

Annual Report of the Executive Committee for 1 April 2019 to 31 March 2020

The **Executive Committee** was as follows:

Chairman Brenda Kember
Vice Chair Doreen Van Cauter
Treasurer Ron Fenn
Secretary Catherine Jones
Webmaster Barbara Berry
Catering Steve Bowler

Groups' Coordinator (Leisure)
Groups Co-ordinator (Fitness)
Events and Holiday Organiser
Front of House

Doreen Van-Cauter
 Nick Photi
 Mary Gotts
 Steve Bowler and
 Nick Photi

Co-opted members

Sub Editor Dick Downs Co-opted Jan 2020
Shadow Treasurer Ken Pragnell Co-opted Feb 2020
Shadow Webmaster David Collins Co-opted March 2020

The following report was written prior to COVID 19 restrictions, introduced on the 22nd March 2020. Since that date, all events, holidays and meetings have been suspended.

By its Constitution, the **Charitable Purpose** of Ver-Colne Valley U3A (VCV U3A) is the advancement of education and in the education of older people and those who are retired from full time work, by all means including associated activities conducive to learning and personal development, in Ver-Colne Valley and its surrounding locality. VCV was granted official registration by the Third Age Trust (TAT) on 9 April 2009 and achieved charitable status on 17 March 2014, entered on the Register of Charities with number 1156215. All elected members of the Executive Committee act as Trustees.

During the period of this Report:

- 1. Membership** reached 486 members. Our monthly General Meetings have continued to be very well attended throughout the year. The meetings continue to feature Guest Speakers representing a wide range of interests. In May 2019 we celebrated VCV's 10th Anniversary with a well attend Groups Fair, where we welcomed Deputy Lord Lieutenant of Hertfordshire, David Cansdale, the Mayor of St Albans and the Chair of St Stephen Parish Council.
- 2. STUDY GROUPS** The centre piece of the Anniversary Event was a **Study Groups** Fair which showcased the activities of many our 60 Groups and included contributions from some of our "performing" Groups too. Membership of our Groups continues to be healthy, although willingness amongst members to lead new Interest Groups has at times been disappointing. The Committee is at pains to remind the Membership that any U3A is a learning cooperative of equals and that, as long as a number of members are willing to share their knowledge or enthusiasm, or simply have the desire to know more, they can and should form an interest group. Twelve of our Groups are run jointly with neighbouring U3As.
- 3. EVENTS, TRIPS AND HOLIDAYS** continue to be a major feature of the VCV programme throughout the year. Our monthly day trips to a great variety of local places of interest have been as popular as ever and, for the more adventurous, our burgeoning schedule of holidays at home and abroad have been similarly well-subscribed. Our programme of theatre trips has also expanded in response to increased demand. However, due to the CORVID-19 virus outbreak, many of the planned events have had to be cancelled or postponed.
- 4. COMMUNICATION** with members continues to be mainly through our monthly Newsletter, in addition to our monthly General Meetings. However, we have continued to encourage the use of computers for notifications, with non-computer users being requested to participate by using a 'buddy system'. Members are urged to make full use of our website as a prime source of information on VCV's forthcoming activities, events, guest speakers and study groups. Current and past editions of the Newsletter are also available on the website. Following the outbreak of COVID-19, a weekly e-news has been published by email, and a VCV Facebook page has been set up. Members of the Executive Committee are also keeping in touch by telephone with members without e-mail
- 5. THANKS** are due to so many people for the support and enthusiasm they have shown for VCV during the past year. The Committee owes a great debt of gratitude for the enormous amount of work that has been done by dedicated VCV members to make the organisation function and flourish. Our Study Group Leaders and Really Useful Members are greatly valued by us. As part of VCV's 10th Anniversary, and to show their appreciation, the Executive Committee invited both the Group Leaders and the RUMs to afternoon teas at prestigious venues. However, there are many other members (often unsung) who give their time and energy to help ensure VCV's continued success.
- 6. THE EXECUTIVE COMMITTEE** is the backbone of any U3A, and the Chair extends her thanks to them also.

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VCV Treasurer's Report and Accounts for 2019/20

The General Account is presented in a format that records receipts and payments for the accounting period. The corresponding receipts and payments for 2018/19 are shown for comparison. The financial year ended with a deficit of £2740.66. Receipts increased following the growth in membership and the subsequent increase in membership subscriptions. The notable change in payments was in Other Expenses which reflected the costs arising from the VCV 10th Anniversary activities. The General Account being for all purposes of the charity and prior to the receipt of incoming membership subscriptions for 2020/21 stands at £9500.36.

The Events Account shows that payments for the year exceeded receipts by £326.89; this is due to financial transactions of event organizing spreading over successive years. The organizers of the 11 events held have maintained a tight control on preliminary costings resulting in moderate surpluses. The account balance at 31/3/2020 ensures that there is sufficient flexibility for future event planning.

There are 48 VCV study groups and of these 12 require the collection of subscriptions to meet related payments for facilities. The recent review of group financial practices clarified that funds are being managed in a manner that matches the requirements of the VCV Financial Policy.

The Ver Colne Valley's financial resources are in a strong position to meet the requirements of the coming year. The membership subscriptions remain at £17.50 for renewals and £20.00 for new members.

VCV General Account

R J Fenn

Receipts for	2019/20	2018/19	General Account 19/20	General Account 2020/21
Membership subs	8607.50	7618.50	Bank*at 31/3/19	7219.74
Book Sales	262.00	217.00	Deposit Account	5021.88
Other	173.53	10.00	Total	12241.02
Total	9043.03	7845.50	Less deficit	2740.66
			Total	9500.36

Payments for	2019/20	2018/18	Note* Bank totals exclude subscriptions paid in advance for the following financial year.			
TAT fees	2077.60	1610.00	VCV Events Account	2019/20	Group Accounts	2019/20
GWP hire	1608.75	1523.16	Bank at 31/3/19	4482.66	Receipts	13323.84
Speaker	593.00	975.00	Receipts 19/20	33492.00	Payments	12641.22
Newsletter	1692.55	1599.63	Total	37974.66	Retained funds	811.75
Stationary/post	201.66	588.22	Payments 2019/20	33818.89		
Catering	421.81	1927.12	Account	4155.77		
Administration	79.30	300.92				
Herts Network	96.74	104.40				
Beacon	449.00	286.50				
Other expenses	4563.27	583.47	Note: The events Account holds payments by members for trips and events. It does not form part of the VCV's General Fund. The group Account holds funds paid by group members for group activities and also does not form part of the VCV's General Fund			
Total	11783.69	9508.42				
Payments less Receipts						
Deficit	2740.66					

Ver-Colne Valley University of the Third Age

Registered Charity No. 1156215

Independent examiner's report to the Trustees of the Ver-Colne Valley U3A

I report to the Trustees on my examination of the accounts of the Ver-Colne Valley U3A for the year ended 31st March 2020.

Responsibilities and basis of report

As the Charity Trustees of the Ver-Colne Valley U3A you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act")

I report in respect of my examination of the Ver-Colne Valley U3A accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiners statement

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

1. accounting records were not kept in respect of the Ver-Colne Valley U3A as required by section 130 of the Act; or
2. the accounts do not accord with those records.

**During the preparation of the accounts, it was discovered that a cheque for £223-47 reported as missing (and for which a duplicate had been issued) had in fact been paid. A refund was swiftly obtained and will show in next year's accounts. I strongly recommend that in future, if a cheque is reported as missing, that a "stop" should be placed on the item before a fresh cheque is issued.*

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

Signed

K.E.P. Brown
11/5/8/20.

Mrs Eve Elizabeth Polanska Brown

Inland Revenue Accountancy qualified

5 The Rise, Park Street, St Albans, AL2 2NT