

BOURNEMOUTH U3A

RECEIPTS & EXPENDITURE FOR THE YEAR TO 30th JUNE 2017

<u>2016</u>	<u>RECEIPTS</u>	<u>2017</u>	<u>2016</u>	<u>EXPENDITURE</u>	<u>2017</u>
41,433.00	Membership Fees	40,216.59	36,513.49	Accommodation	36,479.15
1173.40	Short Tennis/Badminton/Computer	977.00	560.12	Publicity	423.42
6228.57	Gift Aid Repayment	6,203.94	5,073.38	Newsletter/Brochures-Printing/Post	5,378.41
85.70	Photocopy Income	177.20	2,937.87	Office Costs	3,525.90
255.50	Monthly Meetings	355.61	228.67	Monthly Meetings	562.75
552.09	Gala Party	586.00	241.79	Gala	318.59
2434.00	Donations	2,270.00	691.55	Group Leaders	745.85
406.33	Other Events	82.50	98.93	Other Events	88.12
76.54	Bank Interest	87.09	44.40	Travel	88.80
200.00	3rd Age Trust	-	192.50	Annual Fees	486.90
			3,430.00	Capitation Fees	3,293.50
			133.98	Equipment	49.35
			269.73	Capital Equipment	1,159.53
	Deficit (Expenditure less Receipts)	1,644.34	2,428.72	Surplus (Receipts less Expenditure)	
<u>52,845.13</u>		<u>52,600.27</u>	<u>52,845.13</u>		<u>52,600.27</u>
Analysis				Analysis	
		Mthly Meetings	Gala		
	Income	355.61	586.00	Office Rent	2,082.48
	Expenditure	562.75	318.59	Telephone	424.87
	Surplus/(Deficit)	<u>(207.14)</u>	<u>267.41</u>	Photocopier	261.90
				Office Sundries	362.65
				Postage	394.00
				Total Office Costs	3,525.90

Prepared by Rod Jackson FCCA Treasurer

Audited by Bob Hucklesby

BOURNEMOUTH U3A

BALANCE SHEET at 30th JUNE 2017

<u>2016</u>	<u>ASSETS</u>	<u>2017</u>	<u>2016</u>	<u>LIABILITIES</u>	<u>2017</u>
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3,581.18	1 Barclays Current Account	2,439.02		Accruals		538.16
17,616.63	1 Barclays Savings Account	12,703.72				
4.77	1 Petty Cash	67.72				
21,202.58	Total Bank & Cash	15,210.46				
	2 plus Accrued Income	6,203.94		20,231.86	Balance brought forward	22,660.58
		21,414.40		2,428.72	Surplus/(Deficit)	(1,644.34)
	3 Less deferred income	(924.00)		22,660.58	Balance carried forward	21,016.24
		20,490.40				
1,458.00	4 Stock Postage stamps	1,064.00				
22,660.58		21,554.40		22,660.58		21,554.40

Note 1 Bank and Cash

	Balance at 1/7/2016	Transfers	Surplus/ (Deficit)	Balance at 30/6/2017
Current Account	3,581.18	4,825.00	(5,967.16)	2,439.02
Savings Account	17,616.63	(5,000.00)	87.09	12,703.72
Petty Cash	4.77	175.00	(112.05)	67.72
Balance 30/6/17	21,202.58	0.00	(5,992.12)	15,210.46
Postage Stamps	1,458.00		(394.00)	1,064.00
Accruals/Deferrals	0.00		4741.78	4,741.78
	22,660.58	0.00	(1,644.34)	21,016.24

Note 2 Gift Aid (received 13/7/17) 6203.94

Note3 2017/18 Online Membership received June 2017 924.00

Note 4 2nd Class Stamps - 1900 @ 56p 1,064.00

Chair's Report

Welcoming Remarks

Thank you all for attending and supporting the hard work that the committee, Group Leaders and Office Volunteers have carried out during the year. A particular welcome to any new members who may be attending. A reminder that this is your AGM. There are no additional items to the Provisional Agenda, but that does not preclude you from raising an issue under AOB. You may ask questions at any time.

Review of 2016/2017

We celebrated our 30th anniversary with the Summer Gala as our main event. Membership numbers were slightly down last year which of course reduces our income. As a result, expenditure was greater than our income reducing our reserves. We have maintained our subscription fee for quite a few years but an increase in fees for 2018/2019 is likely. Accommodation costs continue to rise and account for the largest part of our expenditure. Our thanks to those Leaders who hold groups in their own homes resulting in a significant saving.

People join U3A for many reasons, friendship, social activities but classes are still our core activity. We were able to offer 121 groups plus other regular events in our new programme. My thanks to Julie Williams who jointly co-ordinates the programme with me and to Judy Morgenstern for another excellent production of the brochure.

We continue to be active in our recruitment campaigns and appreciate the support we receive from our local libraries. Our Publicity report will include further details. However, our own members are still our best advert and are encouraged to spread the word.

Once again our office volunteers have done a superb job dealing with the rush of applications. So a special thanks to all the people who worked tirelessly throughout July. Applications are dealt with on a first come first served basis with no reservation of places permitted. Where new applicants are unsuccessful in getting into any of their chosen groups we are maintaining a record. These people will be sent a brochure one week after they are sent to existing members but one week before our brochures are made available to the general public. This year we introduced an option to pay subscription fees on-line but the vast majority of our members did not use this facility. However, we will promote this again next year.

Leaders receive our 'Managing Sensitive Issues Policy' with their invitation to continue for the following academic year. We now have a Vulnerable Persons Policy which was included with registers and general guidance notes in Leaders folders.

Good Communication is so important to the effective management of our organisation. We have introduced a bulk mailing system using 'Mail Chimp'. This enables us to send latest news items to all members who advise an email address at registration. We have commissioned a local IT firm to construct a new web site more suitable for our needs and to assist with any email problems that the office may have. However, not all our members have on-line facilities. The four quarterly Newsletters full of the latest information on groups, social activities, booking forms and notices is still our main form of communication. We revised the format and presentation of these which has been well received by members. Our thanks to Judy Morgenstern and Keith Pitman for their excellent publications. We would still like to recruit members with IT skills to help us with publications and they would not need to become committee members. We have Noticeboards at our four main venues and our thanks to Richard Smith for his eye-catching posters. Members are reminded to please read the noticeboards! We are also dependent on Group Leaders passing on notices to their group members in between newsletters.

Our monthly Open Meetings continued during the winter months with an average attendance of about 50 people. The meetings are advertised, open to everyone and members are encouraged to take a friend along.

We are a self-help organisation and members are encouraged to participate in many different ways. The hard work the Committee members carry out, the commitment by Group Leaders, the Office Volunteers, the people who assist with refreshments and set up equipment, tables and chairs at meetings. Members who bake a cake, create displays or participate in performances at our annual summer gala, and members who helped at our Library promotions – thank you all for your valued contribution and embracing the ethos of U3A.

Mitchell Robertson and Mary Lapish are standing down from committee and I would like to thank them for their past service. However, it is a real concern that we have not received any nominations and now have three committee vacancies including publicity and a vice chairman. The future of our U3A depends on 'new blood' to bring fresh ideas and assist with the work load. If you are interested but unsure whether to commit, we are offering the opportunity for you to shadow a committee member to find out what is involved. Social activities are an important part of our organisation and we are also seeking members who can arrange trips/outings. They would not have to be on the committee.

National Office are considering changes to how U3A is run nationally and I have a few Copies of the National Office Findings & Recommendations with me.

Finally I would like to thank the committee and Group Leaders for their support.

Members are asked to approve this report – proposer and seconder