

Sarratt and District U3A				
Report and Financial Statements for the period ended 31st December 2017				
Income and Expenditure Account 01/01/2017 to 31/12/2017				
		2017		2016
Income				
Groups				
Art	184.50		139.50	
Bridge	815.76		969.12	
Craft	169.22		159.84	
Engineering Heritage	nil		70.78	
Gardening	352.84		728.42	
Local History	86.16		34.08	
Tai Chi	4860.00		2,922.00	
Tai Chi for Beginners			760.00	
Total Groups		6,468.48		5,783.74
Interest		3.09		4.97
Subscriptions		4710.00	4,545.00	
Newsletter Postage		100.00	115.00	4,660.00
Visitors		39.00		86.00
Raffles		267.10		186.00
Yorkshire Holiday		0.00		39.00
Total Income		11,587.67		10,759.71
Expenditure				
Anniversary Lunch		0.00		663.42
Bank Charges		4.00		4.00
U3A Capitation Fee+ news distribution		1626.55		1,532.37
Charitable Donations		267.10		200.00
Copyright Licence				60.00
Expenses				
Other	270.52		192.97	
Postage	98.62		159.87	
Refreshments	222.34		209.80	
Stationery	340.70		140.76	
Study Group Resources	75.00		157.08	
Telephone	21.00		18.00	
Travel	93.00		5.00	
Total Expenses		1,121.18		883.48
Hall Hire				
Anniversary Lunch	nil		136.80	
Area Study Group Coordinators	28.02		nil	
Art	126.94		105.08	
Bridge	899.04		901.92	
Committee Meetings	69.24		56.80	
Craft	168.94		153.80	
Days Out	28.02		34.50	
Engineering Heritage	43.29		42.60	
Gardening	321.34		333.74	
Local History	69.24		45.44	
Monthly Meetings	727.73		718.10	
New Members	56.04		nil	
Tai Chi	1148.40		802.80	
Tai Chi for Beginners			306.00	
Total Hall Hire		3,686.24		3,637.58
Membership Fees		101.00		Nil
Newsletter		576.00		791.00
Speakers				
Gardening Group	115.00		245.00	
General Meeting	649.00		839.00	
Local History	40.00			
Tai Chi	2480.00		1,540.00	
Tai Chi for Beginners			560.00	
Total Speakers		3,284.00		3,184.00
Total Expenses		10,666.07		10,955.85
Excess / (Shortfall) of Income over Expenditure		921.60		- 196.14



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month January	Year 2017		Day 31st	Month December	Year 2017

Section A Reference and administration details

Charity name Sarratt and District U3A

Other names charity is known by

Registered charity number (if any) 1139443

Charity's principal address Sarratt Village Hall

The Green, Sarratt

Rickmansworth

Postcode

WD3 6AS

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	COLIN LESLIE PLUMMER	CHAIRMAN		
2	MARGARET HELEN WAKELING	VICE CHAIRMAN		
3	KERRY JAMES	SECRETARY		
4	GILLIAN FAY			
5	DONALD SUTTON	TREASURER	1 st January to 3 rd May 2017	
6	PAMELA BUSHHELL	TREASURER	3 RD May to 31 st December 2017	
7	JUDITH ANN TURNBULL			
8	SUZANNE MARY SUTTON		1 st January to 3 rd May 2017	
9	BENJAMIN MICHEL			
10	SUSAN CHRISTINA ROBERTS			
11	LINDA MARGARET CLOUGH			
12	CHRISTINE MASSEY			
13	MARY PENELOPE BULGIN			
14	TONY BRISELDEN		1 st January to 3 rd May 2017	

15	JEAN MACHIN		
16	SUSAN MARGARET BUSSEY		
17	STANLEY HOUGH		3 RD May to 31 st December 2017

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
BANK	HSBC	73 High Street, Watford, Hertfordshire, WD17 2DS

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

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Section B Structure, governance and management

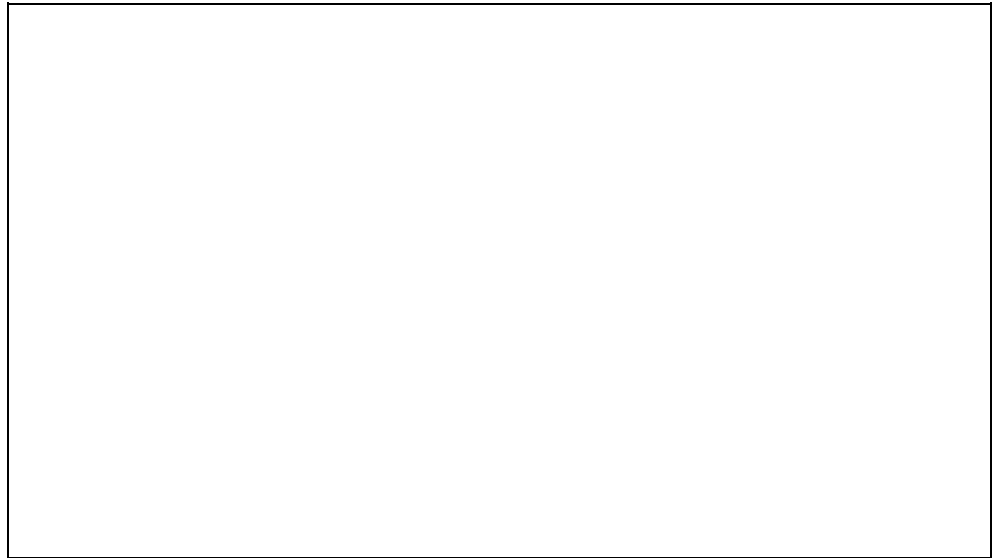
Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution adopted on 5 May 2010.
How the charity is constituted (eg. trust, association, company)	Unincorporated Association consisting of approximately 320 members.
Trustee selection methods (eg. appointed by, elected by)	Trustees are appointed or reappointed annually at the Annual General Meeting held in May.

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage 	<p>Sarratt and District U3A is affiliated to The Third Age Trust which provides help and advice to both our U3A, the trustees and the individual members.</p> <p>All trustees give their time voluntarily and receive no remuneration or other benefits. The Committee of Trustees meet every two months throughout the year.</p>
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them.



Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To advance the education of the public and in particular the education of older people no longer in full time gainful employment in Sarratt and District and its surrounding locality.
The provision of facilities for leisure time and recreational activities with the object of improving the conditions of life for the above persons in the interest of their social welfare.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Provide an educational and social facility for those who are retired or semi-retired.
Run a monthly 'main' meeting with a speaker on a varied range of topics and various groups that operate through the month in a wide range of subjects.
In planning our activities for the year the trustees keep in mind the Charity Commission's guidance on public benefit.
We are affiliated to The Third Age Trust.

Additional details of objectives and activities (Optional information)

A great contribution is made by member volunteers who act as Study Group Contacts and are the focal point for these groups.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

During 2017, 533 study group meetings were held with a total attendance of 5,759 members. This is a decrease of 11 on meetings and an increase of 231 on total attendance compared with the 2016 totals. The average attendance at a meeting was 10. Most members belong to 3 or 4 study groups. There have been a few changes with the number of study groups rising to a peak of 32 including some joint groups in co-operation with other local U3As.

A number of new groups have been initiated but there is always room for more.

Groups meet in several venues depending on the nature of the group topic. Some are held in rotation in members' homes with the host/hostess choosing the theme of the meeting, some need bigger venues and have mini committees responsible for their organisation. The Study Group Co-ordinators and other group contacts are happy to help in setting up new groups. Several people have expressed interest in topics which need new groups to be established so members are encouraged to come forward to be a group contact.

Section E

Financial review

Brief statement of the charity's policy on reserves

We hold cash at the bank of £10,801.64, all of which is unrestricted funds. These funds are held to meet unforeseen expenditure that may occur. We aim to reduce the reserve to no more than £5,000 over the next few years.

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy

Our main sources of income are from members' annual subscriptions and payment for study group meetings.

Expenditure is mainly for the hire of halls and payment for speakers at main monthly meetings and study group meetings. We also reimburse members out of pocket expenses.

adopted.

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Section F Other optional information

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Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Colin Plummer	
Position (eg Secretary, Chair, etc)	Chairman	
Date	25 th June 2018	