustees of Tewkesbury & District U3A**

I report to the charity trustees on my examination of the accounts of the Tewkesbury & District U3A (the Trust) for the year ended 31 August 2019.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

J H Painter FCA  
Haines Watts Worcester Limited  
Chartered Accountants  
Suite 1A  
Shire Business Park  
Wainwright Road  
Worcester  
WR4 9FA

Date: .....

TEWKESBURY & DISTRICT U3A

Statement of Financial Activities  
for the year ended 31 August 2019

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	Notes	2019 Unrestricted fund £	2018 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		7,624	7,990
Other trading activities	2	25,209	24,884
Investment income	3	196	42
<b>Total</b>		<u>33,029</u>	<u>32,916</u>
<b>EXPENDITURE ON</b>			
Raising funds		23,325	22,939
Other		7,336	7,279
<b>Total</b>		<u>30,661</u>	<u>30,218</u>
<b>NET INCOME</b>		<u>2,368</u>	<u>2,698</u>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<u>27,926</u>	<u>25,229</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>30,294</u></u>	<u><u>27,927</u></u>

The notes form part of these financial statements

**TEWKESBURY & DISTRICT U3A**

**Balance Sheet  
At 31 August 2019**

	Notes	2019 Unrestricted fund £	2018 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	6	43	296
<b>CURRENT ASSETS</b>			
Debtors	7	469	616
Cash at bank		30,603	27,715
		31,072	28,331
<b>CREDITORS</b>			
Amounts falling due within one year	8	(821)	(700)
		30,251	27,631
<b>NET CURRENT ASSETS</b>			
		30,294	27,927
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		30,294	27,927
<b>NET ASSETS</b>			
		30,294	27,927
<b>FUNDS</b>			
Unrestricted funds	9	30,294	27,927
		30,294	27,927
<b>TOTAL FUNDS</b>			

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
T Clynes -Trustee

The notes form part of these financial statements

## TEWKESBURY & DISTRICT U3A

### Notes to the Financial Statements for the year ended 31 August 2019

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. OTHER TRADING ACTIVITIES

	2019	2018
	£	£
Events	4,557	5,607
Groups	19,918	18,584
General Meetings	332	393
Sundries	402	300
	<u>25,209</u>	<u>24,884</u>

TEWKESBURY & DISTRICT U3A

Notes to the Financial Statements - continued  
for the year ended 31 August 2019

3. INVESTMENT INCOME

	2019	2018
	£	£
Bank Interest Received	196	42

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2019 nor for the year ended 31 August 2018.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 August 2019 nor for the year ended 31 August 2018.

During the year, combined business expenses of £435 were reimbursed to 2 Trustees.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	7,990
Other trading activities	24,884
Investment income	42
<b>Total</b>	<b>32,916</b>
<b>EXPENDITURE ON</b>	
Raising funds	22,939
Other	7,279
<b>Total</b>	<b>30,218</b>
<b>NET INCOME</b>	<b>2,698</b>
<b>RECONCILIATION OF FUNDS</b>	
<b>Total funds brought forward</b>	<b>25,229</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>27,927</b>

**TEWKESBURY & DISTRICT U3A**

**Notes to the Financial Statements - continued  
for the year ended 31 August 2019**

**6. TANGIBLE FIXED ASSETS**

	Computer equipment £
<b>COST</b>	
At 1 September 2018 and 31 August 2019	780
	<u>          </u>
<b>DEPRECIATION</b>	
At 1 September 2018	484
Charge for year	253
	<u>          </u>
At 31 August 2019	737
	<u>          </u>
<b>NET BOOK VALUE</b>	
At 31 August 2019	43
	<u>          </u>
At 31 August 2018	296
	<u>          </u>

**7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2019 £	2018 £
Trade debtors	434	596
Other debtors	35	20
	<u>          </u>	<u>          </u>
	469	616
	<u>          </u>	<u>          </u>

**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2019 £	2018 £
Trade creditors	821	700
	<u>          </u>	<u>          </u>

**9. MOVEMENT IN FUNDS**

	At 1.9.18 £	Net movement in funds	At 31.8.19 £
		£	
<b>Unrestricted funds</b>			
General fund	27,926	2,368	30,294
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	27,926	2,368	30,294
	<u>          </u>	<u>          </u>	<u>          </u>

**TEWKESBURY & DISTRICT U3A**

**Notes to the Financial Statements - continued  
for the year ended 31 August 2019**

**9. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	33,029	(30,661)	2,368
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>33,029</u>	<u>(30,661)</u>	<u>2,368</u>

**Comparatives for movement in funds**

	At 1.9.17 £	Net movement in funds £	At 31.8.18 £
<b>Unrestricted Funds</b>			
General fund	25,229	2,698	27,927
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>25,229</u>	<u>2,698</u>	<u>27,927</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	32,916	(30,218)	2,698
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>32,916</u>	<u>(30,218)</u>	<u>2,698</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.9.17 £	Net movement in funds £	At 31.8.19 £
<b>Unrestricted funds</b>			
General fund	25,229	5,066	30,295
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>25,229</u>	<u>5,066</u>	<u>30,295</u>

TEWKESBURY & DISTRICT U3A

Notes to the Financial Statements - continued  
for the year ended 31 August 2019

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9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	65,945	(60,879)	5,066
<b>TOTAL FUNDS</b>	<u>65,945</u>	<u>(60,879)</u>	<u>5,066</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2019.

**TEWKESBURY & DISTRICT U3A**

**Detailed Statement of Financial Activities  
for the year ended 31 August 2019**

	2019	2018
	£	£
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Gift aid	922	955
Membership Fees	6,702	7,035
	<u>7,624</u>	<u>7,990</u>
<b>Other trading activities</b>		
Events	4,557	5,607
Groups	19,918	18,584
General Meetings	332	393
Sundries	402	300
	<u>25,209</u>	<u>24,884</u>
<b>Investment income</b>		
Bank Interest Received	196	42
	<u>196</u>	<u>42</u>
<b>Total incoming resources</b>	<b>33,029</b>	<b>32,916</b>
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
U3A Affiliation Fees	2,268	2,272
Groups	14,592	14,119
General Meetings	1,580	1,504
Events	4,885	5,044
	<u>23,325</u>	<u>22,939</u>
<b>Other</b>		
Administration	6,773	6,443
Equipment	101	263
Sundries	209	306
Depreciation of tangible fixed assets	253	267
	<u>7,336</u>	<u>7,279</u>
<b>Total resources expended</b>	<b>30,661</b>	<b>30,218</b>
<b>Net income</b>	<b><u>2,368</u></b>	<b><u>2,698</u></b>

This page does not form part of the statutory financial statements