

RADLETT AND DISTRICT U3A

Registered Charity No 1156262

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED
31ST AUGUST 2023

CONTENTS

1. Chairmans Report
2. Independent Examiner's Report
3. Consolidated Income & Expenditure Account
4. Consolidated Balance Sheet
5. Main Income & Expenditure Account
6. Main Balance Sheet
7. Groups Financial Statement
8. Events Financial Statement
9. Asset Register

Radlett and District u3a Chairman's report for the year ended 31st August 2023

Organisation of our u3a

The following were elected as Trustees at the AGM in November 2022:

- Chairman/Outside Liaison: Adrienne Cohen
- Vice Chairman/Outings & Events Co-ordinator: Vivien Summers
- Treasurer: Jeremy Packman
- Secretary: Marion Curzon
- Deputy Treasurer: Events and Groups: Peter Weber
- Assistant Treasurer: Anthea Brick
- Membership Secretary: Sue Cohen
- Study Group Co-ordinator: Stephanie Marks
- Venue Organiser & RUG's Co-ordinator: Stephen Summers
- Speaker Secretary: Stephen Gold
- Monthly Communications/Newsletter: Adrienne Cohen
- Webmaster: Oliver Cahn

Mr Peter Breward was re-elected as The Independent Examiner.

Introduction

Radlett & District U3A is a Registered Charity No 1156262 and has now been running for eleven years.

Up until last year our stress level was still in recovery from Covid with our members still being nervous of coming to our meetings and at the beginning of the year our numbers were low. In view of this we decided to save some money and go for a smaller hall and started negotiation with Aldenham Golf Club. This took quite a while and when we used it for the first time in February 2023 it proved very popular. However, our numbers increased for some reason and after the second time there we decided that it was too small for various reasons, health and safety being the primary one. We therefore moved back to the Metropolitan and have been there ever since and our numbers are increasing each month. Sadly, we have lost members, but have also welcomed many new members recently. We have had a wide variety of speakers and our latest meeting was the highest number of attendees since Covid.

Committee activities

The Committee have worked hard together during the year to make sure that everything runs as smoothly as possible, and everyone involved certainly pulls their weight and contributes, and we all work well together and respect each other. Our Outings and Events are always booked up and we have been doing some house talks which were curtailed by Covid and they are proving very popular, and this is also organised by the team under Vivien. They work very hard and I am not sure how many of you are aware of the time and effort that goes into the planning. Our treasury department and our secretary are also very efficient, as are the membership and speaker's secretary organiser, and also our hardworking and put-upon webmaster. Our new group organiser and venue co-ordinator have both also had their work cut out with our venue changes. I would like to thank each and every one of them most sincerely.

We also had our second annual Group Leader's tea to say thank you and show how much we appreciate them.

Membership

Study groups

The newsletter

Last year I was quite disappointed at the lack of take up with people reading the newsletter. It does give a lot of information about what is happening within our branch as well as personal stories and tidbits from elsewhere. The group leaders' entries are very valuable if a date for their meeting has to be changed.

It is the only thing which reaches the whole membership and gives everyone an equal chance to book outings and sign up for events and groups when it is published on the first of every month. I would also like to encourage members to send in their stories, jokes, comments or photos.

An enormous thanks to Oliver, our webmaster for his proof reading, constant support and patience when things go wrong and my technical ability leaves a lot to be desired.

The Website

Monthly Meetings

Outings and Events

Financial Matters

The future

Once again, I have to report that all the Committee posts are available to any members, and if you would like to be nominated or shadow any of the posts to see if you would like it, please look at the job descriptions on the website and feel free to contact me if you have any questions. This is for our AGM in November so you have some time to think about it.

Having got over all the setbacks over the last year I feel that we can look forward to a very positive year ahead. We have new groups, new members and speakers booked almost one year ahead. We have several outings each month, something for everyone, and a sense of vitality in our monthly meetings that has been lacking since the pandemic. I hope that this will encourage more attendance for the speakers, inspire and motivate more of you to take on leadership roles and form new or second groups.

As those of you who know me are aware, my personal objective in the whole ethos of our particular branch is being friendly, and inclusive to all, never leaving someone on their own, either at a monthly meeting or when on an outing. I try to be available to anyone who needs me or any information and I feel that if I can achieve all of this, I have done my job.

Adrienne Cohen (Chairman)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
RADLETT AND DISTRICT U3A ON ACCOUNTS FOR
THE YEAR ENDED 31ST AUGUST 2023**

I report on the accounts of the Charity for the year ended 31st August 2023 which are set out on the attached pages.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts and report. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 (the Charities Act), and that an independent examination is needed

It is my responsibility to:

- i examine the accounts (under section 145 of the Charities Act)
- ii to follow the procedures laid down in General Directions given by the Charities Commissioners (under section 145(5)(b) of the Charities Act), and
- iii to state whether particular matters have come to my attention

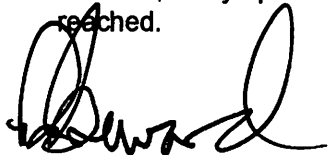
Basis of independent examiner's statement

My examination was carried out in accordance with the 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 explanation from the trustees concerning any such matters. The procedures undertaken do not provide all evidence that would be required in an audit, and consequently I do not express an audit opinion on whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

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:
 - i proper accounting records are kept (in accordance with section 130 of the Charities Act): and
 - ii accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Charities Act: or
- 2 to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.



Peter Breward
Independent Examiner
8 Homefield Road
Radlett
Herts
WD7 8PY

Date: 19 October 2023

RADLETT AND DISTRICT U3A
CONSOLIDATED INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st AUGUST 2023

	2023	2022
	£	£
INCOME		
Membership Subscriptions	10,845	11,297
Gift Aid Claims from HMRC	1,511	4,608
Bank Interest Received	116	-
Bank Compensation	50	-
Groups Total Receipts	14,282	10,302
Events Total Receipts	36,271	26,102
Total Income	63,075	52,309
EXPENDITURE		
Membership Levy to Third Age Trust	2,960	3,016
Third Age Trust News - Direct mailing	1,732	1,636
Herts Network of U3A's	-	(87)
Speaker Expenses / Fees	1,286	1,298
Meetings - Room Hire	6,300	5,130
Meetings - Catering	3,056	1,628
Administration and Membership Services	815	831
Sundry Expenses	713	647
Volunteers Cream Tea	154	161
Groups Total Payments	15,416	8,590
Events Total Payments	35,818	25,313
Total Expenditure	68,250	48,163
Surplus / (Deficit) of Receipts over Expenditure	(5,175)	4,146

RADLETT AND DISTRICT U3A
CONSOLIDATED BALANCE SHEET
AS AT 31st AUGUST 2023

	2023	2022
ASSETS	£	£
Bank Balance - Main	27,234	30,898
Bank Balance - Groups	5,707	6,841
Bank Balance - Events	9,489	6,237
	<u>42,430</u>	<u>43,976</u>
LIABILITIES		
Subscriptions Prepaid	8,225	7,395
Net (Payments) / Receipts for next year events	1,197	(1,602)
Total balances held on Study Groups	5,707	6,841
	<u>15,129</u>	<u>12,634</u>
Assets less Liabilities	27,301	31,342
REPRESENTED BY:		
ACCUMULATED FUND		
Reserves Brought Forward	38,183	34,037
Surplus / (Deficit) of Receipts over Expenditure for the year	(5,175)	4,146
Reserves Carried Forward	<u>33,008</u>	<u>38,183</u>
less: Groups Balances	(5,707)	(6,841)
	27,301	31,342

Jeremy Packman
Treasurer

RADLETT AND DISTRICT U3A
MAIN INCOME & EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st AUGUST 2023

	2023 £	2022 £
INCOME		
Membership Subscriptions	10,845	11,297
Gift Aid Claims from HMRC	1,511	4,608
Bank Interest Received	116	-
Bank Compensation	50	-
Total Income	<u>12,522</u>	<u>15,905</u>
EXPENDITURE		
Membership Levy to Third Age Trust	2,960	3,016
Third Age Trust News - Direct mailing	1,732	1,636
Herts Network of U3A's	-	(87)
Speaker Expenses / Fees	1,286	1,298
Meetings - Room Hire	6,300	5,130
Meetings - Catering	3,056	1,628
Administration and Membership Services	815	831
Sundry Expenses	713	647
Volunteers Cream Tea	154	161
Total Expenditure	<u>17,016</u>	<u>14,260</u>
Surplus / (Deficit) of Receipts over Expenditure	<u><u>(4,494)</u></u>	<u><u>1,645</u></u>

RADLETT AND DISTRICT U3A

MAIN BALANCE SHEET AS AT 31st AUGUST 2023

	2023	2022
ASSETS	£	£
Bank Balance	27,234	30,898
LIABILITIES		
Subscriptions Prepaid	8,225	7,395
Assets less Liabilities	<u><u>19,009</u></u>	<u><u>23,503</u></u>
REPRESENTED BY:		
ACCUMULATED FUND		
Balance brought forward	23,503	21,858
(Deficit) / Surplus of Receipts over Expenditure for the year	<u>(4,494)</u>	<u>1,645</u>
	<u><u>19,009</u></u>	<u><u>23,503</u></u>

Jeremy Packman
Treasurer

RADLETT AND DISTRICT U3A
GROUPS FINANCIAL STATEMENT
FOR THE YEAR ENDED 31st AUGUST 2023

	Balance B/fwd at 1/9/2022	Payments	Receipts	Balance C/fwd at 31/8/2023
Art Workshop	84	(92)	8	
Bridge - Intermediate	226	(3,194)	3,460	492
Bridge - Relaxed Duplicate	699	(1,374)	1,199	524
Bridge - Social On-Line	73	(48)	50	75
Canasta	50	(777)	770	43
Chair-Based Exercises	370	(370)		
Film & TV Appreciation	45	(234)	254	65
Jazz Appreciation	185	(414)	495	266
Local History (Heart of Herts)	1,475	(5,151)	4,186	510
Looking @ Art	1,523	(1,660)	1,015	878
Money Matters	232	(773)	784	243
Music Appreciation	476	(770)	685	391
Philosophy	153	(476)	496	173
Solos	145		100	245
Walking in London	168			168
Wine Appreciation	60	(497)	670	233
	5,963	(15,830)	14,173	4,306
Start Up Funds From Dormant Groups	805			805
Increase/(Decrease) in start up funds		492		492
	6,768	(15,338)	14,173	5,603
Cash Floats				
Local History (Heart of Herts)	11		13	24
Music Appreciation	50	(50)	70	70
Wine Appreciation	12	(28)	26	10
	6,841	(15,416)	14,282	5,707

RADLETT AND DISTRICT U3A
EVENTS COMMITTEE FINANCIAL STATEMENT
FOR THE YEAR ENDED 31st AUGUST 2023

Balance Brought Forward		6,237
Future Trips brought forward from last year:		
Receipts	(4,603)	
Payments	<u>6,205</u>	1,602
Receipts for Trips	36,134	
Payments for Trips	(35,612)	
Other Income	137	
Other Expenditure	<u>(206)</u>	453
Future Trips carried forward to next year:		
Receipts	3,741	
Payments	<u>(2,544)</u>	<u>1,197</u>
Balance Carried Forward		<u><u>9,489</u></u>

RADLETT AND DISTRICT U3A

ASSET REGISTER

AS AT 31st AUGUST 2023

	Item	Date Purchase	Cost	Keeper
Monthly Meetings & Groups	Projector and Case BENQ-WIDE THROW TYPE	Sep-15	496.31	Simon Pyzer
	Laptop LENOVO + bag + cables, upgraded with SSD Nov 2021 (cost £64)	Oct-15	383.99	Simon Pyzer
	Portable Voice Amplifier and headset for walks and talks	Apr-23	25.99	Danny Goldstein
	Wireless Presenter KENSINGTON , kept with BenQ	Jul-15	19.99	Simon Pyzer
	2 non-contact Thermometers	Oct-21	40.00	Diana Lobato
	Smartphone Tripod for Hybrid Meetings	Nov-21	12.73	Oliver Cahn
	Laminator & Pouches	Jan-13	40.00	Stephen Summers
	Portable Projector Screen	Jan-20	39.96	David Bagon
	Sound equipment donated by Chiswell Green U3A - 2 speakers + stands, PA amplifier			Vivienne Schuster
	Portable Sound System - Small Hall	Nov-16	125.00	Vivienne Schuster
	2 Hand-Held Radio Microphone Systems - AUDIO-TECNICA	Feb-17	247.08	Vivienne Schuster
	Tie-Clip Radio Microphone System AUDIO TECNICA	Apr-17	162.78	Vivienne Schuster
	Clip-on Microphone AKG	Jan-20	55.00	Vivienne Schuster
	Tea Pot and Hot Water Urn	Feb-17	86.10	Adrienne Cohen
	A3 Printer/Scanner BROTHER J6530	Sep-18	149.99	Radlett Museum / History Group - Graham Taylor or Stuart Nagler <i>admin@radlettmuseum.com</i>
	First aid Bag and contents	Apr-17	68.85	Stephen Summers
Membership	Laptop Computer + bag and wheelie	Oct-14	349.25	Sue Cohen
	Laptop Computers SSD drive upgrade	Nov-21	127.98	Sue Cohen
	Laptop Computer screen replacement	Mar-22	100.00	Sue Cohen
Other	Microsoft Licence Professional 2010 for 3 Computers	May 2013 (1) and Nov 2014 (2)	200.00	Sandra Taylor
	Microsoft Office	May-20	60.00	Adrienne Cohen
	Microphone system for outings etc	Jun-18	59.99	Stephen Summers
Events	Events Display Board	Jan-14	85.00	Vivien Summers
Science and Technology	Celeston Optical Telescope + Tripod + Eyepieces and Filters	Dec-14	1,238.00	Peter Altman
Film and TV	DVD Player (plus Screen, Projector, Speakers etc donated)	Feb-23	32.99	John Tilsiter
Intermediate Bridge	Bridge Equipment	Per Schedule	579.00	Jerry Packman
Duplicate Bridge	Bridge Equipment	Per Schedule	1411.97	Gary Harding
Beginners Bridge/2nd Int	Bridge Equipment	Per Schedule	145.00	Jerry Packman
Canasta	Table Cloths and other Equipment	Per Schedule	72.00	Marion Krieger
TOTAL			6,414.95	