



Trustees' Annual Report for the period

From **1 Aug 2019** Period start date To **31 Jul 2020** Period end date

Charity name: **Brighton & Hove u3a**

Charity registration number: **294373**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the U3A are the advancement of education, and in particular the education of older people and those who are retired from full time work.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Learning is by various means including associated activities conducive to learning and personal development. Meetings are held online and at various venues throughout the city.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	Trustees have guidance from the Code of Conduct document on our website.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Our financial position was healthy and subscriptions were kept at the previous levels.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We follow National U3A guidance and ensure that there are sufficient reserves to cover at least 50% of our projected expenditures for the ensuing year.
Amount of reserves held	Para 1.22	£33,432
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	All funding is by membership fees or by donation.
Investment policy and objectives including any social investment policy adopted	Para 1.46	No investment policy.
A description of the principal risks facing the charity	Para 1.46	<ul style="list-style-type: none"> • Reduced membership • Increased venue costs • Unavailability of venues
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees and Committee members are voted in by members yearly at our Annual General Meeting. All positions are voluntary.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Informal shadowing. New Trustee and Committee members are provided with a Code of Conduct document which is also available to all members through our website.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	It is a member of the Third Age Trust (Registered Charity number 288007)
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Brighton & Hove u3a
Other name the charity uses	
Registered charity number	294373
Charity's principal address	Kemp Town Crypt Community Centre St Georges Road BRIGHTON BN2 1ED

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Michael Hill	Chair		
2	Penelope Allport	Business Secretary		
3	John Orkney	Treasurer	From 17 Feb 2020	
4	Bonny Holland	Groups	From 6 Jan 2020	
5	Derek Morris	Treasurer	To 17 Feb 2020	
6	Derek Morris	Membership		
7	Rob Doe	Groups	To 6 Jan 2020	
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18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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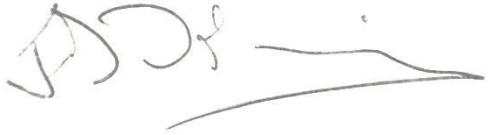
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Michael Hill	John Orkney
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	22 Feb 2021	

BRIGHTON & HOVE U3A

Registered Charity No: 294373

Kemp Town Crypt Community Centre
St Georges Road Brighton

FINANCIAL STATEMENTS

Year ended 31 July 2020

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Statement of assets and liabilities

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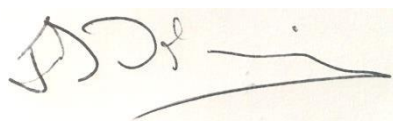
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TRUSTEES

Michael Hill	Chair
	Vice Chair
Penelope Allport	Business Secretary
Derek Morris	Membership Secretary
John Orkney	Treasurer
Bonny Holland	Groups Coordinator

Trustees responsibilities in relation to financial statements

Charity law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared an income and expenditure account and statement of assets and liabilities



John Orkney
Treasurer



Michael Hill
Chair

Date of approval

17 Jan-21

2019-2020 FINANCIAL STATEMENTS

STATEMENT OF ASSETS AND LIABILITIES
YEAR ENDED 31 JULY 2020

	2019-2020 £	2018-2019 £
ASSETS due within 1 year		
Cash at bank	30,899	40,750
Pre-paid expenses		687
Awaited income	4,007	4,721
	34,906	46,158
LIABILITIES falling due within 1 year		
Deferred income	(39)	(16,985)
Prepaid venue contributions	(167)	(292)
Expenses to be paid	(1,268)	(5,793)
	(1,474)	(23,070)
GENERAL FUNDS	33,432	23,088
(all unrestricted)		

2019-2020 FINANCIAL STATEMENTS

Income and Expenditure

2019-2020 INCOMINGS	
Banking	40
Committee	0
Groups	0
HMRC	4,037
Membership	26,514
Open day	0
Social	500
U3A - TAT	0
	31,091
2019-2020 OUTGOINGS	
Banking	(90)
Committee	(1,003)
Groups	(8,991)
HMRC	0
Membership	(160)
Open day	(370)
Social	(2,478)
U3A - TAT	(7,654)
	(20,747)
Excess of (Expenditure)	10,344
Balance of funds at 1 August 20	23,088.00
Adjustments re prior years	
Gift Aid claims disallowed	
Balance of funds at 31 July 2020	33,432
(all unrestricted)	

2018-2019 INCOMINGS	
Membership fees	27,115
Interest	140
Social event	1,364
Donations	405
Grant	150
Gift Aid	4,721
	33,895
2018-2019 OUTGOINGS	
Affiliation fees	2,243
Venue hires	20,130
Administration expenses	
agm expenses	154
membership/open day	1,176
newsletters	294
stationery	13
Sun fees	34
beacon software	738
other software	257
	2,666
Bank charges	465
Equipment	449
Postages	6
TAM magazine	1,216
	1,222
Group expenses	213
Social event	1,364
Donation	0
	(28,752)
Excess of (Expenditure)	5,143
Balance of funds at 1 August 2018	18,337
	23,480
Adjustments re prior years	
Gift Aid claims disallowed	(392)
Balance of funds at 31 July 2019	23,088
(all unrestricted)	

Independent Examiner's Report to the Trustees of Brighton & Hove U3A

I report on the accounts for the year ended 31 July 2020 which are set out on pages 2 to 3.

Respective responsibilities of the Trustees and Independent Examiner.

The Charity's Trustees are responsible for the preparation of the Accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) although an examination is required by the Charity's Constitution.

It is my responsibility to

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

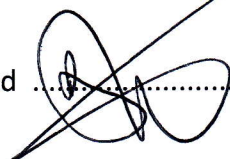
Independent Examiner's Statement

In connection with my examination, no matters have come to my attention.

1. which give me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with s.130 of the 2011 Act; and
 - to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

ALISON BRISTOW FMAAT

Signed



Dated: 3 February 2021