

**SEVENOAKS U3A [Registered Charity No. 1051712]**

**Receipt & Payment Account for the year ended 31 March 2016**

	General Fund	Social Fund	Total Funds	Last Year
<b>Receipts</b>				
Proceeds from Social Events		£ 14,981	£ 14,981	£ 10,702
Subscriptions	£ 11,231	£ -	£ 11,231	£ 10,838
Gift Aid	£ 2,144	£ -	£ 2,144	£ 2,027
Interest	£ 87	£ -	£ 87	£ 12
	<b>£ 13,462</b>	<b>£ 14,981</b>	<b>£ 28,443</b>	<b>£ 23,579</b>
<b>Payments</b>				
Cost of Social Events	£ -	£ 13,142	£ 13,142	£ 9,804
Capitation Fees	£ 3,539	£ -	£ 3,539	£ 3,420
Newsletters Flyers & Booklets	£ 4,953	£ -	£ 4,953	£ 4,422
Administration	£ 547	£ -	£ 547	£ 419
Education	£ 1,232	£ -	£ 1,232	£ 1,481
U3A News Distribution	£ 1,563	£ -	£ 1,563	£ 1,473
Handbooks	£ 1,121	£ -	£ 1,121	£ 1,077
Hall Hire	£ 1,324	£ -	£ 1,324	£ 1,276
Speakers Fees	£ 616	£ -	£ 616	£ 761
Refreshments	£ 38	£ -	£ 38	£ 88
Equipment	£ 327	£ -	£ 327	£ 415
	<b>£ 15,259</b>	<b>£ 13,142</b>	<b>£ 28,401</b>	<b>£ 24,634</b>
Net of Receipts (Payments)	<b>(£1,798)</b>	<b>£ 1,839</b>	<b>£ 41</b>	<b>(£1,055)</b>
Cash Funds Last Year	£ 12,861	£ 3,756	£ 16,617	£ 18,133
Cash Funds This Year	£ 11,063	£ 5,595	£ 16,658	£ 17,078

**Statement of Assets & Liabilities at 31 March 2016**

	General Fund	Social Fund	Total Funds	Last Year
Bank	£ 9,043	£ 5,595	£ 14,638	£ 15,638
Postage Stamps	£ 2,021	£ -	£ 2,021	£ 1,440
	<b>£ 11,063</b>	<b>£ 5,595</b>	<b>£ 16,658</b>	<b>£ 17,078</b>

**Signed by two trustees on behalf of all the trustee**

Jim Purves

Brian Cairnie

May 2016

**Independent Examiner's Report to the Trustees of Sevenoaks U3A**

I report on the accounts of Sevenoaks U3A for the year ended 31 March 2016 which are set out above. *Respective responsibilities of trustees and examiner*

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43(3)(a) of the 1993 Act);
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act); and
- state whether particular matters have come to my attention.

*Basis of independent examiner's report*

My examination was carried out in accordance with the General Directions given by the Charity Commission. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

*Independent examiner's statement*

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act;

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Richard Baxter, 7 The Drive, Sevenoaks TN13 3AB

May 2016