



Learn, laugh, live

# The Third Age Trust Annual Report and Accounts

For the period ended 31 March 2020



# Welcome to the Annual Report of The Third Age Trust

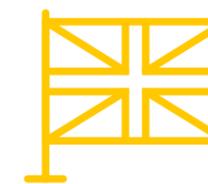
From the Chair and Chief Executive Officer



**3%**  
increase in our membership



**450,000**  
members across the UK



**11,000**  
new members this year throughout the four nations and islands



**40,000+**  
interest group facilitators



**300**  
plus Trust Volunteers

While the very end of the Trust's financial year was under the shadow of the Covid-19 pandemic, we are delighted to report that the U3A movement has seen steady growth over this year with a 3% increase in our membership of over 11,000 new members throughout the four nations and islands

Even the challenge of the pandemic has not dampened the U3A spirit and thank you to all our members, U3A committee members, volunteers, the staff team at the national office and the trustees who have worked hard to stay open for business even though it has been virtual and not face to face. Everyone has worked hard to stay connected and active during this period of restricted movement and our newly formed Keeping in Touch Facebook page has proved U3A members are all doing it with energy, kindness, and great humour.

Throughout the year our Trust staff team have tirelessly supported U3As through this unprecedented challenge. Workshops began in physical locations and have been moved seamlessly online; constitutional and financial advice has taken account of social distancing guidelines; and, members have been supported in the use of technology to move relevant U3A activities online. Communications channels, such as our monthly national newsletter, increased their frequency to keep members up to date with changing news and information.

National learning programmes have been developed with engagement from hundreds of members from across the movement. We are proud of our highly successful lockdown diary project which will form part of the Mass Observation Project national archive.

Without doubt an impressive statistic in this report are the 300 plus Trust Volunteers, supporting the work of the movement. Sharing their skills and expertise, volunteers have worked in areas as diverse as our **IT systems** such as Beacon and Sitebuilder; on our **Learning platforms** - from Summer School Tutors to our Subject Advisers; in **Communications**, moderating our social media channels and sitting on our in house magazine editorial board; in **Advice**, delivering training workshops; in **Governance** through our U3A committees; and, through the board directors of both the Trust and the trading company. Most of all through more than 40,000 interest group facilitators - the "beating heart" of our movement - and U3A committee members.

What has shone through this year is how our members, our volunteers and staff have worked together with determination and enthusiasm to ensure the movement remains diverse, vibrant, and unique

The Trust has benefited from the vast reservoir of career experience that exists within a membership of 450,000, thereby ensuring grass root opinions are fully heard. Several key Trust Committees are now being chaired by members who have the specialist knowledge required to address complex issues such as inclusion and diversity.

During the year, decisions were taken to upgrade both the Beacon management system used by U3As and separately to provide the Trust with the technology it needs to enhance its support, advice and service to members. There is a revised delivery timetable to deliver the migration of U3As on to the new Beacon system following COVID-19 delays; the Trust upgrade remains on schedule.

Third Age Trust Trading Limited (TATTL) was registered in 2019. As a result, Beacon, Third Age Matters, and the online shop have been transferred from the Trust. TATTL has partnered with Brand IQ to provide members with U3A publicity material and in future branded products, including clothing, via the online shop. It is expected that TATTL will provide other benefits to members. However, decisions in this area will only be taken after consultation with members and are consistent with maintaining the good reputation of the Trust.

After 20 years as Editor of our in-house magazine, Third Age Matters, Francis Beckett retired at the end of 2019 and the Trust appointed Joanne Smith as the new Editor. Since the February issue, readers will have noticed a new look to the content and layout. Increasing numbers of members are signing up for the monthly national newsletter and there has been greater use of the Trust's social media platforms. All our communication channels reflect the vibrant voices of members in the movement and we encourage them to share their experiences, stories, and ideas.

In order to ensure that the benefit of U3A membership reaches a wider public, the Trust is establishing a "coalition of common interest" with those UK organisations that share our charitable objective - recognising the incredible contribution members make to communities across the United Kingdom. One of the aims of this initiative will be to develop a platform that presents a positive message surrounding active ageing. In addition, it has launched Trust U3A so that members of the public, wishing to join their local U3A, can experience what membership offers until their local one is fully open again, post Covid.

During the coming year, the focus will continue to be on the implementation of the Trust's medium-term Development Plan the main themes of which continue to be the delivery of an online Learning Hub; to raise the external profile of the movement and to internally further develop the movement.

We hope that this annual report and accounts demonstrates how seriously the board takes its fiduciary responsibility to oversee the Trust resources. Board members, using their wide diversity, career experience and service to the movement, ensure that the U3A guiding principles remain at the heart of their decisions.

**We have a movement of very talented members who have shown their support, empathy, willingness to share ideas and experiences and, more importantly, to continue to Learn, laugh, live.**



**Sam Mauger**  
Chief Executive Officer

*Sam Mauger*



**Ian McCannah**  
Chair

*Ian McCannah*

## Reference and Administrative Details

### The Third Age Trust

The Third Age Trust is a company limited by guarantee (01759471) incorporated on 6th October 1983 and registered as a charity (288007) on 14th November 1983. It has a subsidiary trading company named Third Age Trust Trading Limited (11899419) incorporated on 22nd March 2019 and started trading on 1st April 2019 to further the aims of the Trust.

### The Board of Trustees

Members of the Board of Trustees who held office during the financial year 2019/20 are listed in this report.

### National Office

Company Secretary/Chief Executive  
Sam Mauger

### Registered Office

Unit 104, 156 Blackfriars Road,  
London SE1 8EN

### Professional Advisers

#### Auditor

Haysmacintyre LLP  
10 Queen Street Place,  
London EC4R 1AG

#### Bankers

Barclays Bank PLC  
188 Clapham High Street,  
London, SW4 7UF

#### Insurance Brokers

Arthur J. Gallagher  
Goodridge Court,  
Goodridge Avenue,  
Gloucester, GL2 5EN

### Directors/Trustees 2019/20

#### Officers

Ian McCannah, Chair  
(Elected 30th August 2018)

Hilary Jones, Vice Chair  
(Elected 30th August 2018)

Richard Teare, Treasurer  
(Elected 30th August 2018)

#### Regional Trustees

Auriol Ainley, West Midlands  
(Elected 31st August 2017)

John Bent, London  
(Elected 31st August 2017)

Jeff Carter, East of England  
(Elected 24th August 2016)

Valerie Cobain, Northern Ireland  
(Elected 29th August 2019)

Bob Duckmanton, South East  
(Elected 31st August 2017)

Jean Hogg, East Midlands  
(Elected 30th August 2018)

Ann Keating, Scotland  
(Elected 29th August 2019)

Jill Nicholls, South West  
(Elected 31st August 2017)

Sandi Rickerby, North East  
(Elected 29th August 2019)

Gillian Russell, North West  
(Elected 24th August 2016)

Sue Stokes, Yorkshire and the Humber  
(Elected 31st August 2017)

Chris Winner, Wales  
(elected 30th August 2018)

Ed Link,  
(co-opted until 29th September 2020)



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# Trustees' Report

## Introduction

The trustees submit their consolidated reports and financial statements for the period ended 31 March 2020. The financial statements relate to The Third Age Trust, registered as a charity [288007] and company limited by guarantee [1759471] and its subsidiary trading company Third Age Trust Trading Limited [11899419]. The accounts have been prepared on the basis of accounting policies set out in note 1 to the financial statements and comply with the Articles of Association of each company, applicable law and the requirements of the Charities Statement of Recommended Practice (SORP) FRS102 and the Companies Act 2006.

## Structure, Governance and Management

The Third Age Trust [the Trust] is governed by its Articles of Association adopted on 21 March 2018. Third Age Trust Trading Limited [TATTL] is governed by its Articles of Association adopted on 22 March 2019. The operational relationship between both entities is defined in the accountability document that relates to both entities and accompanying terms of reference.

## The Board

Under the Articles of Association, the Board consists of three officers, a Chair, Vice Chair and Treasurer, each elected for a term of three years and twelve regional trustees each elected for a term of three years from nine English regions and three devolved nations; Northern Ireland, Scotland and Wales. Regional trustees have the opportunity to stand for election for two further terms of one year. The trustees have the power to co-opt three additional national trustees. One trustee was co-opted until 29 September 2020 to lead on the strategic development of communications and external affairs.

Trustees do not receive remuneration or any other personal benefit from the activities of the charity.



## Organisation

The activity of the Trust is founded on the guiding principles of the University of the Third Age movement. These are:

### The Third Age Principle

- Membership of a U3A is open to all in their third age, which is defined not by a particular age but by a period in life when fulltime employment has ceased
- Members of a U3A promote the values of lifelong learning and the positive attributes of belonging to a U3A
- Members of a U3A should do all they can to ensure that people who wish to join a U3A can do so

### The Self-help Learning Principle

- Members of a U3A form interest groups, covering as wide a range of topics and activities as they desire, by the membership for the membership
- No qualifications are sought or offered. Learning is for its own sake, with enjoyment being the prime motive, not qualifications or awards
- There is no distinction between the learners and the teachers; they are all members of a U3A.

### The Mutual Aid Principle

- Each U3A is a mutual aid organisation, operationally independent but a member of the Third Age Trust, which requires adherence to the guiding principles of the U3A movement.
- No payments are made to individual members for services rendered to any U3A
- Each U3A is self-funded with membership subscriptions and costs kept as low as possible
- Outside financial assistance should only be sought if it does not imperil the integrity of the U3A movement.

Normally five two-day meetings of the Board provide the Trust's main governance forum. The Board receives reports and recommendations from a number of sub committees and working groups that allow the Trust to fulfil its objectives. Membership includes both Trustees and members drawn, for their expertise, from the movement. The Board is attended by the Chief Executive, who is also Company Secretary in a non-voting capacity and from time to time the senior managers from the National Office. In order to manage the Trust during the Covid-19 pandemic, the Board has met remotely using real time videoconferencing on a more regular basis.



The Trust arranges its affairs through a wide range of sub committees and working groups with the aim of benefiting from the expertise within the movement. The sub committees include Beacon Working Group, Communications and External Affairs Committee, External Affairs Working Group, Development Committee, Regional Support Working Group, Supporting Growth Working Group, Diversity and Inclusion Committee, Finance Committee, Governance Committee, International Committee, Learning Committee, Content and Resources Action Committee, Digital Infrastructure and Content Delivery Action Committee, Research Committee, Shared Learning Projects Committee, Supporting the Movement Working Group, TAM Editorial Board and the Trust Development Plan Steering Committee All of these have continued to meet remotely during the Covid-19 pandemic.

Third Age Trust Trading Limited has a board of directors and is required under its articles to have a composition where the majority of the Board membership is from the Board of Trustees of the Third Age Trust. There are currently four directors in this category. The remaining two members of the board, including the Chair of the trading company, are appointed from the U3A membership. TATTL meets at least five times a year and has met remotely during the Covid-19 lockdown.

The National Office provides support, advice and guidance to U3As. The Trust team is managed by the Chief Executive Officer supported by 18 staff, some working full time and some working part time. They provide a telephone and email advice line covering areas such as constitutional, financial and operational matters. They support the teams of over 300 volunteers, national events including an annual conference in 2019 and a virtual AGM in 2020, support for some regional events, national summer schools, training, and the resource library as well as providing the Beacon service. The movement is focused on self-directed peer to peer learning and U3A members are at the heart of all decision making.

## Trustee Induction

A day of introduction to the Board to provide an overview of the governance arrangements and to provide peer support to new Board members took place in October 2019. Induction continued with an opportunity for them to attend a two-day training course, including briefings on:

- their legal obligations under Charity and Company Law
- the governance structure of the charity and company
- the financial position of the Trust and the budget
- their specific roles and responsibilities
- communications
- The Trust's Medium Term Development Plan

In addition, all trustees participate in regular training sessions which form part of the two-day board meetings. In the last year this has included training on understanding and questioning annual and statutory accounts and training on Microsoft applications used by the Trust.

## Pay Policy for Senior Staff

The pay of the Chief Executive Officer, senior managers and staff is reviewed annually by the Officers taking into account remuneration of equivalent roles in similar charities, together with the performance of each staff member. This will be considered very carefully in the foreseeable future to take account of any pressures resulting from Covid-19.

## Risk Management

The Trustees have a risk management strategy which comprises:-

- regular review by the Board, of the principal risks and uncertainties that the charity faces and a review at each governance committee meeting.
- the establishment of policies, procedures and systems to mitigate risks identified in an annual review.
- implementation and monitoring of procedures designed to minimise or manage any potential impact on the charity, should risks materialise.
- establishing project oversight groups to focus on any major new line of activity or business

## Trustees' Report

### Risk Impact of Covid-19

The Trust has reviewed the impact of Covid-19 on its activities, by undertaking a detailed examination of all its charitable and trading activities.

The pandemic has had a significant impact on the operational activity of the Third Age Trust and the movement of U3As. The U3A model is built on the concept of peer to peer learning undertaken in groups on a face to face basis mainly in members' homes or in community venues. Those participating in the U3A movement are retired from fulltime work and a significant number are aged over 70. Many members fell into the category of being asked to minimise social contact.

The Trust has considered the dual impact of Covid-19 on the U3A movement as a whole, its impact on the Third Age Trust and its capacity to support the movement during this unprecedented period and to build a resilient future together with U3As.

The Trust is keeping all activity under very close scrutiny with the aim of ensuring stability for the movement for the foreseeable future. This includes a focus on resourcing, expenditure and investments to ensure greater future efficiency.

The lines of business within the Trading Company have had less immediate impact, with the exception of advertising in the Third Age Matters magazine. However, the future impact of Covid-19 on all lines of business rolling into 2021 is considered to remain a potential key risk and therefore will remain under close review.

The Trustees consider that the consequence of Covid-19, and the legacy of lockdown on the resilience of the movement are the most significant risks currently facing the movement and the Third Age Trust Group.

### Registered Office

The Trust suffered the impact of a significant leak of grey water in the registered office building early in 2020 which required immediate evacuation and relocation. This had a temporary effect on service delivery of about a week, but the charity was advised not to return to the space until adequate repairs had been undertaken due to the nature of escaping water. The charity has now exercised a break clause in the lease and has relocated to an alternative property under a monthly rolling licence arrangement. As a result the Trust changed its registered office address.

### Risks in the prior period

Risks highlighted in the previous reporting period included firstly the creation of a Trust trading company (Third Age Trust Trading Limited) to satisfy HMRC requirements. The development of the trading company has required a number of contracting, reporting and operational changes. These have taken time to implement and the Trust and TATTL have required significant external expert advice. The Trust and TATTL recognise that a sustained communication plan is required with the movement to ensure that the relationship is well explained and understood by the membership.

The second major risk highlighted in the previous period was the potential failure to meet the Beacon upgrade programme deadline of March 2021. This has been kept under regular review. It remains a key risk for the Trust. Taking into account the impact of Covid-19, establishing the working relationship with the programme partner and allowing U3As the right time to migrate in a twelvemonth period, the programme's deadline has been extended to March 2022.

**Volunteering has been central to our Covid-19 response. Volunteers have offered support remotely to U3As in all areas of their activities**

# 3,600

Keeping in Touch Facebook page has attracted over 3,600 participants since March, with over 1,000 members joining in the first week

### Covid-19 Response

At the beginning of lockdown many U3As advised that they would reduce their activities or close. The Trust undertook a review of U3As' activities in March 2020 and then allocated support where needed to enable U3As across the United Kingdom, Northern Ireland and islands to open remotely. Training has been provided on using video conferencing to enable peer to peer interest groups to continue. Members across the movement have responded speedily to adopting technology new to them. Good practice from U3As has been shared widely and discussion forums on learning, organisational support and using the membership management system have been launched.

Facebook has been used as a vehicle to provide online community discussion across the movement. The closed Keeping in Touch Facebook page has attracted over 3,600 participants since March, with over 1,000 members joining in the first week. It has proved to be an extremely effective method of members providing mutual support.

A significant national learning programme has been developed to enable members to share learning across subject areas such as photography, creative writing, ornithology, mindfulness, maths, crafts and yoga as well as weekly quizzes. There are also weekly "Keep learning" bulletins where members share their learning resources on a broad range of subjects. A lockdown diary project has produced a resource that will be archived with the Mass Observation Project. The U3A Life in Lockdown film captured the diverse responses to keeping the U3A ethos alive during the pandemic. A U3A radio pilot has been developed with members and it is hoped to have a trial in the autumn. If this is successful, it will be rolled out as part of the post Covid-19 response to strengthen our U3A community. Trust U3A has offered the opportunity for non-members to experience the U3A during lockdown.

Volunteering has been central to our Covid-19 response. Volunteers have offered support remotely to U3As in all areas of their activities. Advice on managing U3As during Covid-19 on everything from walking groups to AGMs across the four nations, have been provided by email, the website, telephone and mailings.

### Public Benefit

The Trustees ensure that they use Charity Commission guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities. The Trustees ensure that all planning and resourcing of activity is to further its charitable objective:

"the advancement of education, and in particular the education of older people and those retired from full time work, by all means including associated activities conducive to learning and personal development"

The Trust's activities produce identifiable benefits to third agers (people retired from full time work) throughout the United Kingdom by increasing and widening the opportunities for informal adult learning and social support. In normal times, the presence of a U3A in a local community can enrich the lives of its residents as evidenced in the 2018 research report "Learning not Lonely" which identified demonstrable wellbeing benefits from participation in the U3A movement. During the Covid-19 lockdown period, public benefit was achieved through the strengthening of the U3A communities' local response to provide mutual and reciprocal support.

## Trustees' Report

The aims of the Third Age Trust are to:

**support learning in U3As and promote the benefits of self-help learning**

**facilitate the growth of the U3A movement throughout the United Kingdom**

**provide advice and support for management in U3As**

**raise the profile of the U3A movement throughout the United Kingdom**

In the first part of the financial year the Trust focused on implementing the actions identified in the Development Plan and allocating resources to them. Details of actions and plans for the future are listed in the Achievements section below. This has been disrupted by Covid-19, but progress has still been made. Central to the work during this year has been extending the services offered to U3As. Emerging from Covid-19 and lockdown, the Trust focused attention on providing support to U3As to enable as many as possible to remain open. The Trust Office has remained open throughout this time with the staff team and volunteers working remotely using our cloud-based office and phone system.

The Trust has focused on developing efficiency savings in its systems. The Trust Upgrade programme is central to this and will involve developing, amongst other things, an integrated database, updated website, and a Learning Hub for U3A members to directly access learning material they have requested from the Trust. Running alongside this is the Beacon Upgrade which will be delivered between April 2021 and March 2022 allowing U3As the opportunity to upgrade at the time that is right for them. This will include a new and fully accessible local U3A website. The Beacon Team have

been developing the training and migration programme to support U3As with this transfer.

The Trust established a wholly owned subsidiary, in order to satisfy HMRC requirements, Third Age Trust Trading Limited (TATTL) – which has been working to strengthen its lines of business - Beacon, Third Age Matters and various types of merchandise. TATTL has been acting to ensure that the trading activities meet with ICO, HMRC and Charity Commission requirements. This resulted in Beacon transferring to TATTL in December 2019 and having the arrangement backdated to 1st April 2019. During 2019, the Trust consulted with members about their interest in being provided with additional benefits for U3As and their members. A merchandising and marketing material platform has been agreed. This will enable U3As to order and personalise their marketing literature, as well as for U3As and their members to order merchandise, including clothing. Separately, the Trust is investigating various companies offering discounts on products and services to U3A members.

The Development Plan progress has been assessed against the Trust's four strategic aims. Below are details of associated achievements and future plans.

U3A Eye

Top image:  
Credit Angela Owen  
Worcester

Bottom image:  
Rosemary  
Rugby U3A



# Achievements

## Strategic Aim 1:

### support learning in U3As and promote the benefits of self-help learning

The current progress in the development of learning across the U3A movement has focused on implementing the 105 learning recommendations outlined in the Learning Working Group report which was published July/ Summer 2020.

The Learning Committee and two action committees were set up in Autumn 2019 to extend the scope of the former Standing Committee for Education.

One is the Content and Resources Action Committee (CRAC). Purpose: to evaluate the learning resources already available and identify further sources of high-value content, which may be delivered in a variety of ways. The other is the Digital Infrastructure and Content Delivery Action Committee (DICDAC). Purpose: to consider and identify potential platforms for content delivery and online collaboration.

It is acknowledged that there are many overlapping considerations and dependencies across all four strands of the Development Plan.

The Action Committees had identified their strategies for progressing and implementing their aspects of the learning plan but Covid-19 has forced an acceleration in some aspects of learning and communication from within the movement, particularly in the extended use of virtual meetings, online courses and activities. This means that some of our earlier plans have now been superseded and necessitated a review of a number of aspects of the Learning Development plan.

To rise to the challenge of Covid-19 and lockdown, the Trust developed a range of national learning programmes. The response to these from members was phenomenal and included U3A Eye, a photography programme with over 1,100 photos, creative writing with over 340 pieces submitted, Bird Track, Maths, Made-it, Make it (a craft programme), as well as sessions on mindfulness, yoga, keeping fit with Mr Motivator, Quizzes and weekly learning resource bulletins and lectures. The Diary Project of life in lockdown produced some vivid, lived experiences and the Mass Observation Project has agreed to keep these as a permanent archive. Shared Learning Projects reported that there are in excess of 35 SLPs currently either active or planned across the movement.

Work has progressed to strengthen the support and development of learning and to work towards the aims of the Development Plan. Learning in the plan has been reshaped and updated to reflect the lessons provided by Covid-19. The subject advice and the learning area of the website continues to be strengthened. Evidence from the survey of Subject Advisers' requirements for a learning hub is in first draft. There has been a drive to benefit from the expertise of subject advisors. This has included developing the Subject Advice and resources, identifying subject groupings, recruitment of more advisers to fill subject gaps, capacity building, succession planning and the production of an updated Subject Adviser Handbook.

Work on developing a plethora of learning resources has continued. This included progress with hosting a range of internet links and resources. This is currently housed within the Liberty Library system used by the Resource Centre and will form part of the new learning platform. Research is planned to investigate how best to provide audio-visual content for interest groups, for example, via centralised streaming licences. Partnerships are being developed with organisations who will share digital learning resources with the U3A movement.

### Plans for the Future

Moving forward, there are a number of initiatives being considered, developed or currently active.

The intention is to provide a variety of content and resources via appropriate delivery methods, for Subject Advisers, U3As and individual members. In order to ensure the content is useful and appropriate, there needs to be a consultation process. This has started with the Subject Advisers; the wider membership will follow.

Member-generated content will also be sourced and, following a quality assurance process, appropriate content will be made available to U3As and the wider membership. The Learning Blog Sources (?) has grown to receiving an average of 7,000 to 9,000 views per month. To broaden the range of sources, as well as to identify relevant content providers, we intend to form mutually beneficial partnerships and links with other organisations that have a learning/education focus. We are currently in discussion with some possible partners.

Delivery of the content and resources will require a new multi-function learning platform. It will sit within the overall Trust upgrade. It is envisaged that members will

be able to access online courses, download content, participate in online activities and attend online talks and webinars. The process of identifying appropriate delivery mechanisms has started. The specification for the learning platform is being developed. This will be supported by a series of virtual roadshows of learning initiatives for members as free ticketed events over Zoom. A Zoom classes pilot using Summer school content is being tested. It is hoped that this will increase accessibility and complement the highly successful residential summer school courses for specific topics in the future. To complement online learning, Digital Learning Champions will be recruited.

Plans to trial U3A internet radio sessions are being developed.

Copyright guidance is being finalised to support relevant interest groups. A framework for sharing U3A resources is also being developed.

Plans to celebrate the U3A's focus on learning are underway for the 40th anniversary celebration in 2022.

## Strategic Aim 2:

### provide advice and support for management in U3As

The Trust supported over 700 U3As in making changes to their constitutions in the last 12 months. In addition, a revised model Unincorporated Association constitution has been completed for Scotland and Northern Ireland. A Charitable Incorporated Organisation model constitution for England and Wales, and a company limited by guarantee model constitution for Northern Ireland, have been completed. Considerable work on developing advice guidance to support U3As has continued.

As well as supporting individual U3As, there has been a focus on Networks. The Network Link has continued to successfully facilitate the exchange of ideas, information, events and support between networks though twice-yearly meetings. Over 34 Networks were represented at the October 2019 meeting. Two model constitutions for networks have been produced recognising that some need to be registered with

the Charity Commission and others have not met the threshold. A Network Affiliation Agreement has also been produced to formalise U3A groupings' relationships with the Trust.

There are now three bitesize workshops available - Succession Planning, Interest Groups and Communications: it is hoped that Networks may be able to incorporate these into their meetings where there is a demand. Advice to support and encourage networks has been formulated and circulated to all network contacts.

The organisational U3A Health Check, which has proved a useful tool for U3A committees, has been updated and will be circulated to all U3As.

Trust Volunteers are central to extending the reach of the services offered to U3As. A comprehensive survey of all Trust Volunteers identified where they are located and listed the support topics that they are willing to offer to U3As. Since lockdown, Trust Volunteers have been active across the movement using both video conferencing and telephony.

### Plans for the future

Whilst advice and support for starting new U3As is being developed, the main focus is on resources to help and support U3As coming out of lockdown. Plans to improve communications across the organisation are being discussed with a view to developing these lines through Trust Volunteers, Regional Trustees and networks and then onto U3As and individual members. Online training videos and bitesize workshops are being developed with the number and topics increased. Financial and Insurance advice is being recorded on video to assist in explaining areas of U3A management which can be complex. Research into the effects of a new U3A on existing U3As will continue as well as how to record relevant information, about members to assist in future development, whilst staying within GDPR guidelines.

The Trust is working to extend its telephone and email advice service and is piloting a Zen Desk system that ensures the team have access to consistent responses on complex advice queries and to ensure each advice query is assigned and completed.



## Achievements

# 4,000

Nearly 4,000 members on Facebook. Within a month, there were 1,300 posts – averaging at about 40-50 posts a day.

### Strategic Aim 3:

#### facilitate the growth of the U3A movement throughout the United Kingdom

At the commencement of the year the focus had been on stimulating growth. Advice relating to the formation of Regional Support Teams had been produced and circulated to all Regional Trustees. Over 40 detailed case studies of U3As with successful growth have been collected and circulated to share positive ideas with the membership. Tips and suggestions for growth have been collated from the case studies. The start-up document for Trust Volunteers (TVs) to use with new U3As has been reviewed and updated with their feedback. Following requests from the movement, Social Prescribing literature and a poster have been provided for local U3A use.

Covid-19 has changed the focus of the development work. National workshops are being reviewed, updated with feedback from trainers and attendees and being piloted for online use. A Trustee Induction video has been launched and is being evaluated. The focus is now more on developing help and support for U3As for when 'normal' life is resumed.

The Trust used Volunteers' Week 2020 to celebrate the contribution that volunteers make across the movement. The volunteer film, Life in Lockdown, was launched on Twitter, LinkedIn, Facebook and YouTube to emphasise the resourcefulness of members during Covid-19.

During 2019 the Trust said farewell to Francis Beckett, the Editor of Third Age Matters. This key communication vehicle with U3A members was redesigned by the new Editor Joanne Smith who started in post in December 2019. Joanne has managed to encourage participation from known household figures such as Esther Rantzen and Pam Ayres. The magazine has received excellent feedback from the membership. The monthly e-newsletter now reaches 25,866 members and is continuing to grow between 500 to 1,000 a month.

#### Plans for the Future

Ambassadors and Media Assistants' role descriptions have been produced and a recruitment drive is planned. The Media Assistants will be part of the Regional Support Teams – so that every region has a member who can assist U3As with publicity and associated initiatives.

To underline the importance the organisation places on diversity and inclusivity, the Diversity Working Group and U3APlus have combined to form a stand-alone Diversity and Inclusion Committee. The focus of its work will be to embed equality and inclusion into all Trust policies and practices, thereby extending our reach.

We expanded our social media offer with a closed Facebook group – Keeping in Touch (KIT) - which now has nearly 4,000 members. Within a month, there were 1,300 posts – averaging at about 40-50 posts a day. Social media and online discussion groups are becoming useful pillars to support growth within the movement, particularly during a period of lockdown.

The Development Committee is joining with CEAC to form a working group to implement the recommendations of the Forsters' report, including the provision of resources for U3As to facilitate recruitment of new members. This will be made available once U3As are meeting regularly.

### Strategic Aim 4:

#### raise the profile of the U3A movement throughout the United Kingdom

##### Achievements

One of the main points raised in the 2018 Development Plan consultation with members was the need to raise the external profile of the U3A movement. There are many benefits of U3A membership for older people, but despite being such a large organisation these are not widely known outside the movement. Promoting and sharing these benefits is a principle aim of the Trust. Although U3A membership grew rapidly for many years, the past ten years has seen a steady decrease in the rate of growth of new U3As and new members.

This downward trend is compounded by a steady increase in the number of U3As reporting a reduction in membership. In addition, as fewer younger people are joining, the membership profile is ageing. With the uncertainties of the situation post lockdown, it is now a high priority to address the long-term sustainability of the movement.

The main thrust of this strategy is to mobilise the movement by encouraging members to share the benefits of U3A membership with as many in their communities as possible. The role of the Trust is to

provide supporting promotional materials and an infrastructure to bind the movement in its shared endeavour. From August last year, the design agency Not On Sunday was appointed and they started to work on a new look and feel for the U3A brand. This brand development progressed with new imagery, colours and fonts. An external agency was also appointed to look at our image to prospective members.

A further strand of raising the profile is to promote the general benefits of positive ageing. We have started to develop relationships with external organisations to promote active and positive ageing. In doing so we will be promoting the much overlooked and large pool of talent, knowledge and experience that resides in 20% of the adult population by pushing back on the damaging and pervasive ageist attitudes in our society.

Media coverage included a headline article in the Metro, the largest UK Newspaper circulation and, in March, a short interview on BBC Radio4's You and Yours. We have started to make links with well-known personalities who were associated with U3A and we have worked with Mr Motivator on a series of U3A dedicated fitness videos.

The plan to raise our profile with major promotional events this year was thwarted by COVID-19. The first casualty was the first U3A Day in June. This was to be a national day of celebration. It was receiving widespread support with over 500 U3As pledging interest. The U3A Day Facebook page was alive with imaginative suggestions and enthusiastic members. Then the fall-back date of 1st October was cancelled due to continued uncertainty. We will hopefully be back with U3A Day 2021 on June 2nd to be followed by the 40th Anniversary celebrations in 2022.

#### Plans for the Future

Whilst we have adapted to the situation with continued support and advice during lockdown, the main thrust of the preparatory work continues although at a reduced pace. The Trust have engaged the services of an innovative graphics design agency and a specialist communications consultancy. We have conducted market research amongst non-members and a round of internal Focus Groups on member reaction to the new imagery. These strands will be pulled together later in the year in preparation for use post lockdown. We have built up a fund of inspiring stories and case studies to show the benefits of U3A membership.

To ensure that this material is both widely and easily available, we are working alongside TATTL with a specialist on-line distribution company. Promotional material, including clothing items, can be customised for local use whilst still preserving the overall U3A brand identity. U3A branded items and publicity material will be available through our new one stop on-line platform to be launched later in the year.

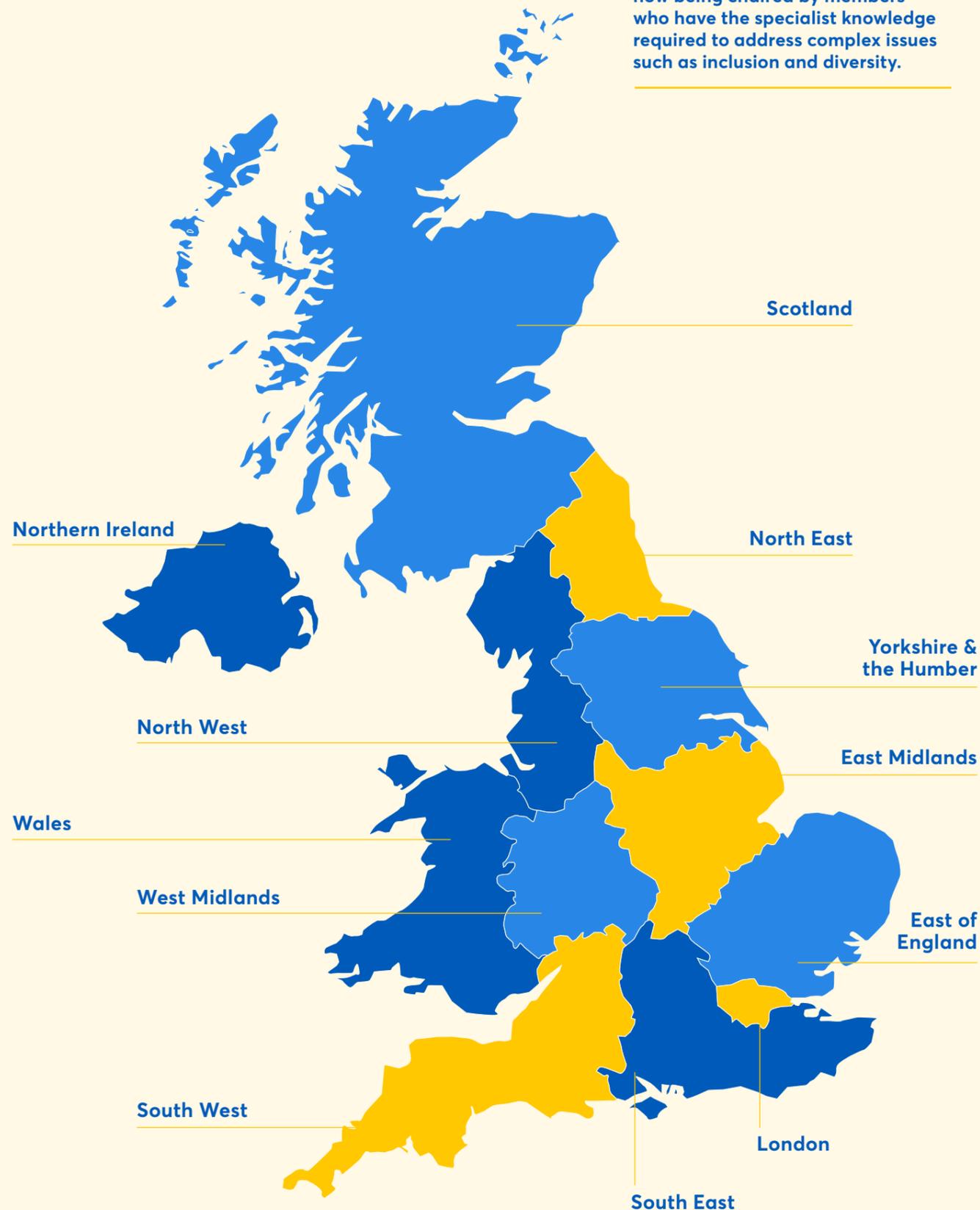
The U3A movement is a massive, if unrecognised, force for social good. The continued success and sustainability of the movement needs a steady supply of new members. Raising our profile and promoting ourselves is obviously in our own interest so that we can continue to enjoy the benefits of membership. But there is a higher ambition in taking the message to a much wider audience so other people can enjoy the benefits of which we are so familiar. The Trust is producing a range of high-quality promotional materials that portray the richness and diversity of the U3A experience in a way that encourages potential members to want to find out more. These materials will provide a clear and consistent message across the UK but will also have the capacity for promoting local U3A activities.

The Communications & External Affairs Committee has built partnerships with Agile Ageing Alliance, Bloomsbury Publishing, John Lewis Partnership and the NatWest Group. CEAC set up a working group looking specifically at External Affairs and, together with the Learning and Development Committees, the movement are considering new partnerships with groups who have common interests to ourselves. Accordingly, we are looking to launch a "push back ageing campaign" in the autumn of 2020.

We built a partnership with a freelance journalist and helped launch a series of podcasts - A Life Well Lived. Since launching in September 2019, we have had more than 2,000 plays of these podcasts, reaching 1,855 members in around 40 days, averaging around 200 plays a week. The podcast was retweeted, reviewed in the Guardian and had plays in the United States, Europe, Australia, Africa, Asia and Canada.

# 450,000

The Trust has benefited from the vast reservoir of career experience that exists within a membership of 450,000, thereby ensuring grass root opinions are fully heard. Several key Trust Committees are now being chaired by members who have the specialist knowledge required to address complex issues such as inclusion and diversity.



## Regional Reports

### East Midlands

The East Midlands Region covers six counties and now has 116 U3As. It has many enthusiastic members who are active in the seven Networks, which vary in size and organisation, but all aim to support U3As in their area. This mutual support has proved invaluable in spring 2020 during the Covid lockdown.

Two new U3As have been launched during the past year, in Derbyshire and Northamptonshire, with another one currently on hold. In addition, many U3As continue to increase their membership and provide opportunities for the U3A to improve the lives of Third Agers. Clearly, retaining members is vital in the current situation and many U3As are doing tremendous work, keeping in touch and providing many online activities, such as newsletters, quizzes, competitions etc, as well as using 'phone trees' to contact those members who do not use the internet. There has also been a very positive increase in the number of members using technology, which will help as we go forward into a rather uncertain future.

Several national workshops have been held and well attended during the past year. Nottinghamshire Network held a successful day on 'Ageing Well', in the autumn, and Leicestershire held a well-attended workshop for Group Leaders.

Sadly, the E M Conference did not happen in April, though it may still be held in October. The Regional Trustee and her Support Team will continue to work with U3As to enhance the lives of Third Agers, whatever the future holds.

**Jean Hogg, East Midlands Trustee**

### East of England

There have been no new U3As formed in the region in the past year, so the total remains at 141. There continues to be an increase in membership of U3As, but the rate of growth is slowing and is roughly in line with the national average. In addition, whilst some U3As have seen significant increases in membership in recent years a small number are experiencing an overall drop in numbers.

Whilst there may be areas in the region where new U3As could be formed, the research conducted so far has not identified any probable locations. The other barrier to further growth is the fact that many U3As meet in small halls where capacity is a limiting factor for monthly meetings.

There are a number of networks some of which are formalised with constitutions, bank accounts and committees while others are much more informal where each U3A hosts the meetings in turn. The benefit of sharing of ideas within a network has been highlighted during the current lockdown with some study groups continuing with some activities using electronic media.

In normal times, most of the networks will also arrange study days on a variety of topics as well as more social activities such as quizzes, bridge competitions or Ukulele festivals.

There are several national volunteers who assist with various activities such as Beacon, subject advisors, research and SLP co-ordinators and some who have deputised for the regional trustee.

**Jeff Carter, East of England Trustee**

Two new U3As have been launched during the past year, in Derbyshire and Northamptonshire

## Regional Reports

### London

Growth in membership has slowed considerably and we are looking to areas of the region that will sustain a new U3A – Westminster and the City of London appear to have potential and initial approaches have been made.

The London Region of U3As Network worked with the Trust to develop a model constitution and Affiliation Agreement with guidelines for use by Networks. The constitution was adopted by the delegates at the November 2019 AGM and LRU3A are now a registered charity.

We have had eight very successful presentations in the year- stand-alone workshops or integrated into delegates meetings. In addition, the region has set up a number of Peer Networks for members in key roles to exchange information and give mutual support. Our local Networks were also very active. Our members continue to be highly involved in Shared Learning Projects with 3 completed projects in 2019-20 and 3 ongoing.

The annual Summer School was highly successful with a record number of bookings. We were also offered a number of free admissions for members to attend the BBC Proms rehearsals - the offer was oversubscribed many times.

The London Region has worked with other representative bodies of older Londoners to further the Mayor's initiative to make London a WHO recognised Age Friendly City. Representatives of our U3As attended workshops and meetings to express their views on what older Londoners see as essential to improve the lived experience, not just of older persons but of all London residents and visitors.

By mid - March the early impact of the Covid-19 crisis was being felt and meetings and events were postponed or cancelled. Our U3As and Networks have shown remarkable initiatives and resilience in adapting their operations and communications, as far as possible, to the circumstances and shown tremendous support to each other and our members.

**John Bent London Trustee**

### North East

There have been two new start-ups in 2019, one in Jesmond and one in Blyth. Work had begun to set one up in Redcar and an initial planning meeting had been held, but it was all put on hold because of the lockdown. This means that we currently have 53 U3As.

The Networks continue to meet regularly and support each other. We are looking at developing a cross-border Network with Scotland and hoping to plan an SLP with a small number of U3As either side of that border.

The Trust Volunteers have continued to support the development of our U3As, delivering workshops such as Site Builder and Interest Groups Matter and had recently put together one on Succession Planning. Several Research Projects and SLPs were also in progress, working with local museums and archives, and hopefully these will go ahead when the pandemic has abated.

It is amazing just how resourceful the vast majority of our U3As are, and how they have looked for ways to continue to support each other through this pandemic, with many of them becoming expert at holding virtual groups and Committee Meetings on Zoom. Newsletters are also being sent out regularly with lots of advice and interesting activities for members. Many are planning how to hold their AGM and give members a proxy vote.

#### Expert at holding virtual groups and Committee Meetings on Zoom

A number of our U3As are looking after the well-being of members as well as offering activities and learning opportunities. Some have set up Buddy systems, while others are regularly phoning or emailing all members, identifying those who need extra support and making sure that they are contacted more frequently. One U3A has started a remote 'Well Being' interest group online with a range of motivational ideas and activities. Everyone agrees that meeting in a virtual way is a great substitute for the real thing, but they all are looking forward to being able to meet again face to face!

**Sandi Rickerby, North East Trustee**

### Northern Ireland

The past year has presented a difficult and challenging time for the U3A movement generally and Northern Ireland has been no exception.

The Northern Ireland Regional Executive Committee (NIREC) continues to support the Regional Trustee in planning and organising events. In late summer 2019, we organised a full-day workshop for our new committee members, and in October we held our autumn conference which was very successful. It took the form of a Research and Shared Learning event with various U3A's from around the Province giving presentations of their projects along with visual displays of their publications, artwork and photographs etc. The conference was well attended and feedback was positive.

NIREC were in the process of organising their spring programme, a national workshop, a Songfest, a Bridge congress and a very popular pub quiz when coronavirus struck, and everything had to be "put on hold". During this time NIREC have been supporting U3A groups and members, circulating news and advice from national office. Our larger groups have been active, innovative and imaginative during this time, but some of our smaller groups have found it challenging.

We have no formal networks in Northern Ireland but an informal network of the Belfast and North Down groups has been established, which needs to be nurtured and encouraged. Hopefully we can roll-out this initiative throughout the Province and this will form an important part of our work going forward.

Representatives from the regional committee have again manned the stalls at retirement events such as "Over 50's Expo" and the "Young at Heart Retirement Fair"

Congratulations go to Foyle U3A who has been honoured with the Queen's Award for Voluntary Service, the highest award a voluntary group can receive in the UK, and we are all extremely proud.

**Valerie Cobain Northern Ireland Trustee**

### North West

Over the past year we have welcomed two new groups to the North West Region, which now comprises 101 U3As. We have also increased the number of Trust Volunteers who have been trained to start up new groups, present workshops, visit networks and support the work of the Regional Trustee.

The North West Regional Committee (NWREC) have continued to support planning for events, including the national workshop 'Interest Groups Matter', a Committee Forum, another successful 'Big Sing' and an 'Active Living Day' focusing on ideas which help to promote activity and inclusivity. Our 2019 Summer School had over 110 attendees from different parts of the UK. At our AGM and Conference in Preston Samantha Mauger from National Office gave advice on constitutions and some Trust Volunteers presented an abridged version of 'Interest Groups Matter'.

#### Another successful 'Big Sing' and an 'Active Living Day' focusing on ideas which help to promote activity and inclusivity

Research projects and SLPs have been encouraged by our SLP co-ordinator who has worked with another volunteer to develop a collaborative link with Liverpool University. Discussions for a similar link with the University of Central Lancashire are ongoing.

The challenge of Covid-19 provoked a quick response from members adopting digital technology, resulting in continued communication and interest group activity amongst groups and networks. Planning for a virtual committee forum and regional AGMs are in progress.

Our Trust Volunteers have worked with the Trustee to develop contact with as many of our U3As as possible, resulting in some very positive input. Video conferencing is beginning to be welcomed, promoting interaction on a wider scale, and we look forward to future developments.

**Gillian Russell North West Trustee**

## Regional Reports

### Scotland

Scotland now has 55 U3As. The Isle of Arran U3A was formally welcomed into the family of U3As at the Trust Board meeting in March. Glasgow Westend and Paisley and District (both groups are quite new) are thriving. Their membership is growing and they have developed a wide range of interest groups. The day that they had planned to showcase their shared learning project, The 1820s Uprising, unfortunately had to be cancelled because of Covid-19 but hopefully when life gets back to something like normal the event can be rescheduled. There is interest in starting new U3As in Musselburgh, Coatbridge and Motherwell, South Glasgow, the Isle of Bute and Aberfeldy and Dunkeld. There is a lot of potential for growth in Scotland particularly in the more remote regions of the country. Most Scottish members live in the Central Belt, with Edinburgh U3A for example, having a membership of over 2500. Fortunately, there are willing volunteers who undertook a days training on start-ups earlier this year and are happy to spread the word post Covid.

There is only one formalised network in Scotland, The U3A in Scotland. The network does a great job organising All Scotland Assemblies and Summer Schools. Unfortunately, the Assembly scheduled for the end of March, the Summer School and the October Assembly have had to be cancelled. The Elgin Assembly did take place last October. Forty-two delegates from seventeen Scottish U3As attended. The main speaker, Glen McDonald from Poppy Scotland talked about the role of the Unforgotten Forces Consortium in supporting veterans. One of their aims is to tackle the problems of loneliness and isolation experienced by many veterans. This organisation is perhaps one that the U3A might learn from and partner.

Scotland lags behind the rest of the UK in its organisation of networks and this has a negative impact on communication. So, one goal is to help start up more formal networks. There is strong support for a Central Belt network.

A group was in the process of being formed before the lock down to research peer to peer learning. Edinburgh University has shown interest in taking part.

We now have a PR ambassador who will help to raise awareness of the U3A in Scotland.

We are looking forward to seeing the results of the Scottish Art Competition "Withdrawing" and hopefully there will be an exhibition of the work later in the year.

**Ann Keating, Scotland**

### South East

This is my final year as Regional Trustee: I have travelled many miles supporting the region, travelling as far and wide as Oxford and Dover due to the size of this region. The Regional Trustees' workload is increasing year by year and currently the Third Age Trust is going through a phase of transition with a new Development Plan being delivered over the next two years. Regional Trustees find themselves sitting on Committees which in turn requires them to be away from regional activities so if I have not been able to visit everyone this year then it has not been for the want of trying. I have a very active regional team and they have been working towards keeping information flowing across all U3As with regular News and Links and Stop Press items.

In March this year we, of course, found ourselves in the Covid-19 pandemic and I, like everyone, was confined to barracks for the foreseeable future. Even when the lockdown is lifted it may be some time before our U3As can get back to normal and we can even shake hands again. My team and I have been meeting on a regular basis and keeping in touch with the nine networks in the region to ensure information flows between them and the Trust. The South East Region is the largest of the regions and spread across seven counties with nearly 200 U3As and 100,000 individual members.

**Bob Duckmanton South East Trustee**

### South West

Our regular twice-yearly meetings were held in September 2019 and March 2020. Zoom will be used for the next one when we will be able to catch up on how members are coping.

There are 133 U3As across six counties and they vary in size from very small to enormous. The geography makes meetings across the region complicated. There are currently fifteen network/link groups and where possible I have visited them when invited. Two of these networks are structured along formal lines while the majority favour a less formal approach.

Shortly after Conference 2019, a meeting was held near Taunton to formalise a support group for the Regional Trustee. This group later became known as South West Action Group or SWAG and comprised six members from across the region. This group has proved very useful in recent times.

A variety of workshops have been organised and more were planned, but now requests for virtual meetings have increased.

Finally, during the last few weeks, (SWAG) has been in touch with each U3A in the region following up on the (What Survey?) survey sent out from National Office. This contact was generally well received and will be repeated soon. There are some very innovative people in the South West.

**Jill Nicholls South West Trustee**



**There are 133 U3As across six counties and they vary in size from very small to enormous**

### West Midlands

85 active West Midlands U3As remain static, with no additions or losses, but welcoming many new members, and our overall membership numbers increase steadily year on year.

I was invited to several U3As and Networks to present, and personally thank all the volunteers, as well as giving all members the opportunity to ask questions.

Local MPs held Senior Seminars for retired and potential retirees: our attendance enabling promotion to a new wider audience. A Robot Constructor Challenge attended by several national U3As was an amazing day, full of enthusiasm, exciting robots, and fun; one U3A's Country Dancing group was filmed by ITV and screened following a news bulletin.

Finance, Keeping it Legal and Interest Groups Matter workshops were well attended, giving delegates new ideas and questions answered. Our annual Regional conference was cancelled at the last minute due to Coronavirus lockdown. This lockdown has meant all U3As have had to reinvent and adapt their operations. Members embraced video conferencing and new technology to establish ways of keeping in touch.

Interest groups worked together using on-line learning, from Zoom to email, postal delivery, so including everyone without technology. Newsletters, competitions, projects and quizzes ensure that members feel involved. National Office information is distributed to all members.

The West Midlands Team works diligently alongside the Regional Trustee and U3As, for which they are highly praised and thanked. Their support is invaluable: together with a growing number of Trust Volunteers and hardworking networks, the Trustee is able to serve and support the vibrant region we have.

**Auriol Ainley West Midlands Trustee**

## Regional Reports

### Wales

Currently there are 58 U3As in Wales.

The number of members of U3As in Wales continued to show an upward trend of slow but steady growth. The total number of members is currently in excess of 14,800. The growth in numbers is more prevalent in the larger U3As.

The Wales region continues to have four networks, South, Mid, West and North Wales. The largest concentration of U3As are in the more heavily populated area of South Wales. Representatives from all Networks attend the Regional meetings along with Trust and Regional Volunteers.

Events in Wales over the past year include a very successful Welsh history focussed study day in St Fagans, organised by National Office. There were also workshops in South and West Wales again run by National Office. All of the networks continued to run their own study/lecture days with invitations being extended to members of the other networks.

Wales Region, Castles Shared Learning project: The Castles quilt/wall hanging has been completed but not yet displayed. The Castles of Wales photography competition 2019-2020, is at the final judging stage. The Wales Short Story 2020 competition is currently running.

Covid-19 impact in the Wales region: North Wales Network training, the Wales conference, St Fagans Study Day, all postponed.

**Chris Winner, Wales Trustee**

**The total number of members is currently in excess of 14,800. The growth in numbers is more prevalent in the larger U3As.**

### Yorkshire and the Humber

Tadcaster and Villages U3A became the latest U3A to join YAHR. We have had almost 3% year on year growth in membership, with more than 27,500 members now.

The Regional Management Team coordinates development sessions. During 2019-20 there were

- Trustee Induction, Finance and Sharing Good Ideas workshops.
- Study days included Turner: The Artist and Focus on the Environment.
- A successful Summer School in August 2019

Sheffield U3A undertook a Special Learning Project with South Yorkshire Housing Association called Story Catcher. Members interviewed tenants for their memories. Sheffield U3A continued their successful 60's project, working with students from Sheffield University on an oral history project.

To raise the profile of U3A within the region and develop external relationships, we

- Gave presentations to health and community workers in Leeds Connect for Health and the Patient Empowerment Projects
- Made links with the North Yorkshire Ex-Forces Support Project
- Attended the Mature and Senior Citizens Fair in Morley, Leeds

The impact of the Coronavirus pandemic has been both negative and positive. There have been cancellations and postponements, and the cessation of face-to-face activities. However, many committees and group leaders have strived to maintain contact with members through online lectures, quizzes, learning activities and increasing the frequency of communications. Many have learned the skills of interactive online communication, investing in video-conferencing packages and telephone buddy schemes. Some have continued to raise the profile of U3A through the press – e.g. Ilkley, Rotherham – and in radio interviews, e.g. Barnsley and Sherburn. Once again, YAHR U3As have risen to challenges and continue to make every effort to learn, laugh and live.

**Sue Stokes, Yorkshire and the Humber Trustee**

## Third Age Trust Trading Ltd

### Benefiting individual Members, U3As, and the Trust

The Trust has created a Trading Company TATTL to further the aims of the Trust. This will create benefit for individual members, U3As, and the Trust itself – all the key parts of the great U3A movement. Not only will it comply with charity law, it is a vehicle through which the Trust can produce wider benefits to the whole movement.

TATTL has four 'lines of business', each of which is designed to benefit the U3A movement, and each of which is delivered by Trust staff and volunteers. This means that each of them generates enough income to cover costs and some aim to make a modest surplus which is then donated to the Trust as tax free 'gift-aid'. TATTL like the Trust takes the same care and approach over managing the data of members. TATTL will also explore other opportunities and welcomes ideas from members about what would have most value to them. The four current lines of business are:

**- TAM, the Third Age Matters magazine:** TAM is now operated by TATTL on behalf of the Trust. Essentially, the costs of production of TAM are met mainly by the advertising revenue, and the costs of packaging and distribution are met mainly by the subscriptions paid by individual members. We produce and distribute 250,000 copies of a lively 90+ page magazine to U3A members five times a year at a cost of just £0.62 per issue.

**- Beacon and Beacon 2 (the Beacon Upgrade):** TATTL has also taken over the Beacon system, including the development and implementation of the new system. Beacon 2 will deliver enhanced membership and administration facilities to enable U3As to administer their affairs more efficiently.

**- Branding and Brand Merchandising:** TATTL has worked closely with the Trust to engage a new partner, Brand iQ, who will provide U3As with a wide range of print and other branding materials, and access to branded merchandising such as clothing, and including current favourites such as the U3A branded diary. This will be launched in autumn 2020, and the range of materials and merchandising will grow and extend over the next 9-12 months.

**- Discounting and Easy Giving:** TATTL is keen to engage another new partner (yet to be chosen) who will provide U3As and individual members with access to discounts on purchases at many national stores and outlets, and also the opportunity to gift part of their discount to a favoured charity, be this their U3A or another charity. An announcement is expected this autumn.

TATTL is fully accountable to the Trust, which appoints TATTL's six member Board of Directors, all of whom do the work pro bono, and three of whom are themselves members of the Trust Board.

**Dr Clive Grace O.B.E.,  
Chair of Third Age Trust Trading Limited**

# Review of Financial Activities

## Overview

The water leaks at the National Office premises in December and January, with the accompanying environmental health risks, led to the evacuation of the staff and a major disruption to the management of virtually all aspects of the Trust's operations.

A report was made to the Charity Commission, (CC), as required when a significant event compromises a charity's ability to carry out its obligations. The CC subsequently confirmed that no further action was required.

Temporary offices were found while a search for new premises commenced. The Board had already agreed to give notice to terminate the lease of the Lant Street premises, which took effect on 14 July.

As the 2019-2020 financial year drew to a close the effects of the Covid-19 pandemic then forced the closure of the temporary office. The CEO and staff, supported by the movement's many volunteers, responded magnificently by continuing to offer a full support service to members and introducing a wealth of new online activities.

The financial year saw the commencement of the implementation of the Trust's Development Plan. The contract with Trillium was authorised by the Board for the "discovery" phase – a procedure whereby the two parties establish the exact requirements for the systems, software, and national website for the Trust upgrade – to commence.

The Communications and External Affairs Committee carried out the ten year Membership Survey, started work on refreshing the U3A brand image and publicity, and entered into negotiations with a commercial company to provide a new online shop, including the offer of branded merchandise, while saving the Trust time and money in the process.

This is the first year with the trading activities – TAM, merchandise and Beacon – transferred from The Third Age Trust (The Trust) to Third Age Trust Trading Ltd, (TATTL), following the decision to set up a trading company.

The Consolidated Statement of Financial Activities, incorporating the Consolidated Income and Expenditure Account, shows the results for The Trust and TATTL combined.

The results for the year showed an overall surplus of £2,098, (2019: £279,569, including the VAT refund of £214,167) confirming that the increase in income brought about solely by the increasing numbers of members is tailing off, and no longer covers the additional costs required to provide the same service to an enlarged membership – now around 450,000.

Income from TAM advertising and distribution charges again produced a surplus over the production and distribution costs, due to a continuing increase in advertising revenues. The advertising space in TAM continues to be within the agreed guideline.

Income from Beacon licences increased and matched the costs attributable to hosting and maintaining this U3A specific database system.

The surplus on trading activities – TAM, Beacon and merchandise, after management charges attributable to trading activities and interest amounted to £16.

Net income from all sources is used to finance the running of the Trust. This comprises:

- Staff salaries, employers' national insurance and pension costs, National Office overheads and committee costs.
- Insurance cover for employer's liability, public and products liability, premises and equipment, money cover, all risks insurance, home contents provided for all members on U3A activities, and tour operator's insurance for member U3As, and trustees' indemnity.
- Other expenditure of a charitable nature including start up grants and other grants for specific purposes to U3As, volunteer training and workshops and exhibitions.

## Income

### Unrestricted Funds

Unrestricted income totalled £3,302,830 (2019: £3,260,920) as detailed in the Statement of Financial Affairs and the accompanying notes to the accounts.

## Expenditure

### Charitable expenditure

The Trust is required to manage its affairs and assets in a proper legal and financial manner and to identify the costs of so doing as Governance costs.

All charitable expenditure has been allocated over the aims and objectives identified in this Annual Report, vis:

Raising the profile of the U3A movement

Developing the movement

Learning

Providing advice and support for management in U3As

These costs include support and development costs that can be allocated directly to these activities, and National Office support costs that have been allocated on the basis of staff costs.

Details of these cost allocations and the total Governance costs are shown in Notes 7 and 8 to the Accounts.

## Investment strategy

The Investment Policy of the Trust has as its prime consideration that the Trust is merely holding money on behalf of its members.

While the Trust should seek to obtain the best returns available, the security of funds takes precedence over returns on investment.

To mitigate risk, funds continue to be invested in several banks, the Charities Official Investment Fund (COIF) and the larger building societies which have the funds to withstand economic pressures.

Investments in fixed deposit accounts with four to five of the smaller banks may also be made where the Finance Committee feel appropriate, with the deposits limited to the FSCS guarantee level of £85,000.

## Fundraising

The Trust did not engage any external fundraisers, nor did it receive any complaints in respect of its fundraising activities.

## Reserves

Total reserves increased during the year to £1,465,267 (2019: £1,463,169). A full analysis is given in Note 19.

## Restricted Funds

Restricted funds are those funds that have been donated for a specific purpose or project and total £11,889 (2019: £10,060).

## Designated Funds

Designated funds are funds set-aside to cover the estimated costs of implementation of the Development Plan over the next three to five years.

Implementation costs incurred during the year amounted to £53,596, leaving designated funds of £446,404 (2019: £500,000).

## General Fund

The Trustees review the level of the general funds on a regular basis and also did so as a result of Covid-19. This fund takes into account the need for working capital to meet normal operating costs, costs related to moving premises or ceasing operations due to unforeseen circumstances, costs of recovering data in the event of cyber-attacks, and anticipated or possible future expenditure for the benefit of members and, where appropriate, the wider public. The Trustees consider that these costs are in the order of £870,000.

The actual level of free reserves held at 31 March 2020 is £1,006,974 (2019: £953,109) which the trustees feel is adequate but not excessive.

## Auditors

A resolution proposing the re-election of Haysmacintyre LLP as auditors will be tabled at the AGM.



## Statement of Trustee Responsibilities

The Trustees are responsible for preparing the Annual report and financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)' Company law and the law applicable to charities in England and Wales requires the Charity Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charitable Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Company will continue to operate;

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Memorandum and Articles of Association. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that, in the case of each of the persons who are Trustees at the date of this report, the following applies:

- so far as each Trustee is aware there is no relevant audit information (information needed by the Company's auditors in connection with preparing their report) of which the Charity's auditors are unaware; and
- each Trustee has taken all the steps necessary to make herself/himself aware of any relevant audit information and to establish that the Company's auditors are aware of the information.

### BY ORDER OF THE BOARD OF TRUSTEES

**Ian McCannah, Chair**  
18th August 2020

*Ian McCannah.*



# Independent auditor's report to the members of The Third Age Trust

## Opinion

We have audited the financial statements of The Third Age Trust for the period ended 31 March 2020 which comprise the Consolidated Statement of Financial Activities, the Group and Charitable Company Balance Sheets, the Consolidated Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and of the parent charitable company's affairs as at 31 March 2020 and of the group's and parent charitable company's net movement in funds, including the income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Responsibilities of trustees for the financial statements

As explained more fully in the trustees' responsibilities statement set out on page 26, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such

internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and the parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

## Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or the parent charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Report and Chair's Statement. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report (which includes the directors' report prepared for the purposes of company law) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' Report have been prepared in accordance with applicable legal requirements.

## Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and the parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report (which incorporates the directors' report).

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent charitable company; or

- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

## Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Lee Stokes (Senior Statutory Auditor)

For and on behalf of Haysmacintyre LLP,  
Statutory Auditors

10 Queen Street Place, London EC4R 1AG

25 August 2020

## CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING THE CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 31 MARCH 2020

Note	2020			2019			
	Unrestricted general funds £	Restricted funds £	Total £	Unrestricted general funds £	Restricted funds £	Total £	
Income from							
Donations	2	10,068	3,702	13,770	12,064	10,060	22,124
Charitable activities	3	1,783,593	-	1,783,593	1,722,135	-	1,722,135
Other trading activities	4	1,506,769	-	1,506,769	1,304,063	-	1,304,063
Investment income		2,344	27	2,371	8,491	-	8,491
Other income	5	56	-	56	214,167	-	214,167
<b>Total income</b>		<b>3,302,830</b>	<b>3,729</b>	<b>3,306,559</b>	3,260,920	10,060	3,270,980
Expenditure on							
Raising funds	6	1,468,954	-	1,468,954	1,353,788	-	1,353,788
Charitable expenditure:							
Supporting learning in U3As and promoting the benefits of self-help learning	7	542,387	-	542,387	595,329	-	595,329
Providing advice and support for management in U3As	7	896,443	-	896,443	762,707	-	762,707
Facilitating the growth of the U3A movement	7	132,665	1,900	134,565	117,214	-	117,214
Raising the profile of the U3A movement	7	262,112	-	262,112	162,373	-	162,373
<b>Total expenditure</b>		<b>3,302,561</b>	<b>1,900</b>	<b>3,304,461</b>	2,991,411	-	2,991,411
Net income and net movement in funds		269	1,829	2,098	269,509	10,060	279,569
Balance brought forward 1st April 2019		1,453,109	10,060	1,463,169	1,183,600	-	1,183,600
<b>Balance carried forward 31 March 2020</b>		<b>1,453,378</b>	<b>11,889</b>	<b>1,465,267</b>	1,453,109	10,060	1,463,169

The net movement in funds for the year arise from the Charity and Group's continuing activities. The 2019 totals are for the charity only. Consolidated figures have been presented from when the trading subsidiary commenced trading on 1 April 2019.

The Statement of Financial Activities includes all gains and losses recognised in the year. The accompanying notes form part of these financial statements.

## REGISTERED COMPANY NUMBER: 01759471 CHARITY AND GROUP BALANCE SHEETS AS AT 31 MARCH 2020

Note	The Group		The Trust	
	2020	2019	2020	2019
	£	£	£	£
Fixed Assets				
Tangible fixed assets	11	101,114	20,114	26,695
Investment in subsidiary undertaking		-	1	
		<b>101,114</b>	<b>20,115</b>	
Current assets				
Stock		-	-	5,380
Debtors	12	489,092	347,330	580,509
Cash at bank and in hand		1,572,018	1,556,377	1,242,309
		2,061,110	1,903,707	1,828,198
Creditors: amounts falling due within one year	13	(696,957)	(458,571)	(391,724)
Net current assets		1,364,153	1,445,136	1,436,474
<b>Net Assets</b>		<b>1,465,267</b>	<b>1,465,251</b>	<b>1,463,169</b>
Funds				
Restricted	18	11,889	11,889	10,060
Unrestricted - general		1,006,974	1,006,958	953,109
Unrestricted - designated	18	446,404	446,404	500,000
		1,453,378	1,453,362	1,453,109
<b>Total funds</b>		<b>1,465,267</b>	<b>1,465,251</b>	<b>1,463,169</b>

The 2019 figures relate to the parent charity only. The net movement in funds for the year relating to the parent charity alone amounted to £2,082 (2019: £279,569).

These financial statements were approved and authorised by the Board of Trustees on 18 August 2020 and signed on its behalf by:

Ian McCannah, Chair

*Ian McCannah*

Richard Teare, Treasurer  
The accompanying notes form part of these financial statements.

*Richard Teare*

## GROUP CASH FLOW STATEMENT FOR THE PERIOD ENDED 31 MARCH 2020

	2020 £	2019 £
Net cash used in operating activities	427,057	(1,103)
<b>Cash flows from investing activities:</b>		
Interest income	2,371	8,491
Purchase of tangible fixed assets	(99,719)	(6,749)
Cash provided by (used in) investing activities	(97,348)	1,742
Increase in cash and cash equivalents in the year	329,709	639
Cash and cash equivalents at the beginning of the year	1,242,309	1,241,670
<b>Total cash and cash equivalents at the end of the year</b>	<b>1,572,018</b>	<b>1,242,309</b>
<b>Reconciliation of net movements in funds to the netcash flow from operating activities</b>		
	2020 £	2019 £
Net movement in funds	2,098	279,569
Add back depreciation charge	17,550	14,029
Add back loss on disposal of fixed assets	7,750	-
Deduct interest income	(2,371)	(8,491)
Decrease (increase) in stock	5,380	(4,480)
Decrease (increase) in debtors	91,417	(366,514)
Increase in creditors	305,233	84,784
Net cash used in operating activities	427,057	(1,103)
<b>Cash at bank and in hand</b>		
	2020 £	2019 £
Bank balance	957,420	620,444
Deposit accounts	614,598	621,865
<b>Total</b>	<b>1,572,018</b>	<b>1,242,309</b>

## NOTES TO THE FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 MARCH 2020

### 1. Accounting policies

#### (a) Accounting convention

The financial statements have been prepared in accordance with 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) – (Charities SORP 2015 (Second Edition, effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Third Age Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### (b) Going Concern

The charitable company's level of free reserves available at the year end, were considered adequate resources to continue in operational existence for the foreseeable future. However, the Covid-19 pandemic caused the Trustees to review the positions of the Trust and its subsidiary Third Age Trust Trading Ltd. Revised budgets were prepared and adopted and although reduced revenues were expected there were also reductions in costs. The Trustees confirm that there are no material uncertainties about the Trust's ability to continue as a going concern. Accordingly, the financial statements have been prepared on a going concern.

#### (c) Consolidation

The accounts consolidate the financial statements of The Third Age Trust and its wholly owned subsidiary, Third Age Trust Trading Limited, on a line by line basis. Transactions and balances between the Charity and its subsidiary have been eliminated from the consolidated financial statements. As permitted by Section 408 of the Companies Act 2006, no separate Statement of Financial Activities or Income and Expenditure account has been presented for the Charity alone. The comparative figures are for the Charity only.

#### (d) Income

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

Income from membership and magazine subscriptions is recognised when the cash is received or committed. Income that is received in advance for a future accounting period is deferred.

#### (e) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred.

#### (f) Charitable expenditure

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its members. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### (g) Allocation of support costs

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its members. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Costs have been apportioned on the basis of salary costs.

#### (h) Governance costs

Governance costs include those costs incurred in the governance of the Charity's assets and are primarily associated with constitutional and statutory requirements. Governance costs are now allocated to charitable activities in full.

#### (i) Funds

Unrestricted funds are donations and other incoming resources received or generated and can be used at the discretion of the trustees for charitable purposes.

Designated funds are unrestricted funds earmarked by the board for particular purposes.

Restricted funds comprise funds received for specific programmes and activities, as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

## NOTES TO THE FINANCIAL ACTIVITIES (CONTINUED)

### FOR THE PERIOD ENDED 31 MARCH 2020

#### (j) Tangible fixed assets and depreciation

All assets costing more than £500 were capitalised and all assets were recorded at historic costs. Provision is made for depreciation on tangible fixed assets, at rates calculated to write off the cost or valuation less the estimated residual value of each asset over its expected useful life.

Furniture and equipment – 20% p.a. straight line

Computers – 33 % p.a. straight line

Database systems – 20% p.a. straight line

Motor vehicles – 25% p.a. straight line

#### (k) Stock

Stock consists of goods for resale and stationery and is valued at the lower of cost and net realisable value.

#### (l) Financial Instruments

Basic financial instruments are initially recognised at transaction value and subsequently measured at amortised cost. Financial assets held at amortised cost comprise cash at bank and in hand, together with trade and other debtors. A specific provision is made for debts for which recoverability is in doubt. Cash at bank and in hand is defined as all cash held in instant access bank accounts and used as working capital. Financial liabilities held at amortised cost comprise all creditors except social security and other taxes.

#### (m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### (n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments.

#### (o) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### (p) Leases

Payments under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the life of the lease.

#### (q) Employee benefits

##### – Pensions

The Charity contributes to a defined contribution pension scheme and the pension charge represents the amount payable by the charity to the fund, in respect of the year

##### – Short term benefits

Short term benefits including holiday pay are recognised as an expense in the period in which the service is received

##### – Employee termination benefits

Termination benefits are accounted for on an accrual basis and in line with FRS 102

#### (r) Critical accounting estimates and judgements

In preparing these financial statements, management has made judgements, estimates and assumptions that affect the application of the charity's accounting policies and the reported assets, liabilities, income and expenditure and the disclosures made in the financial statements. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

## 2. Income from donations

	2020			2019		
	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Donations	68	3,702	3,770	64	10,060	10,124
Legacies	10,000	-	10,000	12,000	-	12,000
<b>Total</b>	<b>10,068</b>	<b>3,702</b>	<b>13,770</b>	<b>12,064</b>	<b>10,060</b>	<b>22,124</b>

## 3. Charitable activities income (unrestricted income)

	2020 £	2019 £
Membership subscriptions	1,536,258	1,483,075
National summer schools	102,716	96,826
National study days	67,492	77,224
National conference and AGM	77,127	65,010
<b>Total</b>	<b>1,783,593</b>	<b>1,722,135</b>

## 4. Income from trading activities (unrestricted income)

	2020 £	2019 £
Licence fees	21,250	19,617
Subsidiary's income	1,485,519	1,284,446
<b>Total</b>	<b>1,506,769</b>	<b>1,304,063</b>

## 5. Other income (unrestricted income)

	2020			2019		
	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Other Income	56	-	56	214,167	-	214,167

2019: represents a net VAT claim after correcting errors for both input and output tax that had been under-declared in earlier years and dated back to 2014-2015.

**6. Cost of raising funds**

	2020		2019	
	Charity £	Subsidiary £	Total £	Total £
Other licence fees	21,250	-	21,250	19,610
Costs of trading income	-	1,447,704	1,447,704	1,334,178
<b>Total</b>	<b>21,250</b>	<b>1,447,704</b>	<b>1,468,954</b>	<b>1,353,788</b>

The 2019 figures represent the parent charity only.

**7. Charitable expenditure**

	Supporting learning in U3As and promoting the benefits of self-help learning	Providing advice and support for management in U3As	Facilitating the growth of the U3A movement	Raising the profile of the U3A movement	Governance	Total
	£	£	£	£	£	£
National summer schools	99,225	-	-	-	-	99,225
National study days	57,216	-	-	-	-	57,216
National conference and AGM	20,278	20,278	20,278	20,278	40,556	121,668
Directly allocated costs from Note 8	20,044	286,229	20,402	101,605	44,894	473,174
National office costs from Note 8	229,045	390,951	62,218	92,930	309,080	1,084,224
	425,808	697,458	102,898	214,813	394,530	1,835,507
Governance costs apportioned	116,579	198,985	31,667	47,299	(394,530)	-
<b>Total costs</b>	<b>542,387</b>	<b>896,443</b>	<b>134,565</b>	<b>262,112</b>	<b>-</b>	<b>1,835,507</b>

**Year ended 31 March 2019**

	Supporting learning in U3As and promoting the benefits of self-help learning	Providing advice and support for management in U3As	Facilitating the growth of the U3A movement	Raising the profile of the U3A movement	Governance	Total
	£	£	£	£	£	£
National summer schools	96,221	-	-	-	-	96,221
National study days	64,086	-	-	-	-	64,086
National conference and AGM	17,867	17,867	17,867	17,867	35,733	107,200
Directly allocated costs from Note 8	39,466	272,883	17,074	41,560	48,218	419,202
National office costs from Note 8	247,894	309,690	54,238	67,789	271,303	950,914
	465,534	600,440	89,179	127,216	355,254	1,637,623
Governance costs apportioned	129,795	162,267	28,035	35,157	(355,254)	-
<b>Total costs</b>	<b>595,329</b>	<b>762,707</b>	<b>117,214</b>	<b>162,373</b>	<b>-</b>	<b>1,637,623</b>

**8. Support and development – detail**

	Supporting learning in U3As and promoting the benefits of self-help learning	Providing advice and support for management in U3As	Facilitating the growth of the U3A movement	Raising the profile of the U3A movement	Governance	Total
	£	£	£	£	£	£
Unrestricted funds:						
National office support costs:						
Staff	174,757	298,288	47,471	70,904	174,527	765,947
Premises	19,247	32,852	5,228	7,809	19,222	84,358
Office overheads	35,041	59,811	9,519	14,217	115,331	233,919
	229,045	390,951	62,218	92,930	309,080	1,084,224
Directly allocated costs:						
NEC and committees	2,851	84	2,757	9,688	44,894	60,274
Special projects	8,994	7,500	10,762	76,483	-	103,739
Regions	-	51,752	-	-	-	51,752
Grants awarded	-	2,488	2,521	15,434	-	20,443
Volunteers	8,163	55,461	-	-	-	63,624
Direct benefits to U3As	36	168,944	2,462	-	-	171,442
	20,044	286,229	18,502	101,605	44,894	471,274
Total costs using unrestricted funds	249,089	677,180	80,720	194,535	353,974	1,555,498
Grants awarded: Restricted funds	-	-	1,900	-	-	1,900
<b>Total</b>	<b>249,089</b>	<b>677,180</b>	<b>82,620</b>	<b>194,535</b>	<b>353,974</b>	<b>1,557,398</b>

**Year ended 31 March 2019: all unrestricted funds:**

	Supporting learning in U3As and promoting the benefits of self-help learning	Providing advice and support for management in U3As	Facilitating the growth of the U3A movement	Raising the profile of the U3A movement	Governance	2019 Total
	£	£	£	£	£	£
National office support costs:						
Staff	185,256	231,602	40,015	50,179	164,126	671,178
Premises	19,689	24,615	4,253	5,333	17,443	71,333
Office overheads	42,950	53,473	9,970	12,278	89,733	208,404
	247,895	309,690	54,238	67,790	271,302	950,915
Directly allocated costs:						
NEC and committees	3,936	6,762	4,194	7,746	45,820	68,458
Special projects	-	-	-	15,338	2,398	17,736
Regions	-	59,789	-	-	-	59,789
Grants awarded	-	2,048	3,566	10,889	-	16,503
Volunteers	5,212	52,212	7,000	7,588	-	72,012
Direct benefits to U3As	30,317	152,072	2,315	-	-	184,704
	39,465	272,883	17,075	41,561	48,218	419,202
<b>Total</b>	<b>287,360</b>	<b>582,573</b>	<b>71,313</b>	<b>109,351</b>	<b>319,520</b>	<b>1,370,117</b>

Where applicable costs are apportioned on the basis of how staff time has been allocated over the year.

**9. Net income/(expenditure)**

	2020 £	2019 £
<b>This is stated after charging:</b>		
Auditor's remuneration	12,750	9,100
Depreciation	17,550	14,029
Operating leases	78,946	84,107

**10. Analysis of staff and the cost of key management personnel**

	2020 £	2019 £
Gross salaries	697,209	565,216
Social security costs	76,189	56,236
Pension costs	63,344	47,142
<b>Total payroll costs</b>	<b>836,742</b>	<b>668,594</b>
Freelance costs	24,035	21,738
Other staff costs	25,842	8,483
<b>Total</b>	<b>886,619</b>	<b>698,815</b>

The number of staff whose taxable emoluments exceeded £60,000 were:

	2020 £	2019 £
£60,001-£70,000	2	-
£70,001-£80,000	-	1
£80,001-£90,000	1	-

The average number of staff employed by the charity was seventeen (2019: thirteen). The directors, who are also the trustees of the charity, and the senior management team, comprise the key management personnel of the charity. They are collectively responsible for directing and controlling, running and operating the charity. Details of directors' expenses are disclosed in Note 15. In July 2020 the Trust actioned a voluntary salary reduction scheme.

During the year the Trust paid £nil in redundancy costs (2019: £3,940). The cost of the key management personnel (gross salary + employer national insurance + employer pension + other benefits) was £377,839 (2019: £301,122).

**11. Tangible fixed assets**

	Charity				Group Total £
	Fixtures and Fittings £	Computers and Equipment £	Charity Sub-total £	Subsidiary Database systems £	
Cost:					
At 1 April 2019	10,502	44,557	55,059	-	55,059
Additions	2,421	16,298	18,719	81,000	99,719
Disposals	(12,624)	(6,051)	(18,675)	-	(18,675)
At 31 March 2020	299	54,804	55,103	81,000	136,103
Depreciation					
At 1 April 2019	3,152	25,212	28,364	-	28,364
Charged in the year	2,317	15,233	17,550	-	17,550
Disposals	(5,464)	(5,461)	(10,925)	-	(10,925)
At 31 March 2020	5	34,984	34,989	-	34,989
<b>Net Book Value as at 31 March 2020</b>	<b>294</b>	<b>19,820</b>	<b>20,114</b>	<b>81,000</b>	<b>101,114</b>
<b>Net Book Value as at 31 March 2019</b>	<b>7,350</b>	<b>19,345</b>	<b>26,695</b>	<b>-</b>	<b>26,695</b>

**12. Debtors**

	2020		2019
	Group £	Charity £	Charity £
Sundry debtors	287,558	39,530	146,737
Rent deposits	26,964	26,964	12,600
VAT	55,267	35,377	249,955
Subsidiary undertaking	-	130,142	-
Prepayments	119,303	115,317	171,217
<b>Total</b>	<b>489,092</b>	<b>347,330</b>	<b>580,509</b>

**13. Creditors: Amounts falling due within one year**

	2020		2019
	Group £	Charity £	Charity £
Trade creditors	335,039	118,514	148,818
Taxation and social security	20,878	20,878	18,282
Summer school and other deposits	62,098	62,098	87,054
Deferred income	179,649	175,388	74,857
Accruals	90,240	72,640	58,722
Other creditors	9,053	9,053	3,991
<b>Total</b>	<b>696,957</b>	<b>458,571</b>	<b>391,724</b>

	2020		2019
	Group £	Charity £	Charity £
<b>Deferred income</b>			
As at 31 March 2019	-	74,857	1,981
Released	-	(74,857)	(1,981)
Deferred	179,649	175,388	74,857
<b>As at 31 March 2020</b>	<b>179,649</b>	<b>175,388</b>	<b>74,857</b>

**14. Trustees' remuneration**

No remuneration, directly or indirectly, out of the funds of the Charity was paid or payable for the year to any trustee or to any person or persons known to be connected with any of them. The Trust either paid for or reimbursed 16 trustees (2019: 20) a total of £46,994 (2019: £55,260) in respect of travel, hotel accommodation, telephone, meetings, postage and stationery costs incurred on behalf of the Trust.

**15. Related parties**

There were no related party transactions during the year (2019: nil).

**18. Funds**

	As at 1st Apr-19 £	Income £	Expenditure £	As at 31st Mar-20 £
<b>The Group</b>				
Restricted: Barbara Lewis U3A Fund	10,060	3,729	(1,900)	11,889
Designated: Development Fund	500,000	-	(53,596)	446,404
Unrestricted: General	953,109	3,302,830	(3,248,965)	1,006,974
<b>Total</b>	<b>1,463,169</b>	<b>3,306,559</b>	<b>(3,304,461)</b>	<b>1,465,267</b>

	As at 1st Apr-19 £	Income £	Expenditure £	As at 31st Mar-20 £
<b>The Charity</b>				
Restricted: Barbara Lewis U3A Fund	10,060	3,729	(1,900)	11,889
Designated: Development Fund	500,000	-	(53,596)	446,404
Unrestricted: General	953,109	1,818,702	(1,764,853)	1,006,958
<b>Total</b>	<b>1,463,169</b>	<b>1,822,431</b>	<b>(1,820,349)</b>	<b>1,465,251</b>

	As at 1st April 2018 £	Income £	Expenditure £	Transfers £	As at 31st March 2019 £
Restricted: Barbara Lewis U3A Fund	-	10,060	-	-	10,060
Designated: Development Fund	-	-	-	500,000	500,000
Unrestricted: General	1,183,600	3,260,920	(2,991,411)	(500,000)	953,109
<b>Total Funds</b>	<b>1,183,600</b>	<b>3,270,980</b>	<b>(2,991,411)</b>	<b>-</b>	<b>1,463,169</b>

The Barbara Lewis U3A Fund resulted from income received and is available to provide support for new U3As.

The Designated Development Fund was created to provide funding for the development plans of the Trust.

**16. Taxation**

The Third Age Trust is a registered charity and is potentially exempt from taxation in respect of income and capital gains received within the categories covered by Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied to exclusively charitable purposes.

**17. Banstead U3A**

On behalf of the Executors of Miss Odette Ellicott, the Third Age Trust holds £49,228 (2019: £51,654) on behalf of Banstead U3A. This money is invested in the Charities Official Investment Fund. Neither the asset nor the liability is included in the balance sheet.

**19. Allocation of net assets**

	Fixed assets £	Current assets £	Current liabilities £	Total £
<b>The Trust</b>				
Restricted funds	-	11,889	-	<b>11,889</b>
Unrestricted designated funds	-	446,404	-	<b>446,404</b>
Unrestricted general funds	20,114	1,315,272	(458,571)	<b>876,815</b>
<b>Sub-total</b>	<b>20,114</b>	<b>1,773,565</b>	<b>(458,571)</b>	<b>1,335,108</b>
<b>Subsidiary</b>	<b>81,000</b>	<b>287,545</b>	<b>(238,386)</b>	<b>130,159</b>
<b>The Group Total</b>	<b>101,114</b>	<b>2,061,110</b>	<b>(696,957)</b>	<b>1,465,267</b>

Year ended 31 March 2019

	Fixed assets £	Current assets £	Current liabilities £	Total £
Restricted funds	-	10,060	-	10,060
Unrestricted designated funds	-	500,000	-	500,000
Unrestricted general funds	26,695	1,318,138	(391,724)	953,109
<b>Total</b>	<b>26,695</b>	<b>1,828,198</b>	<b>(391,724)</b>	<b>1,463,169</b>

**20. Pension commitments**

The charity contributes to defined contribution pension schemes for its employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. At the balance sheet date, there were no contributions due to the fund (2019: £nil). Total premiums paid in the year were £63,344 (2019: £47,142).

**21. Lease commitments**

The company had the following commitments in respect of non-cancellable operating leases.

Expiry date	Land and buildings £	Office equipment £	2020 Total £
Within 1 year	17,125	21,028	38,153
2-5 years	-	-	-
<b>Total</b>	<b>17,125</b>	<b>21,028</b>	<b>38,153</b>

Year ended 31 March 2019

Expiry date	Land and buildings £	Office equipment £	2019 Total £
Within 1 year	54,500	24,446	78,946
2-5 years	17,125	21,028	38,153
<b>Total</b>	<b>71,625</b>	<b>45,474</b>	<b>117,099</b>

**22. Third Age Trust Trading Ltd**

Third Age Trust Trading Ltd is a wholly owned subsidiary registered in England and Wales, registration no. 11899419, which was registered on 22nd March 2019 and was operational as of 1st April 2019. Its registered office is Unit 104, The Foundry Business Centre, Blackfriars Road, London, SE1 8EN.

A summary Profit and Loss Account and Balance sheet follow.

**Profit and Loss Account for the period ended 31 March 2020**

	£
Turnover	1,485,519
Cost of sales	(1,290,665)
<b>Gross profit</b>	<b>194,854</b>
Administrative expenses	(194,447)
Operating profit	407
Interest payable	(391)
Profit for the financial year	16

**Balance Sheet as at 31 March 2020**

	£	£
<b>Fixed Assets</b>		81,000
<b>Current Assets</b>		
Debtors	271,904	
Cash at bank and in hand	15,641	
	287,545	
Creditors: amounts falling due within one year	(368,528)	
<b>Net current assets</b>		(80,983)
<b>Total assets less current liabilities</b>		17
<b>Net assets</b>		17
<b>Capital and reserves</b>		
Called up share capital		1
Profit and loss account		16
		17

**23. Capital commitments**

The Trust had capital commitments of up to £30,000 in line with its Development Plan.

The trading subsidiary has capital commitments of £168,000 in line with its plans to upgrade the Beacon system.

**24. Post balance sheet event**

As a result of the Covid-19 pandemic the Trustees reviewed the current year's activity and agreed that there would be a delay to implementing some parts of its Development Plan. The delay would result in a postponement of some costs until the restrictions on travel and social distancing are eased. The revised budgets did not reveal an adverse financial impact on this year's operations.



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