

## Trustees' Annual Report for the period 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019

### Reference and administration details

Charity Name	Roseland and District University of the Third Age
Other names used by charity	U3A Roseland and District
Registered charity number	1128425
Charity's principal address	2 Carew Road, Truro, TR1 3TP

#### Names of the charity trustees

Trustee Name	Office (if any)	Dates acted if less than year
Mary Ellis	Chair	
Christine Alexander	Membership secretary	
Terry Neill	Treasurer	
Margaret Goudge	Member of Committee	
Valerie Willcox	Member of Committee	
Jenny Deal	Secretary	

### Structure, governance and management

Type of governing document	Constitution
How the charity is constituted	Unincorporated association
Trustee selection methods	Elected by the membership

### Objectives and activities

Summary of the objects set out in the constitution	<p>To advance the education of the public and in particular the education of older people no longer in full time gainful employment in the Roseland Peninsula, Cornwall and its surrounding locality.</p> <p>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 interests of their social welfare.</p>
Summary of the main activities in relation to these objects	<p>Groups are formed from members who wish to pursue a particular interest or activity and are generally led or co-ordinated by one of their number who shares their own skills or knowledge. Membership of any group is open to all members subject to any necessary limitation on numbers by virtue of the activity carried out.</p>

## Achievements and performance

Summary of the main achievements of the charity during the year

Membership at 31<sup>st</sup> December 2018 was 44. The society has a small but committed membership. The committee is eager to offer new courses, although a shortage of group leaders is a constraint. The financial position is strong and the committee has a policy of using this strength to provide interesting speakers.  
As with all branches of the U3A in scattered rural areas with no major population centre, the number of members failing to renew continues to be a problem each year.

## Financial review

Policy on reserves

The Charity Commission recommends maintaining a level of reserves sufficient to fund 6 to 12 months core expenditure in order to cover fluctuations in receipts or payments. The trustees accept this advice and the general reserve at the year end met this requirement.

Other financial information

Some 57% of unrestricted (non grant) funds was raised from membership subscriptions, and 29% raised from the sale of donated goods, and refreshments at members' meetings and other sources. Claims under gift aid, some in arrears, made up the balance. Our current sound financial position and our budget proposals for the 2019-20 financial year have enabled us to maintain membership fees at £15.

## Declaration

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

Mary Ellis  
Chair

Terence M Neill  
Treasurer

Date \_\_ April 2019

## Independent examiner's report on the accounts

Report to the trustees and members of **Roseland and District University of the Third Age**

On accounts for the year ended **31<sup>st</sup> March 2019** Charity No **1128425**

Set out on pages **4 and 5**

Respective responsibilities of trustees and examiner  
The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act, as amended);
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the Act, as amended); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement  
My examination was carried out in accordance with General Directions given by the Charity Commission. 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 seeking 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 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 trustees have not met the requirements to ensure that:
  - proper accounting records are kept (in accordance with section 41 of the Act); and
  - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; 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

Date April \_\_ 2019

Name

Address

Charity No 1128425

Receipts and Payments Accounts

For the period 1st April 2018 to 31st March 2019

## Section 1 - Receipts and Payments

	Notes	Unrestricted funds £	Restricted funds £	Total funds £	Last year £
<b>RECEIPTS</b>					
Grants received	1	0	0	0	0
Subscriptions	1	683		683	599
Fund raising	2	344		344	414
Gift Aid reclaimed	1	169		169	70
Interest on deposit account		1		1	1
<b>Total Receipts</b>		<b>1197</b>	<b>0</b>	<b>1014</b>	<b>1014</b>
<b>PAYMENTS</b>					
<b>Cost of services</b>					
Meeting costs	3	1188	0	1188	1267
Information resources	4	0		0	0
Activity group resources	5	0		0	65
U3A capitation fee		171		171	185
<b>Total cost of services</b>		<b>1359</b>	<b>0</b>	<b>1359</b>	<b>1517</b>
<b>Operating expenses</b>					
Insurance and licences	6	0		0	0
Consumables		43		43	32
Stationery and postage		0		0	0
Fundraising costs		0		0	0
Promotion		0		0	0
<b>Total operating expenses</b>		<b>43</b>	<b>0</b>	<b>43</b>	<b>32</b>
<b>Asset purchases</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Payments</b>		<b>1402</b>	<b>0</b>	<b>1402</b>	<b>1549</b>
<b>Net of receipts/(payments)</b>		<b>-205</b>	<b>0</b>	<b>-205</b>	<b>-535</b>
Cash funds last year end		2399	0	2399	2924
<b>Cash funds this year end</b>		<b>2194</b>	<b>0</b>	<b>2194</b>	<b>2399</b>

## Section 2 - Statement of Assets and Liabilities at the end of the period

	Notes	Unrestricted funds £	Restricted funds £	Total funds £
<b>CASH FUNDS</b>				
Current and Deposit accounts plus cash		2194	0	2194
<b>ASSETS FOR OWN USE</b>				
Equipment	7	0	0	0
<b>LIABILITIES</b>				
Costs incurred but not yet paid	8	171	0	171

Approved on behalf of the Committee on: \_\_ April 2019

Mary Ellis  
Chair

Terence M Neill  
Treasurer

## Notes to the Accounts

- 1. Grants and subscriptions**

The committee continues to explore opportunities to claim outside grants. Subscriptions include £225 of prepaid memberships relating to 2019/20.
- 2. Fund raising**

Additional funds are raised mainly through the sale of donated goods and refreshments at members' meetings or by holding other events.
- 3. Meeting costs**

Includes hire charges for meeting rooms, speaker fees and materials used for subject delivery.
- 4. Information resources**

Production and distribution of a monthly newsletter for members
- 5. Activity Group resources**

Materials used for the delivery of activities
- 6. Insurance and licences**

The licence for the website is paid every two years and is now paid until August 2019
- 7. Equipment**

The value shown is based on original cost less 33% for each year of ownership to reflect useful economic life and a realistic appraisal.
- 8. Liabilities**

Costs incurred for services provided during the period of these accounts but not yet paid and cheques raised but not yet cleared.