

REGISTERED CHARITY NUMBER: 1009872

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 September 2020
for
The Harrow University of the Third Age**

**Grant Harrod Lerman Davis LLP
Chartered Accountants
1st Floor
Healthaid House
Marlborough Hill
Harrow
Middlesex
HA1 1UD**

The Harrow University of the Third Age

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for the year ended 30 September 2020**

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The Harrow University of the Third Age

Report of the Trustees for the year ended 30 September 2020

The trustees present their report with the financial statements of the charity for the year ended 30 September 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives of the charity are 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 in Harrow and its surrounding locality.

Significant activities

The organisation currently offers over 100 study and activity groups. Group outings are arranged by members of the committee, which includes concerts, art galleries, luncheon club and holidays. The Harrow University of the Third Age Choir give several concerts a year at retirement homes and friendship clubs. Study groups form the central theme to the charity but all these activities give everyone the opportunity to learn and make new friends.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The trust has continued to benefit this year from subscriptions received. This has enabled the trust to continue supporting its objectives.

FINANCIAL REVIEW

Reserves

The trust is mainly dependent on subscriptions received from members. The charity cannot spend more money than it has in reserves.

FUTURE PLANS

We hope to continue encouraging more people to avail themselves of all we have to offer keeping costs down as much as possible.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charitable Trust is constituted by the Trust Deed (Constitution) created when the charity was formed on 2nd March 1992 as amended on 28th September 1995, 24th April 1997, 6th October 1998 and 14th April 2005. A new Constitution was adopted on 5th March 2013, and amended on 10th March 2015, 6th March 2018 and 5th March 2019. The entity constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Trustees are elected annually by the membership. Vacant positions are advertised in the Newsletter which is distributed to members three times a year.

Organisational structure

The Harrow University of the Third Age is run by a management committee. The Study Group Co-ordinator assists all Group Leaders and gives help to anyone wishing to start a new group. The committee has overall management duties.

Induction and training of new trustees

Interested parties are invited to meet with the incumbent holder of a particular position on the committee. E.g. Treasurer, Membership Secretary. If they feel they can fill that position they are required to get a proposer and a seconder. They are shown what to do and told what their responsibilities are.

Related parties

The Harrow University of the Third Age is an independent charity and is a member of The Third Age Trust. The chairperson and other members of the Committee liaise with National Office.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1009872

The Harrow University of the Third Age

**Report of the Trustees
for the year ended 30 September 2020**

Principal address

5 Furham Feild
Hatch End
Middlesex
HA5 4DX

Trustees

Mrs A Gerrard
Mrs G Butcher
Mrs L Dorff
Mrs R Luer
Mrs K Westhead (resigned 2.3.2020)
M Allen
M Barnet
Ms S Field
Mrs S Lowe
Mrs T Waxman
Mrs M Badale
Mrs H West
Mrs F Howard (resigned 2.3.2020)
H Greenwood (appointed 2.3.2020)
S Byrne (appointed 2.3.2020)
Mrs A Tanna (appointed 2.3.2020)

Independent Examiner

Grant Harrod Lerman Davis LLP
Chartered Accountants
1st Floor
Healthaid House
Marlborough Hill
Harrow
Middlesex
HA1 1UD

PUBLIC BENEFIT

The benefit of this organisation is that people not in full time gainful employment can benefit by developing their interests and learning new ones as it is an excellent way to make new friends and also take an interest in the local community.

Approved by order of the board of trustees on 22/1/2021 and signed on its behalf by:


.....
Mrs M Badale - Trustee

**Independent Examiner's Report to the Trustees of
The Harrow University of the Third Age**

Independent examiner's report to the trustees of The Harrow University of the Third Age

I report to the charity trustees on my examination of the accounts of The Harrow University of the Third Age (the Trust) for the year ended 30 September 2020.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.



Jeremy Harrod FCCA
Grant Harrod Lerman Davis LLP
Chartered Accountants
1st Floor
Healthaid House
Marlborough Hill
Harrow
Middlesex
HA1 1UD

Date: 22.1.21

The Harrow University of the Third Age

**Statement of Financial Activities
for the year ended 30 September 2020**

| | Notes | 2020 Unrestricted fund £ | 2019 Total funds £ |
|------------------------------------|-------|-----------------------------------|-----------------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | | 74,591 | 97,757 |
| Investment income | 2 | 131 | 121 |
| Total | | <u>74,722</u> | <u>97,878</u> |
| | | | |
| EXPENDITURE ON | | | |
| Charitable activities | | | |
| Educational | | 47,630 | 89,215 |
| NET INCOME | | <u>27,092</u> | <u>8,663</u> |
| | | | |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | | 85,440 | 76,777 |
| | | | |
| TOTAL FUNDS CARRIED FORWARD | | <u><u>112,532</u></u> | <u><u>85,440</u></u> |

The notes form part of these financial statements

The Harrow University of the Third Age

Balance Sheet
30 September 2020

| | Notes | 2020 Unrestricted fund £ | 2019 Total funds £ |
|--|-------|-----------------------------------|-----------------------------|
| FIXED ASSETS | | | |
| Tangible assets | 5 | 432 | 576 |
| CURRENT ASSETS | | | |
| Debtors | 6 | 8,592 | 3,000 |
| Cash at bank | | 128,325 | 128,864 |
| | | <u>136,917</u> | <u>131,864</u> |
| CREDITORS | | | |
| Amounts falling due within one year | 7 | (24,817) | (47,000) |
| NET CURRENT ASSETS | | <u>112,100</u> | <u>84,864</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 112,532 | 85,440 |
| NET ASSETS | | <u>112,532</u> | <u>85,440</u> |
| FUNDS | 8 | | |
| Unrestricted funds | | 112,532 | 85,440 |
| TOTAL FUNDS | | <u>112,532</u> | <u>85,440</u> |

The financial statements were approved by the Board of Trustees and authorised for issue on22/11/20..... and were signed on its behalf by:



M Badale - Trustee



L Dorff - Trustee

The Harrow University of the Third Age

**Notes to the Financial Statements
for the year ended 30 September 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

| | | |
|--------------------|---|--------------------------|
| Equipment | - | at varying rates on cost |
| Computer equipment | - | 10% on reducing balance |

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Volunteers

In accordance with SORP 2005, the contribution of volunteers is not recognised in the Financial Statements, as the value of their contribution cannot be reasonably quantified in financial terms. An exception may be made where a donor provides services as part of their trade or profession and where the charity would otherwise have had to purchase those services externally. In these cases, if material, those donated services would be valued at the open market value to the charity.

The Harrow University of the Third Age

Notes to the Financial Statements - continued
for the year ended 30 September 2020

2. INVESTMENT INCOME

| | 2020 | 2019 |
|--------------------------|------------|------------|
| | £ | £ |
| Deposit account interest | <u>131</u> | <u>121</u> |

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2020 nor for the year ended 30 September 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 September 2020 nor for the year ended 30 September 2019.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ |
|------------------------------------|---------------------------|
| INCOME AND ENDOWMENTS FROM | |
| Donations and legacies | 97,757 |
| Investment income | <u>121</u> |
| Total | 97,878 |
| | |
| EXPENDITURE ON | |
| Charitable activities | |
| Educational | 89,215 |
| | <u> </u> |
| NET INCOME | 8,663 |
| | |
| RECONCILIATION OF FUNDS | |
| Total funds brought forward | 76,777 |
| | <u> </u> |
| TOTAL FUNDS CARRIED FORWARD | <u>85,440</u> |

The Harrow University of the Third Age

Notes to the Financial Statements - continued
for the year ended 30 September 2020

5. TANGIBLE FIXED ASSETS

| | Equipment £ | Computer equipment £ | Totals £ |
|---|----------------|----------------------------|-------------|
| COST | | | |
| At 1 October 2019 and 30 September 2020 | 7,633 | 6,905 | 14,538 |
| DEPRECIATION | | | |
| At 1 October 2019 | 7,562 | 6,400 | 13,962 |
| Charge for year | 18 | 126 | 144 |
| At 30 September 2020 | 7,580 | 6,526 | 14,106 |
| NET BOOK VALUE | | | |
| At 30 September 2020 | 53 | 379 | 432 |
| At 30 September 2019 | 71 | 505 | 576 |

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 £ | 2019 £ |
|--------------------------------|--------------|--------------|
| Other debtors | - | 3,000 |
| Prepayments and accrued income | 8,592 | - |
| | <u>8,592</u> | <u>3,000</u> |

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2020 £ | 2019 £ |
|-----------------|---------------|---------------|
| Trade creditors | 100 | 5,195 |
| Other creditors | 24,717 | 41,805 |
| | <u>24,817</u> | <u>47,000</u> |

8. MOVEMENT IN FUNDS

| | At 1.10.19 £ | Net movement in funds £ | At 30.9.20 £ |
|---------------------------|--------------------|----------------------------------|--------------------|
| Unrestricted funds | | | |
| General fund | 85,440 | 27,092 | 112,532 |
| TOTAL FUNDS | <u>85,440</u> | <u>27,092</u> | <u>112,532</u> |

The Harrow University of the Third Age

Notes to the Financial Statements - continued
for the year ended 30 September 2020

8. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 74,722 | (47,630) | 27,092 |
| TOTAL FUNDS | <u>74,722</u> | <u>(47,630)</u> | <u>27,092</u> |

Comparatives for movement in funds

| | At 1.10.18 £ | Net movement in funds £ | At 30.9.19 £ |
|---------------------------|--------------------|----------------------------------|--------------------|
| Unrestricted funds | | | |
| General fund | 76,777 | 8,663 | 85,440 |
| TOTAL FUNDS | <u>76,777</u> | <u>8,663</u> | <u>85,440</u> |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 97,878 | (89,215) | 8,663 |
| TOTAL FUNDS | <u>97,878</u> | <u>(89,215)</u> | <u>8,663</u> |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.10.18 £ | Net movement in funds £ | At 30.9.20 £ |
|---------------------------|--------------------|----------------------------------|--------------------|
| Unrestricted funds | | | |
| General fund | 76,777 | 35,755 | 112,532 |
| TOTAL FUNDS | <u>76,777</u> | <u>35,755</u> | <u>112,532</u> |

The Harrow University of the Third Age

**Notes to the Financial Statements - continued
for the year ended 30 September 2020**

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 172,600 | (136,845) | 35,755 |
| | <u> </u> | <u> </u> | <u> </u> |
| TOTAL FUNDS | <u>172,600</u> | <u>(136,845)</u> | <u>35,755</u> |

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2020.

THE HARROW UNIVERSITY OF THE THIRD AGE
INCOME AND EXPENDITURE ACCOUNT FOR THE
YEAR ENDED 30 SEPTEMBER 2020

| | 2020 | | 2019 | |
|--|--------|--------|--------|----------|
| | £ | £ | £ | £ |
| INCOME | | | | |
| Members Subscriptions | 54,658 | | 52,231 | |
| Gift Aid | 8,592 | | 8,978 | |
| Bank Interest Received | 131 | | 121 | |
| Donations | 174 | | 332 | |
| | | 63,655 | | 61,062 |
| EXPENSES | | | | |
| Administrative Expenses | | | | |
| Stationery & Printing | 114 | | 378 | |
| Postage | 609 | | 480 | |
| Advertising | - | | 273 | |
| Committee meetings expenses | 175 | | - | |
| Equipment and Maintenance | - | | 362 | |
| Bank charges | - | | 17 | |
| Cedars | 934 | | - | |
| Accountancy | 1,140 | | 1,140 | |
| | | 2,072 | | 2,650 |
| Study Group Costs | | | | |
| Software | 1669 | | 1476 | |
| Speakers expenses | 403 | | 705 | |
| Study Materials | 112 | | 21 | |
| Telephone & Faxes | - | | - | |
| Postage | - | | - | |
| Travel Expenses | - | | 7 | |
| Stationery | - | | - | |
| Gifts | - | | 33 | |
| Social events | 163 | | 11 | |
| | | 2,347 | | 2,253 |
| Newsletter | | | | |
| Printing | 1,610 | | 2,506 | |
| Stamps & Postage | 1,599 | | 2,469 | |
| | | 3,209 | | 4,977 |
| Room Hire | | | | |
| Room Hire Study Groups HAC | 22,246 | | 46,270 | |
| Room Hire Study Groups other | - | | - | |
| AGM Room Hire & committee meetings | - | | 545 | |
| Room Hire New Members meetings | 275 | | 12 | |
| Room Hire Speakers | 330 | | 1,300 | |
| Room Hire - Tours and visits | - | | 24 | |
| Room Hire - Bridge | - | | - | |
| Room Hire Memory courses | - | | 261 | |
| | | 22,851 | | 46,412 |
| USA Trust | | | | |
| USA Capitation Fees | 4,018 | | 4,008 | |
| USA Trust News | 2,058 | | 2,102 | |
| | | 6,076 | | 6,110 |
| Sundry Expenses | | | | |
| Depreciation | 144 | | 192 | |
| | | 144 | | 192 |
| TOTAL EXPENSES | | 37,599 | | 64,594 |
| EXCESS OF INCOME OVER EXPENDITURE | | 26,056 | | (23,532) |

THE HARROW UNIVERSITY OF THE THIRD AGE
INCOME AND EXPENDITURE ACCOUNT FOR THE
YEAR ENDED 30 SEPTEMBER 2020

TOURS AND VISITS

| <u>Bank account summary</u> | <u>2020</u> | | <u>2019</u> | |
|--|--------------------|---------------|--------------------|---------------|
| | £ | £ | £ | £ |
| <u>Balance brought forward at 1 October 2019</u> | | 13,305 | | 14,911 |
| <u>Income</u> | | | | |
| Re tours and visits | | 7,057 | | 23,663 |
| Bank Interest Received | | - | | - |
| | | 7,057 | | 23,663 |
| <u>Expenses</u> | | | | |
| Tours and Visits Expenses | 6,023 | | 24,009 | |
| Bank charges | 744 | | 987 | |
| Accountancy | 0 | | 10 | |
| Subscriptions | 240 | | 240 | |
| Room hire | - | | - | |
| | 24 | | 23 | |
| | | 7,031 | | 25,269 |
| <u>Balance carried forward at 30 September 2020</u> | | 13,331 | | 13,305 |
| <u>Contribution to funds</u> | | | | |
| Income for the year | | | | |
| Paid in advance at 1 October 2019 | 4,110 | | 6,189 | |
| Received in year | 7,057 | | 23,663 | |
| Bank interest | - | | - | |
| Paid in advance at 30 September 2020 | - | | (4,110) | |
| | | 11,167 | | 25,722 |
| Expenses | | | | |
| Payments in advance at 1 October 2019 | 3,000 | | 2,352 | |
| Paid in year | 6,022 | | 24,009 | |
| Expenses | 744 | | 987 | |
| Bank charges | - | | 10 | |
| Accountancy | 240 | | 240 | |
| Subscriptions | - | | - | |
| Room hire | 24 | | 23 | |
| Payments in advance at 30 September 2020 | - | | (3,000) | |
| | | 10,030 | | 24,621 |
| <u>Net surplus/deficit for the year</u> | | £1,137 | | £1,101 |