

ST JOHN'S COMMON ROOM

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

ST JOHN'S COMMON ROOM

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ST JOHN'S COMMON ROOM

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2020

Trustees

Miss Alice Butler (appointed 1 July 2021)
Ms Molly Byford (appointed 4 July 2020, resigned 1 July 2021)
Reverend Susannah Curtis
Professor Roger Dye, Chair to 9 June 2020 (resigned 9 June 2020)
Mr Richard Dyer (resigned 29 October 2020)
Mr Lewis Eden (appointed 13 March 2020, resigned 19 March 2021)
Ms Carys Funnell, Chair from 9 June 2020 (appointed 20 February 2020)
Mr William Guerin-Ciccione (appointed 13 March 2020, resigned 19 March 2021)
Ms Kate Hickson (appointed 1 May 2021)
Mr Martin Hodgetts (appointed 9 June 2020)
Mr Kendall Augustine Ihm (resigned 13 March 2020)
Mr Thomas Jackson (appointed 13 March 2020)
Ms Jennifer Knox (appointed 29 October 2020)
Mr Paul Leake (resigned 1 February 2021)
Mr George Padolsey (appointed 19 March 2021)
Mr Joseph Pape (resigned 4 July 2020)
Ms Sarah Quinn (appointed 19 March 2021)
Mr Richard Roberts (resigned 20 February 2020)
Mr Connor Simmons (resigned 13 March 2020)
Mr Bhawash Vasnani (resigned 13 March 2020)

Charity registered number

1155621

Principal office

St John's College
3 South Bailey
Durham
Co. Durham
DH1 3RJ

Honorary Treasurer

Bhawesh Vasnani (resigned 13 March 2020)
Thomas Jackson (appointed 13 March 2020)

ST JOHN'S COMMON ROOM

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
(CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

Accountants

Ryecroft Glenton
Chartered Accountants
32 Portland Terrace
Newcastle upon Tyne
Tyne and Wear
NE2 1QP

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their annual report together with the financial statements of St John's Common Room for the year from 1 January 2020 to 31 December 2020. The trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 2015).

The charity also trades under the names St John's College SJCR and St John's College JCR.

Objectives and activities

● Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The SJCR's policies and objectives are identical to its charitable objects which are the advancement of education of students at St John's College for the public benefit by:-

- promoting the interests and welfare of students at St John's College during their course of study and representing, supporting and advising students;
- being the recognised representative channel between students and St John's College and any other external bodies; and
- providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students.

The SJCR seeks to ensure fair treatment of all its members in the execution of its charitable objects.

● Activities undertaken to achieve objectives

The SJCR achieves its objectives through:

- making grants to organisations;
- providing building facilities;
- providing advocacy, advice, information and other services; and
- acting as an umbrella and resource body.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Objectives and activities (continued)

- **Main activities undertaken to further the charity's purposes for the public benefit**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in determining the activities undertaken by the charity.

The Charity Commission in its public benefit guidance states that there are two key principles to be met in order to show that an organisation's aims are for the public benefit: first there must be an identifiable benefit and, secondly, that the benefit must be to the public or a section of the public. The Trustees are satisfied that the aims and objectives of the charity, and the activities reported on above to achieve those aims meet these principles.

The Trustees achieve their objectives primarily through the running of social and educational events for our members as well as allowing personal development and recreation.

Achievements and performance

- **Key performance indicators**

Subscription income £23,480

Net surplus on fundraising activities £529.

- **Review of activities**

2020 brought huge change to our charity as the unexpected global pandemic reached Durham and civil liberties were curtailed. Despite the impact of Covid, our services and opportunities continued, often in a virtual manner after March. Members of the SJCR were provided with a range of services, including peer support for personal welfare issues, sports teams, performing arts and societies as well as the representation of members' interests at both College and University level.

Before the pandemic's impact was felt in Durham, the SJCR continued its emphasis on creating community and promoting inclusivity. This was embodied by successful events, such as Chinese New Year Celebrations and Shrove Tuesday celebrations. These events focused on building community and bringing together our postgraduate and international communities; the latter of these events was hosted by the Cranmer Common Room (CCR). In addition, the Middle Common Room (the MCR) hosted the first ever completely plant based Inter-Collegiate MCR Formal.

As the pandemic's effect on the UK unfolded in March, many end of term SJCR events and fundraisers had to be cancelled. The university evacuated its students and term ended a week early. The SJCR's focus quickly turned to the wellbeing and welfare of our students during lockdown. A new strategy was developed, and a campaign called 'John's Beyond Covid' was launched. This brought together members of St John's College, past and present alongside members of staff, and allowed us to support one another. This strategy was particularly fruitful in the way it enabled us to support the majority of students who were dealing with exams in the virtual world. John's Beyond Covid included innovative programmes created to enhance student's broader education such as Discover During Distancing – a project designed to support people learn things such as coding or British Sign Language - as well as a positivity project that included online workout sessions and a pen pal project between students.

Throughout the summer, we turned attention to preparing for the new academic year and the welcoming of a new intake of students. Following the ever changing government guidelines, plans were made for a safe and Covid-secure Freshers' Week, and how we might welcome new members to the SJCR in ways that were both fun and safe. From a trustee level, this meant preparing many risk assessments for our activities.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Achievements and performance (continued)

Although Freshers Week events were almost solely held online due to local restrictions in the North East, a continued emphasis was placed on accessibility and inclusion for the new academic year. This can be evidenced through our role of Financial Wellbeing Rep; introduced in 2019, whose work enabled our new intake of students to be in receipt of a financial wellbeing guide ahead of joining the College. During the autumn, the role of Multi-faith Coordinator was created to promote inclusion and diversity among the differing faiths within the community, as well as planning events around significant cultural and religious festivals. This resulted in our first Diwali and Hannukah celebrations.

The SJCR also began to develop training for members including anti-racism training and disability awareness training with the aim of rolling these out to members in 2021. We also successfully passed a referendum to update our Constitution, which included removing gendered language from the document.

Following their Inter-Collegiate Formal and the outbreak of the pandemic, the MCR scaled back operations as the wider charity supported students over restrictions. Preparing for a new cohort of members, the MCR welcome students by running events (such as escape rooms and an online pub evening), as well as preparing quarantine packages given their large number of international students. They also ran their first consent workshops targeted at postgraduates, advising students on protocol for when they are tutors for the university.

The CCR also scaled back in some operations, focusing their efforts on supporting members of the common room in their training. They introduced 'Tea & Piffle', an online coffee space, to enable the community to continue evolving. The year has also shown inequalities in the common room regarding gender imbalances and processes have begun to tackle this issue. Following the adoption of the SJCR's new Constitution, the CCR have started work on updating their constitutional documents. Despite the inability to meet face-to-face for the majority of the year, the CCR has put itself in a stronger place moving forwards and embraced an online community.

The Board of Trustees has developed significantly over the year. Between March and June, the Board were unable to meet. However, the Chair of the Board and the SJCR President continued to be in regular contact. In June, a new trustee (Martin Hodgetts) and a new Chair of the Board (Carys Funnell) were appointed, following Roger Dye's retirement from the Board.

Since the summer, contact has increased between Board of Trustees' members, between the Board and the team of executive volunteers and between the Board and all SJCR members. This has included a WhatsApp group for emergency contact, increased Zoom meetings, and mentor groups. There has also been a push to improve transparency at a Trustee level, therefore, more regular updates from the Board have occurred via email and at meetings.

● Fundraising activities and income generation

The Common Room works in partnership with College and University in the induction of new students during "Fresher's week". Inducting new students into the common room effectively increases income gained through membership fees.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Financial review

- **Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

It is worth drawing attention to this fact that, due to the pandemic, the SJCR's major social events that are run as fundraisers (our annual Summer and November Ball), have not been possible to hold. Therefore, the profits that would normally have been reinvested into the activities of the SJCR have not been available to us. Following this, it has been recommended that in 2021 that membership fee be increased.

- **Reserves policy**

The SJCR and the board of trustees adopted a reserves policy to protect against potential losses through services, sports and societies and the largest social event. These were chosen as basis of the reserves policy as they are the most likely to fluctuate.

It should also be noted that the financial year falls part-way through the academic year and so at the balance sheet date most of the sums from that academic year's subscription would not have been spent. Over the course of the rest of the academic year (the new one commencing in September/October), we would anticipate around £9-10,000 to be spent, before a new set of subscriptions are received.

On 31st December 2020, the SJCR held £64,843 in reserves, of which £39,558 was cash at bank and in hand which the Trustees consider to be reasonable and in line with the above policies.

- **Financial review**

As these financial statements indicate, the Charity has a sound financial base. One of the aims of the Trustees is to secure the long-term future of the Charity by careful and prudent management of its assets. As of 31 December 2020 the Charity had net assets of £64,843 (2019: £55,871) and it is the opinion of the trustees that the existing reserves are sufficient to meet any reduction in incoming resources in the foreseeable future.

Structure, governance and management

- **Constitution**

Throughout the period the charity was controlled by its governing document, the St John's College SJCR Constitution ("The Constitutional Documents of the John's Common Room"). The governing document, ratified and adopted on 02 February 2011. Its most up to date form was ratified on 24 November 2020, due to a referendum.

The SJCR was registered as an independent charity on 4 February 2014 (registered number 1155621), it was an unregistered charity prior to this point.

Under the current Constitution, the SJCR and its property is managed and administered by a Board of Trustees. The Board consists of The SJCR President, Treasurer and three Vice-Presidents and Four External Trustees. Internal and External Trustees are appointed in accordance with the procedures stated in the constitutional documents.

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020**

Structure, governance and management (continued)

● **Methods of appointment or election of Trustees**

Internal Trustees are nominated by SJCR members for appointment by the Board of Trustees. External Trustees are voted upon in general meetings of the Trustee Board and then ratified by a general meeting of members, holding their position for up to two terms of four years.

● **Organisational structure and decision-making policies**

The SJCR elects members of the SJCR to various officer roles, with varying responsibilities; of these, thirteen are members of the Executive Committee. The SJCR Executive Committee acts as a Management Committee and usually meets weekly, and failing that, fortnightly, during term time. Of the thirteen, a core of five are members of the Tier 1 Executive Committee, who are the five Internal Trustees.

All policy, planning and major financial or strategic decisions must either be approved by a SJCR general meeting or a Trustee meeting, or, when appropriate, both. Operational decisions are made by the appropriate SJCR Officers.

● **Policies adopted for the induction and training of Trustees**

Trustees are given in house training on their responsibilities as well as the governing structure of the SJCR. Training and induction are delivered by the Chair of Trustees. New trustees are also referred to the charities commission website for help.

● **Pay policy for key management personnel**

The President's employment of 30 hours per week is legally out-sourced by the SJCR to St John's College (Charity No. 1141701) in order to ensure adherence to employment law, good practice and taxation matters. The monies for the President's salary are transferred from the SJCR to St John's College, and proper records kept. No other Trustees are remunerated in any way.

● **Related party relationships**

The SJCR is recognised by St John's College as the student representative body as agreed upon by a memorandum of agreement. We take on some joint activities mainly through St. John's College, which is part of the University of Durham, such as open days, academic and social events. The SJCR works in collaboration with the Durham Students Union and consequently the National Union of Students, both of which provides wider representation for SJCR members and also offers guidance and support. The SJCR is partnered with the University of Durham, which provides space and facilities to members. We accept funding from University of Durham on a per member basis. We have strong links with various other academic and student bodies connected to St John's College and the University of Durham generally.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Structure, governance and management (continued)

• Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. In 2020, we encountered a risk that we had no ability to prepare for: the pandemic. However, the impact of the pandemic has largely landed on the operations and finances of the charity and therefore we have dealt with those risks. The health and safety of our members, due to our Memorandum of Agreement, has previously been largely monitored by St John's College. Due to the pandemic, we have increased our focus on the management of the health and safety within SJCR activities.

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud, reputation, and error. There currently is a risk register, which is reviewed annually. Further policies and protocols include: the Financial Procedures of the Common Room, including cash and card handling policies as well as a whistleblowing procedure; the Memorandum of Agreement between the Trustees and College Council; and Common Room Representation on College Council and Committees.

Plans for future periods

Major projects or activities in the foreseeable future include:

- Host fundraisers to finance activities of the charity
- Continue to provide previously listed services to members of the SJCR
- Continuing to operate in the best interests of the members within the changing landscape of higher education in the UK
- Investigate changing the structure of the charity

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 23 December 2021 and signed on their behalf by:

Carys Funnell
Chair of Trustee Board

Miss Alice Butler
SJCR President 2020-21

ST JOHN'S COMMON ROOM

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

Independent examiner's report to the Trustees of St John's Common Room ('the charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 December 2020.

Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 charity as required by section 130 of the 2011 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.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Signed:

Dated: 23 December 2021

Detlev Anderson, FCA

Ryecroft Glenton
Chartered Accountants
32 Portland Terrace
Newcastle upon Tyne
Tyne and Wear
NE2 1QP

ST JOHN'S COMMON ROOM

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	Unrestricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
Income from:				
Donations and legacies	3	34,517	34,517	38,127
Charitable activities	4	10,805	10,805	13,206
Other trading activities	5	1,832	1,832	61,749
Other income		5,402	5,402	-
		<u>52,556</u>	<u>52,556</u>	<u>113,082</u>
Total income				
Expenditure on:				
Raising funds	6	1,303	1,303	65,607
Charitable activities	8	42,281	42,281	65,171
		<u>43,584</u>	<u>43,584</u>	<u>130,778</u>
Total expenditure				
		<u>8,972</u>	<u>8,972</u>	<u>(17,696)</u>
Net movement in funds				
Reconciliation of funds:				
Total funds brought forward		55,871	55,871	73,567
Net movement in funds		8,972	8,972	(17,696)
		<u>64,843</u>	<u>64,843</u>	<u>55,871</u>
Total funds carried forward				

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 13 to 25 form part of these financial statements.

ST JOHN'S COMMON ROOM

**BALANCE SHEET
AS AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	11	461	924
Investments	12	3,146	3,146
		<u>3,607</u>	<u>4,070</u>
Current assets			
Stocks	13	1,908	930
Debtors	14	24,318	6,965
Cash at bank and in hand		39,558	53,999
		<u>65,784</u>	<u>61,894</u>
Creditors: amounts falling due within one year	15	(4,548)	(10,093)
Net current assets		<u>61,236</u>	<u>51,801</u>
Total assets less current liabilities		<u>64,843</u>	<u>55,871</u>
Net assets excluding pension asset		<u>64,843</u>	<u>55,871</u>
Total net assets		<u><u>64,843</u></u>	<u><u>55,871</u></u>
Charity funds			
Unrestricted funds	16	64,843	55,871
Total funds		<u><u>64,843</u></u>	<u><u>55,871</u></u>

The financial statements were approved and authorised for issue by the Trustees on 23 December 2021 and signed on their behalf by:

Ms Carys Funnell
Chair of Trustee Board

Miss Alice Butler
SJCR President 2020-21

The notes on pages 13 to 25 form part of these financial statements.

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. General information

St John's Common Room Trust is a registered charity, number 1155621. The charity is unincorporated and its registered office is St John's College, 3 South Bailey, Durham, Co. Durham, DH1 3RJ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

St John's Common Room meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

Many activities the charity would normally undertake annually did not occur for at least some of 2020 due to restrictions imposed as a result of the ongoing coronavirus pandemic, particularly the provision of sports teams and societies. It was not possible to hold either of the student balls that the charity normally runs as fundraisers (annual Summer and November Ball). This resulted in a significant reduction in the charity's income from fundraising activities but also a proportional reduction in the charity's expenditure on raising funds during 2020. In addition, it has been recommended that in 2021 the membership fee be increased

Nevertheless, the Trustees continue to adopt the going concern basis in preparing the financial statements and have a reasonable expectation that the charity has sufficient resources to continue in operational existence for for at least the twelve months following the date of the approval of these accounts.

2.3 Income

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

2. Accounting policies (continued)

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Fixtures and fittings	- 25% straight line
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2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

2.7 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

2.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

2. Accounting policies (continued)

2.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.11 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

3. Income from donations and legacies

	Unrestricted funds 2020 £	Total funds 2020 £
Donations	518	518
Grants - Durham University	10,519	10,519
Student membership subscriptions	23,480	23,480
	<u>34,517</u>	<u>34,517</u>

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Donations	50	50
Grants - Durham University	10,581	10,581
Student membership subscriptions	27,496	27,496
	<u>38,127</u>	<u>38,127</u>

4. Income from charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £
Income from charitable activities - Student welfare and development	10,805	10,805

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Income from charitable activities - Student welfare and development	13,206	13,206

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

5. Income from other trading activities

Income from non charitable trading activities

	Unrestricted funds 2020 £	Total funds 2020 £
Fundraising events		
Student balls, formal and other fundraising events	1,832	1,832
	<u> </u>	<u> </u>

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Fundraising events		
Student balls, formal and other fundraising events	61,749	61,749
	<u> </u>	<u> </u>

6. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2020 £	Total funds 2020 £
Fundraising events direct costs	1,303	1,303
	<u> </u>	<u> </u>

	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Fundraising events direct costs	65,607	65,607
	<u> </u>	<u> </u>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

7. Analysis of grants

	Grants to Individuals 2020 £	Total funds 2020 £
Grants, Student welfare and development	306	306
	<hr/>	<hr/>
	<i>Grants to Individuals 2019 £</i>	<i>Total funds 2019 £</i>
Grants, Student welfare and development	430	430
	<hr/>	<hr/>

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2020 £	Total funds 2020 £
Student welfare and development	42,281	42,281
	<hr/>	<hr/>
	<i>Unrestricted funds 2019 £</i>	<i>Total funds 2019 £</i>
Student welfare and development	65,171	65,171
	<hr/>	<hr/>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

9. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Grant funding of activities 2020 £	Support costs 2020 £	Total funds 2020 £
Student welfare and development	21,856	306	20,119	42,281

	<i>Activities undertaken directly 2019 £</i>	<i>Grant funding of activities 2019 £</i>	<i>Support costs 2019 £</i>	<i>Total funds 2019 £</i>
Student welfare and development	37,782	430	26,959	65,171

Analysis of direct costs

	Student welfare and development 2020 £	Total funds 2020 £
Depreciation	463	463
Student services	8,647	8,647
Freshers week	3,353	3,353
Student welfare and hardship	803	803
Student shared equipment purchases	1,954	1,954
Sports and societies costs	4,242	4,242
Student enrichment	2,394	2,394
	<u>21,856</u>	<u>21,856</u>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

9. Analysis of expenditure by activities (continued)

Analysis of direct costs (continued)

	<i>Student welfare and development 2019 £</i>	<i>Total funds 2019 £</i>
Depreciation	463	463
Student services	11,165	11,165
Freshers week	4,557	4,557
Student welfare and hardship	1,417	1,417
Student shared equipment purchases	3,142	3,142
Sports and societies costs	12,438	12,438
Common rooms	2,027	2,027
Music licences	219	219
Student enrichment	2,354	2,354
	<hr/> 37,782 <hr/>	<hr/> 37,782 <hr/>

Analysis of support costs

	<i>Student welfare and development 2020 £</i>	<i>Total funds 2020 £</i>
Staff costs	10,676	10,676
Office and general administration costs	254	254
Insurance	2,051	2,051
Presidents flat	4,662	4,662
Bank charges	11	11
Other costs	456	456
Governance costs	2,009	2,009
	<hr/> 20,119 <hr/>	<hr/> 20,119 <hr/>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

9. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

	<i>Student welfare and development 2019 £</i>	<i>Total funds 2019 £</i>
Staff costs	11,918	11,918
Office and general administration costs	674	674
Insurance	2,039	2,039
Bank charges	13	13
Other costs	2,529	2,529
Governance costs	3,406	3,406
Amphitheatre costs	4,000	4,000
Wine Cellar - bank account and stock transfer	2,380	2,380
<i>Total 2019</i>	<u>26,959</u>	<u>26,959</u>

Governance costs included above comprise:

	2020 £	2019 £
Officers' and Trustee expenses	109	596
Independent examiner's fees - Ryecroft Glenton	935	935
Accounts preparation fees	865	1,875
Other costs	100	-
	<u>2,009</u>	<u>3,406</u>

10. Trustees' remuneration and expenses

During the year, a Trustee has been paid remuneration indirectly from an employment with St John's College, and has the use of a flat, shared with St John's College, as follows:

		2020 £	2019 £
Ms Molly Byford	Remuneration	4,059	-
	Other benefits	3,475	-
Mr Joseph Pape	Remuneration	3,935	3,935
	Other benefits	2,375	2,375

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

10. Trustees' remuneration and expenses (continued)

During the year ended 31 December 2020, no Trustee expenses have been incurred (2019 - £NIL).

11. Tangible fixed assets

	Fixtures and fittings £
Cost or valuation	
At 1 January 2020	1,850
At 31 December 2020	1,850
Depreciation	
At 1 January 2020	926
Charge for the year	463
At 31 December 2020	1,389
Net book value	
At 31 December 2020	461
At 31 December 2019	924

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

12. Fixed asset investments

	Other fixed asset investments £
Cost or valuation	
At 1 January 2020	3,146
At 31 December 2020	<u>3,146</u>
Net book value	
At 31 December 2020	<u>3,146</u>
At 31 December 2019	<u>3,146</u>

The above investment comprises a NS&I deposit.

13. Stocks

	2020 £	2019 £
Gown stocks	<u>1,908</u>	<u>930</u>

14. Debtors

	2020 £	2019 £
Due within one year		
Prepayments and accrued income	<u>24,318</u>	<u>6,965</u>
	<u>24,318</u>	<u>6,965</u>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

15. Creditors: Amounts falling due within one year

	2020	<i>2019</i>
	£	<i>£</i>
Trade creditors	2,494	<i>4,763</i>
Other creditors	254	<i>-</i>
Accruals and deferred income	1,800	<i>5,330</i>
	4,548	<i>10,093</i>

16. Statement of funds

Statement of funds - current year

	Balance at 1 January 2020 £	Income £	Expenditure £	Balance at 31 December 2020 £
Unrestricted funds				
General Funds	55,871	52,556	(43,584)	64,843

Statement of funds - prior year

	<i>Balance at 1 January 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Balance at 31 December 2019 £</i>
Unrestricted funds				
General Funds	<i>73,567</i>	<i>113,082</i>	<i>(130,778)</i>	<i>55,871</i>

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

17. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	461	461
Fixed asset investments	3,146	3,146
Current assets	65,784	65,784
Creditors due within one year	(4,548)	(4,548)
Total	64,843	64,843

Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	924	924
Fixed asset investments	3,146	3,146
Current assets	61,894	61,894
Creditors due within one year	(10,093)	(10,093)
Total	55,871	55,871

18. Related party transactions

As disclosed above, the President of St John's Common Room is remunerated indirectly through St John's College (see note 10).

There were no other related party transactions during the year.