

# Aughton & Ormskirk U3A AGM 15 June 2017

## Treasurer Presentation

### Changes which have occurred since my last presentation at last year's AGM

- a. Our Membership Secretary has incorporated our U3A membership into the Beacon System
  - i. **What is the Beacon System?**-It is A Third Age Trust sponsored computer system developed by a team of U3A members who are experts which incorporates systems for individual U3As to manage their membership and finance.
- b. Gerard Latham was appointed Assistant Treasurer
- c. In October the Finance & Resources Sub Committee made the decision to explore the feasibility of joining the Beacon Accounting system.
- d. Derrick Fewings evaluated Beacon by using my accounts each month to create our U3A accounts in the Beacon system. In January the F & R Committee were satisfied that Beacon was a satisfactory system to use and recommended to the Management Committee that it be adopted .
- e. The 3 month trial then became the official accounts with me maintaining my Excel Accounts as a back-up for the remainder of the financial year.
- f. Derrick maintained the system using Beacon and I continued with my system for the remaining 3 months of the financial year.
- g. Having successfully created the Beacon accounts from last October, Derrick then used my figures to incorporate all information for the first half of the year ie April 2016 to September 2016.
- h. Being mindful the time it took for me to arrange all the changes with HSBC Bank when I became Treasurer it was agreed that Gerry and I would reverse positions to allow Gerry to introduce his ideas and organise the bank. During this time I would continue keeping the accounts until 31 March 2017. This arrangement has worked very satisfactorily. The changes with the bank are now almost complete.

### Major changes to the accounts since Gerard Latham has taken over

1. The Theatre and Philharmonic accounts have been closed with balances transferred into the Groups Account with all financial transactions now handled by the treasurer.
2. The balance held in our deposit account has been deposited with The United Trust Bank at a slightly higher rate of interest.
3. A Paypal Account has been opened to allow members to renew membership on line. This appears to have found favour with many of you with old curmudgeons like me electing to use a good old-fashioned cheque.

### Receipts & Payments Account for the year ended 31st March 2017

The first thing to mention is that the document before you is a consolidated account incorporating the Main, Groups, Theatre and Philharmonic accounts.

**A quotation from a treasurer of my acquaintance :-** Figures are like bikinis – What they conceal is more important than what they reveal

## Receipts

Subscriptions	the high figure is due to some membership renewals for 2017/18 having been received before the end of year
Bookstall	I would record our thanks to Barbara & Alan Bonner and their team of helpers for work raising this sum.
Session Fees	This figure includes all money paid in by groups to cover room hire for meetings and individual members to cover employed tutor fees, concerts and outings organised by individual groups. Room hire is charged at 50p per member attendance at a group meeting with any shortfall in rent covered by U3a. All other activities are funded in full by those taking part.
Short Courses	This is the fees paid by the course members.
Horizons	This is net takings deposited after weekly provisions have been purchased.
Social Committee	Mainly Summer Gala and Christmas Lunch
Gift Aid	Not yet received
Donations	£200 collected by members of the Musical Theatre Group 24.11.16
Miscellaneous	Small items which do not match any of our standard categories

## Payments

Third Age Trust	Affiliation fee £3.50/member, postal delivery of Third Age Matters, Licenses Delegate attendance at National AGM
Magazine	Production and postal costs associated with delivery to members.
Speakers	Costs associated with fees to speakers, hire of Christ Church, advertising and hospitality.
Gen. Administration	Increase due to JVSA fee for examining last years accounts.
Equipment	Includes repairs and purchase of new equipment
Stationery	Mainly copy paper
Internet and Website	Fees associated with the supply of the facility
Meetings	Mainly Trustee, management & finance committees room hire costs. The increase is due to now being booked explicitly to meetings while in the past booked as general premises costs.
B & M Off. Machines	Costs associated with Photocopier and Reisograh
Postage	Increase due to claims being made infrequently and crossing end of years
Post Office Box	Payment for a local facility of a Post Office Box in Ormskirk
Printing	Purchase of receipt books and publicity material.
Telephone	Reduction due to one quarter paid after close of the year.

Paypal	Commission for the service
Activities	Cost of providing group outings and events, Occasional Tours.
Walking Holidays	Payment to HF Holidays
Tutors	Fees paid to external tutors all paid in full by members of the groups who use an external tutor
Premises –HQ	Increase paid for last quarter of year.
Premises – Other	Total cost of all external premises used by U3A
Phil & Theatre	Cost of tickets and transport paid in full by members using the facility. Thanks are due to Dorothy Harrison, Ann Robinson and Gwen Holyland for their continued management of these services.
Short Courses	Expenses associated with presenting the courses.
Horizons	Occasional bulk purchase of provisions.
Social Committee	Costs associated with the summer gala, Christmas Lunch and other services.
Miscellaneous	Expenses incurred in providing gifts of flowers, presents for long service to the U3A first aid equipment and other small items which do not fit into a category.

### **My personal closure as Treasurer**

Over the years I have been helped by the many group leaders and coordinators who have collected their group monies and paid it into me on Thursday mornings very regularly. – Many thanks

Lesley Smith, Linda Griffiths and Deirdre Slater who have stood in for me on Thursdays when I haven't been available. –Many Thanks

Members of the F & R sub-committee and the Management Committee who cheerfully put up with me- Many Thanks

A very special mention to Derrick Fewings for all the many occasions that he has assisted me with problems. He has very willingly and efficiently come to my rescue. He has undertaken a whole year's work firstly assessing the Beacon System as a suitable vehicle for our needs and then undertaking to transfer the year's accounts from my Excel spreadsheets to our new Beacon accounts package. He deserves thank you from everybody in our U3A.

And finally I must record my sincere thanks to my wife Sue for willingly supporting me throughout the years I have been involved the disruption to our life in so many ways, holding meals up whilst I just finish etc. neglecting the garden and many more things I have no doubt she could reel off if asked.

I depart from the accounts leaving you in the very capable hands of your new Treasurer Gerard Latham.