



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	Jan	2022		31	Dec	2022

Section A Reference and administration details

Charity name TAVY DISTRICT U3A

Other names charity is known by

Registered charity number (if any) 1159196

Charity's principal address 3 Bella Vista, Kilworthy Hill

Tavistock

Devon

Postcode PL19 0EP

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	Robin Neave	Chair	01/01/22 – 02/03/22	The AGM of Members
2	Paul Ward	Chair	02/03/22 – 31/12/22	The AGM of Members
3	Robin Neave	Secretary	01/01/22 – 02/03/22	The AGM of Members
4	Randall Williams	Secretary	02/03/22 – 31/12/22	The AGM of Members
5	Angela Pitt	Treasurer		The AGM of Members
6	Tony Rose	Membership Secretary		The AGM of Members
7	Jane Ward	Speaker Secretary		The AGM of Members
8	Pippa Gardner	Group Liaison	01/01/22 – 02/03/22	The AGM of Members
9	Sonja Armstrong	Group Liaison	02/03/22 – 31/12/22	The AGM of Members
10	Susie Neal	Newsletter distribution	01/01/22 – 02/03/22	The AGM of Members
11	Caroline Lorenzi	Newsletter distribution	02/03/22 – 31/12/22	The AGM of Members
12	Norma Woodcock	Events Committee	01/01/22 – 02/03/22	The AGM of Members
13	Chris Webb	Events Committee	02/03/22 – 31/12/22	The AGM of Members
14	David Glover	Equipment Secretary	01/01/22 – 02/03/22	The AGM of Members
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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

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 5th March 2014 and amended most recently on 2nd March 2022

How the charity is constituted
(eg. trust, association, company)

Unincorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Appointed by members at the Annual General Meeting held in March.

Additional governance issues (Optional information)

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

- 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 them.

Trustees' attention is drawn to the Charity Commission Guidance Notes and the support documentation available from the Third Age Trust.

The charity has an Executive Committee of trustees and others which is responsible for the management of the charity and meets every two months or more frequently if required. It is a member of the Third Age Trust. This provides general and legal guidance and insurance.

It is a member of a local area network of other nearby u3as (Two Moors Network).

Major risks have been identified and control measures to manage those risks set out in the Risk Management Policy.

Section C Objectives and activities

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

The advancement of education and, in particular, 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.

The only restriction on membership is that members are not in full time gainful employment.

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)

Trustees have reviewed the Charity Commission guidance on public benefit and have had due regard to this in managing the charity. The guidance states that, where a purpose is clearly beneficial, there is no need to provide evidence to prove this. It is our trustees' belief that the advancement of education as defined in our objects is intrinsically beneficial. We consider that the charity benefits a sufficient section of the public, defined by those people who are no longer in fulltime employment in the postcode areas PL19 and PL20. Our report is therefore limited to demonstration of how our activities achieve the objects of the charity.

The charity achieves its objects through three primary areas of operation:

- monthly meetings open to all members at which invited speakers deliver lectures on a wide variety of subjects ranging across the cultural, historical, artistic, scientific and environmental spheres,
- small interest groups under leaders/facilitators drawn from the membership to study various subjects and to pursue common interests and activities – there are over 50 different groups who meet regularly,
- events open to all members which include quizzes, theatre visits and visits to places of interest locally and further afield.

The charity promotes the principle of continual learning through later life. The wide variety of activities available provide a stimulus to physical and mental activity, well-being and social interaction. It operates on a self-help basis without the use of paid facilitators; instead, members offer their expertise and knowledge free of charge to contribute to the learning of other members. This approach ensures that the charity's educational and developmental objects are achieved while the quality of life of members is enriched. In the words of the strapline of the Third Age Trust, we help members to learn, laugh, live.

Additional details of objectives and activities (Optional information)

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

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

The contribution of volunteers is central to the success of the charity. As well as the trustees and other volunteers who manage the charity, each of the interest groups is led by members on a voluntary basis. We are very grateful to all those people for their contribution.

Summary of the main achievements of the charity during the year

At the beginning of the year, the charity's activities were still significantly curtailed as a result of the pandemic. During the year, it has experienced a very welcome resurgence in group activities, events and attendance at monthly meetings to the extent that it is now back to pre-pandemic levels of activity.

Membership had dropped to around 350 but new opportunities for participation have encouraged many new members and membership has now risen to 432, without any active promotional activity. Greater emphasis is being placed on making new and prospective members feel welcome.

A varied programme of monthly speakers in the Town Hall has attracted good attendance and meetings have also been accessible via Zoom for those who prefer to participate remotely. Two monthly meetings had a different format – in August, there was a well attended “Party in the Park” and the Christmas meeting took the form of a “Murder Mystery” event.

Early in the year, there was a concentrated effort to identify potential new groups and to facilitate their formation. This has been combined with a strong emphasis on the charity's self-help ethos and an appeal to members to become actively involved in helping to set up new groups. This has been very successful, with twelve new groups being formed during the year, bringing the total to over fifty.

A member survey held during the year showed that interest groups are the most important single aspect of membership. We are very grateful to all those members who contribute their skills and experience on a wholly voluntary basis to lead and organise those groups.

Theatre visits and a regular programme of varied events were once again on offer and received strong support. An annual holiday was also re-established, this year to Cardiff.

Internal communication is supported by the two-monthly newsletter and a comprehensive website, both of which are produced to a very high standard. The member survey showed how much they are both appreciated.

A review of governance documentation was carried out in which all the charity's policy documents and codes of conduct were reviewed and updated where necessary.

Section E Financial review

Brief statement of the charity's policy on reserves

Cash reserves are held at the bank in accounts that are protected by the Financial Services Compensation Scheme. The level of reserves is sufficient to meet unanticipated expenditure but the Trustees policy is not to hold a higher level of reserves than is necessary. They consider it is sufficient to hold reserves of a minimum of £2,500 at the lowest point of the cashflow cycle.

Details of any funds materially in deficit

None

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 adopted.

The primary source of funds is from the annual membership fees. Membership has recovered well after the pandemic and subscription income is well up on last year. The accounts show a surplus of £1,158. However, substantially more members than last year chose to pay their membership fee shortly before the year end. Had this not been the case, there would have been a deficit of just under £1,000. There was a healthy bank balance at the end of the year of £9,604.

Expenditure is used to pay for venue hire and speakers' expenses, support services from the Third Age Trust, communications including distribution of Third Age Matters and the charity's own newsletter and for the administration of the charity. There are no investments other than cash held at banks.

Section F Other optional information

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)	Paul Ward	Randall Williams
Position (eg Secretary, Chair, etc)	Chair	Secretary
Date	1 March 2023	1 March 2023