

Chair's Report - Review of 2019/2020

Well, the good news is our year started off very well. We were able to offer our members 128 Groups, plus all the other regular events in our Programme.

Our Coffee Club and Lunch Around the World continued to be very popular prior to lockdown, and there was a very enjoyable, well supported, Christmas Lunch held at The Queens Hotel. Many thanks to all those people who worked so hard in organising these events.

- Last December also saw a brand new event for us, a Christmas Concert, and this was performed by members of our Singing Groups. It was held at Immanuel Church, Southbourne, and organised by the Group Leader, Ian Peters. This event raised in excess of £500 for our U3A. I would like to say a big thank you indeed to all who participated and volunteered behind the scenes, making it such a successful event.

During January I held discussions regarding General Data Protection Regulations with our IT support company, Rejuvenate. They advised me that we needed a secure U3A website to operate within the new legislation introduced in May 2018. As a result, we have transferred to Microsoft Office365 for all email communications and documentation. This means that you will now be receiving emails from a Bournemouth U3A address, which many of you will have already noticed, rather than a committee members' personal email address. Needless to say, this came at a cost, but was something we had to do to ensure we didn't fall foul of the regulations and possibly incur a heavy fine.

Due to the country being put into a national lockdown, all our Groups and activities were halted in March. Unfortunately, that meant the Torquay holiday had to be cancelled, as well as all the other events already organised throughout the year, with the exception of the Italian holiday, which was postponed until last September.

Some of our outdoor groups have started up again and are operating within the now mandatory number of 6 people. Group Leaders have all submitted full Risk Assessments, as have the members who participate.

The Committee have had an extremely busy and unprecedented year. The summer term siesta of our Programme created a lot of additional work and we were dealing with issues we've never even had to think about before. As a result of national restrictions, and the closure of Groups and activities, the Committee agreed that we would extend current membership fees to the 31st December 2020. The decision taken to remain closed, has been made by the Committee based on Government and National Office guidelines, which we have carefully monitored.

Whilst we have been closed, we have still had to pay our bills, for example office rental, computer support, and telephone line etc. During March we had to pay the National Office

subscription of £3.50 per head, and of course we have continued to issue our quarterly Newsletter, which costs approx £1.00 a head. Without any income so far this year, I'm sure you can imagine how our reserves are being seriously depleted. Rod Jackson, our Treasurer, will give you more information regarding the Accounts in his report. As a result, the Committee also took the decision to switch to the encrypted database/accounting system, named Beacon, on hold for the foreseeable future. Beacon is the IT system recommended by National Office for all local U3A's.

During this difficult time we have been offering some online activities to our Members. Throughout the lockdown months there were weekly talks by one of our Group Leaders, Neil Meldrum, which proved very popular and they will be continuing this autumn. We have also provided a link on our website to a company called Mirthy, who offer weekly online talks. All of these activities have been circulated via email to our online members and have again proved to be quite popular. We have also posted many links on our website to free online activities and entertainment.

Several Groups have continued online by switching to Zoom, and some new Zoom Groups, such as our Book Club, have been created. These Groups have been very successful and proved popular with our members. I would like to thank all those Group Leaders and members who helped get this underway. We now have in excess of 14 Zoom groups running. We also have a Facebook Book page, set up by Mavis Jackson, one of our Group Leaders. Mavis also regularly writes articles for local magazines, helping to promote our organisation.

We, the committee, have been very aware of our members who are not online, and we have continued to produce a Newsletter quarterly to ensure they are kept up to date with what is happening. The Newsletter is sent to all members, as well as being posted on the News page on our website.

And just a reminder that we currently have a vacancy on the Committee for a Vice Chair. We also have a non Committee vacancy for the role of Shadow Secretary. It is never too late to express an interest in either of these roles. You can always contact me at chair@bournemoutheu3a.org.uk to discuss these role vacancies.

BOURNEMOUTH U3A

RECEIPTS & EXPENDITURE FOR THE YEAR TO 30th JUNE 2020

<u>2018/19</u>	<u>RECEIPTS</u>	<u>2019/20</u>	<u>2018/19</u>	<u>EXPENDITURE</u>	<u>2019/20</u>
47,640.00	Membership Fees	35,219.00	38,303.15	Accommodation	28,766.30
980.01	Short Tennis/Badminton/Computer	838.01	242.10	Publicity	(27.92)
7,811.64	Gift Aid Repayment	8,562.13	6,165.50	Newsletter/Brochures-Printing/Post	4,897.00
170.20	Miscellaneous Income	38.00	4,002.51	Office Costs	2,970.24
321.90	Monthly Meetings	56.05	749.23	IT Costs	916.88
882.50	Gala Party	-	480.53	Monthly Meetings	20.00
1,851.50	Donations	57.00	274.50	Gala	-
-	Other Events	-	898.09	Group Leaders	-
77.92	Bank Interest	87.12	94.00	Other Events	148.99
9,328.40	Social Events	8,792.10	55.23	Travel	-
			300.60	Annual Fees	176.00
			3,790.50	U3A Head Office Membership	3,843.00
			258.67	Equipment	79.31
			829.29	Capital Equipment	806.95
			8,587.12	Social Events	7,943.83
			4,033.05	Surplus (Receipts less Expenditure)	3,108.83
<u>£69,064.07</u>		<u>£53,649.41</u>	<u>£69,064.07</u>		<u>£53,649.41</u>
				Analysis - Office costs	
			1,827.00	Office Rent	1,370.25
			998.25	Telephone	786.11
			226.80	Photocopier	230.23
			480.20	Office Sundries	357.05
			320.26	Postage	226.60
			150.00	Donation	-
			<u>4,002.51</u>	Total Office Costs	<u>2,970.24</u>

BOURNEMOUTH U3A

BALANCE SHEET at 30th JUNE 2020

<u>2018/19</u>	<u>ASSETS</u>	<u>2019/20</u>	<u>2018/19</u>	<u>LIABILITIES</u>	<u>2019/20</u>
14,432.93	1 Barclays Current Account	5,403.39	1,751.14	Accruals	445.50
13,036.82	1 Barclays Savings Account	35,123.94			
3,543.44	Social Fund	2,690.01			
196.30	1 Petty Cash	129.74			
31,209.49	Total Bank & Cash	43,347.08			
1,198.30	2 plus Advance payments	-	21,401.24	Balance brought forward	28,534.75
32,407.79		43,347.08	3,100.46	T/F from Social Fund	-
4,537.50	3 Less deferred income	14,118.00	4,033.05	Surplus/(Deficit)	3,108.83
27,870.29		29,229.08	28,534.75	Balance carried forward	31,643.58
2,415.60	Stock Postage stamps	2,860.00			
30,285.89		32,089.08	30,285.89		32,089.08

Prepared by Rod Jackson FCCA Treasurer

Audited by John Furseman

Note 1

Bank and Cash

	Funds at 1/7/2019	Accruals/ Deferrals Transfers	Surplus/ (Deficit)	Funds at 30/6/2020
Current Account	14,432.93	(28,438.64)	19,409.10	5,403.39
Savings Account	13,036.83	22,000.00	87.11	35,123.94
Social Account	3,543.44	(1,701.70)	848.27	2,690.01
Petty Cash	196.30		(66.56)	129.74
Balance 30/6/17	31,209.50	(8,140.34)	20,277.92	43,347.08
Postage Stamps	2,415.60	3,050.00	(2,605.60)	2,860.00
Accruals/Deferrals	-5090.34	-9473.16	0.00	(14,563.50)
	28,534.76	(14,563.50)	17,672.32	31,643.58

Note 2 **Advance payments**

Nil

Note3 **Deferred Income**

14,118.00

(Summer Term income deferred
as no courses due to Covid 19)



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name BOURNEMOUTH USA

On accounts for the year ended

30 JUNE 2020 Charity no (if any)

Set out on pages

1-6 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
the accounts did not accord with the accounting records; or
the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

J Furseman

Date:

16/9/20

Name:

J FURSEMAN

Relevant professional qualification(s) or body (if any):

CHARTERED INSTITUTE OF PUBLIC FINANCE & ACCOUNTANCY (CIPFA)

Address:

13 RAVINE ROAD

SOUTHBOURNE

BOURNEMOUTH BH5 2DT

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here details of any items that the examiner wishes to disclose.

[Empty box for disclosure details]