

ST JOHN'S COMMON ROOM

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 DECEMBER 2021

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 PERIOD ENDED 31 DECEMBER 2021

Trustees	Miss Alice Butler (resigned 1 July 2022) Reverend Susannah Curtis Ms Carys Funnell, Chair Ms Kate Hickson Mr Martin Hodgetts Mr Thomas Jackson Ms Jennifer Knox Mr George Padolsey (resigned 1 November 2021) Ms Sarah Quinn (resigned 19 March 2022) Ms Anna Robinson (appointed 1 July 2022) Ms Emily Martin (appointed 1 July 2022) Ms Elaine Grant (appointed 19 March 2022) Ms Molly Byford (resigned 1 July 2021) Mr Nickolas Tan (appointed 31 January 2022, resigned 1 July 2022)
Charity registered number	1155621
Principal office	St John's College 3 South Bailey Durham Co. Durham DH1 3RJ
Honorary Treasurer	Thomas Jackson (resigned 1 July 2022) Anna Robinson (appointed 1 July 2022)
Accountants	Ryecroft Glenton Chartered Accountants 32 Portland Terrace Newcastle upon Tyne Tyne and Wear NE2 1QP

**TRUSTEES' REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2021**

The Trustees present their annual report together with the financial statements of the Charity for the year 1 January 2021 to 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Objectives and activities

● **Policies and objectives**

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 forms 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.

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)'.

● **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.

TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 31 DECEMBER 2021

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 £31,639

Net surplus on fundraising activities £7,783.

TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 31 DECEMBER 2021

Achievements and performance (continued)

● **Review of activities**

2021 was a year which saw the SJCR slowly emerge and recover from the impact of the COVID-19 pandemic. At the beginning of the year, students were mostly at home having not yet returned to Durham for their studies, so, our events and activities continued online. We facilitated the election of a new president and executive committee online as well as having our annual Festival Dinner celebrations (wherein the executive committee of the past year are thanked) virtually. In February Paul Leake, a charity external trustee, resigned which prompted the quick advertisement of the open position. Interviews followed and Katie Hickson was appointed as a new trustee in May. Also, during this time at the start of the year we rewrote our complaints procedure, to ensure it was fully equipped and comprehensive.

We ran many events during this time at a distance; for example, we organised Chinese New Year and Pancake Day events which saw students come to pick up ingredients and goodie-bags to then take to make and celebrate within different households. During this time, the welfare of our members was of the utmost importance. Our executive committee took over social media to encourage students to prioritise self-care through a variety of challenges including walking, reading and journaling. We also kept our welfare drop-ins strictly online during this period.

Over easter we ran successful Post Offer Visit Days online. These included talks from Open Day reps and staff members, followed by Q+As with current students. We also organised events like quizzes. Overall, we had around 300 prospective students engaged in over 9 events throughout the scheme.

Students returned for the Easter term even though teaching and exams were still mostly online. During exam season the welfare events team ran our annual Stressless programme. This included a range of events, from small group craft sessions to decorating cupcakes. These events helped promote mental health during the most stressful period of the academic year, as well as building community among our members. Making the most of the late spring weather and in keeping with government Coronavirus recommendations, these events were held outside.

Towards the end of the term, we ran a few in person events in line with government guidance. We were able to put on a successful Johns Music Society Barbeque, Eco Festival, Pride and Summer Soiree. It should be noted that the introduction of Pride was new this year and is an event we hope to see return every year. All of these events were ticketed and ticket-holders had to show proof of an LFT on the door to enter. Ticket-holders were sat in household bubbles and socially distanced from others to discourage the spread of COVID-19. However, unfortunately the student community saw a flare-up of the virus towards the end of term which meant we had to cancel Johns Day, Leavers Formal and MCR Brunch. We ran virtual events for Johns Day which included household challenges and Leavers Formal became a pizza evening on Linton Lawn.

SJCR awards were given out virtually. This year, the Presidents' Commendation was introduced to appreciate volunteers who had gone above and beyond for the Common Room that year but did not qualify for Services to the SJCR.

The MCR in the year 2021 had a productive year transitioning out of the pandemic, the common room struggled with engagement and building momentum but the work from the MCR President and VP, meant events took place monthly. Post graduate students could still access support and welfare throughout the year. Sadly in the summer of 2021 all our summer events were cancelled due to the Covid Delta Variant outbreak within the college community.

Over the summer we prepared for Freshers Week, since renamed Welcome Week. A conscious effort was made over this time to make sure the Common Room was explained properly to those arriving so we could encourage membership and involvement after around a year of low engagement. A short SJCR video was created to be showcased which explained what we do and provide for students as well as how they can get involved.

**TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 31 DECEMBER 2021**

Achievements and performance (continued)

The induction of students was in person but heavily monitored by LFT testing. We were glad to see the return of the Mega party, tea and toast evenings, matriculation and club nights. This year, we also made sure to include 'staying-in' options wherever possible, so that students did not feel pressured to consume alcohol or go out clubbing. We finished off the week with two successful Freshers formals which provided an opportunity to show thanks for the hard work of our Freshers Representatives team of volunteers who joined the formal, as well as introducing the new students to formal dining at St Johns.

In November Bailey Ball returned. We checked negative LFTs alongside tickets and installed temporary ventilators in crowded spaces. It was great to see the return of this in-person event with a three-course meal provided as well as silent disco, events in the marquee, photos, chocolate fountain, bands and pizza breakfast. It should be mentioned that we had a great alumni presence at this event as students returned to experience the first Bailey Ball since 2019. This is the largest individual event organised by SJCR volunteers. As such general excitement among the college community around this time should be capitalised upon to encourage interest in joining SJCR volunteer teams such as the Social Events Committee.

Johns/Chads' Day also returned in 2021 except this time it was held in November, as it had been cancelled the summer before. The day was completed with a drink reception, buffet and awards in Leech Hall. The CCR continued to advocate for the welfare of Cranmer students throughout 2021, and despite the difficulties posed by Covid-19 worship remained the foundation of college life, whether it was in person or online. The CCR navigated a socially-distanced farewell for those graduating in the summer of 2021, but were pleased to be able to welcome a new cohort of Cranmer students in person in September.

Michaelmas term was not without its challenges however, as term came to an end, we unfortunately decided to cancel our Christmas Mega-formal due to food supply chain issues and a shortage of catering staff due to COVID. In its place, we organised a Christmas Jumper Party where members wore festive jumpers and drinks and pizza were provided in addition to Christmas tree decorations which attendees placed on a pair of trees placed in Leech Hall. The charity also faced issues within its executive committee with a few volunteer resignations from the executive committee. In response to this, a new risk register was written (which is expected to be finished in early 2022) which helps mitigate risks surrounding volunteers. To fill the positions on the executive which were now vacant, our chair made TikTok videos to explain roles and the President advertised them on their Instagram. We were able to get positions filled before the Christmas break.

For the MCR the start of the 2021/2022 academic year, was a strong start for the MCR. There was strong engagement from induction week and this led to high turnout of students coming to the pre-Mega party social event. The cake decorating event in October was also well attended, with a large majority of international students having attended the event.

We also began having weekly online drop-ins with trustees. These were great for any quick advice or guidance we needed or to share any information that had come to light in the past week. We hope to continue the use of drop-ins, keeping meetings short and for approval or discussion of matters in our cycle of tasks only. During this time, we also began to consider the renewal of our 5-year strategy, which was due in June.

● 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.

**TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 31 DECEMBER 2021**

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.

● **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 £9,000 -£10,000 to be spent, before a new set of subscriptions are received.

On 31st December 2021, the SJCR held £75,731 in reserves, of which £69,851 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 2021 the Charity had net assets of £75,731 (2020: £64,843) 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.

● **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.

**TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 31 DECEMBER 2021**

Structure, governance and management (continued)

● **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.

● **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.

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 Room Representation on College Council and Committees.

TRUSTEES' REPORT (CONTINUED)
FOR THE PERIOD ENDED 31 DECEMBER 2021

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

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 18 October 2022 and signed on their behalf by:

Carys Funnell
Chair of Trustee Board

Mr Thomas Jackson
SJCR President 2021-22

**INDEPENDENT EXAMINER'S REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2021**

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 2021.

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: 18 October 2022

Deborah Graham, FCA

Ryecroft Glenton
32 Portland Terrace
Newcastle upon Tyne
NE2 1QP

ST JOHN'S COMMON ROOM

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31 DECEMBER 2021

	Note	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:				
Donations and legacies	3	43,557	43,557	34,517
Charitable activities	4	19,747	19,747	10,805
Other trading activities	5	28,425	28,425	1,832
Other income		57	57	5,402
Total income		91,786	91,786	52,556
Expenditure on:				
Raising funds	6	20,642	20,642	1,303
Charitable activities	8	60,256	60,256	42,281
Total expenditure		80,898	80,898	43,584
Net movement in funds		10,888	10,888	8,972
Reconciliation of funds:				
Total funds brought forward		64,843	64,843	55,871
Net movement in funds		10,888	10,888	8,972
Total funds carried forward		75,731	75,731	64,843

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 12 to 24 form part of these financial statements.

ST JOHN'S COMMON ROOM

BALANCE SHEET AS AT 31 DECEMBER 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	-	461
Investments	13	3,146	3,146
		<u>3,146</u>	<u>3,607</u>
Current assets			
Stocks	14	965	1,908
Debtors	15	9,695	24,318
Cash at bank and in hand		69,851	39,558
		<u>80,511</u>	<u>65,784</u>
Creditors: amounts falling due within one year	16	(7,926)	(4,548)
Net current assets		<u>72,585</u>	<u>61,236</u>
Total assets less current liabilities		<u>75,731</u>	<u>64,843</u>
Total net assets		<u>75,731</u>	<u>64,843</u>
Charity funds			
Unrestricted funds	17	75,731	64,843
Total funds		<u>75,731</u>	<u>64,843</u>

The financial statements were approved and authorised for issue by the Trustees on 18 October 2022 and signed on their behalf by:

Ms Carys Funnell
Chair of Trustees

Mr Thomas Jackson
SJCR President 2021-22

The notes on pages 12 to 24 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

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 in October 2019 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

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.

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.

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.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021

2. Accounting policies (continued)

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, using the straight-line method.

Depreciation is provided on the following basis:

Fixtures and fittings	-	25%
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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.

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.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

2. Accounting policies (continued)

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.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £
Donations	15	15
Grants - Durham University	11,903	11,903
Student membership subscriptions	31,639	31,639
	<u>43,557</u>	<u>43,557</u>
	<u><u>43,557</u></u>	<u><u>43,557</u></u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
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>
	<u><u>34,517</u></u>	<u><u>34,517</u></u>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £
Income from charitable activities - Student welfare and development	19,747	19,747
	<u> </u>	<u> </u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Income from charitable activities - Student welfare and development	10,805	10,805
	<u> </u>	<u> </u>

5. Income from other trading activities

Income from non charitable trading activities

	Unrestricted funds 2021 £	Total funds 2021 £
Fundraising events		
Student balls, formal and other fundraising events	28,425	28,425
	<u> </u>	<u> </u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Fundraising events		
Student balls, formal and other fundraising events	1,832	1,832
	<u> </u>	<u> </u>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

6. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2021 £	Total funds 2021 £
Fundraising events direct costs	20,642	20,642

Fundraising trading expenses (continued)

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

7. Analysis of grants

	Grants to Individuals 2021 £	Total funds 2021 £
Grants, Student welfare and development	200	200

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

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021

8. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2021 £	Total funds 2021 £
Student welfare and development	60,256	60,256
	Unrestricted funds 2020 £	Total funds 2020 £
Student welfare and development	42,281	42,281

9. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Grant funding of activities 2021 £	Support costs 2021 £	Total funds 2021 £
Student welfare and development	35,264	200	24,792	60,256
	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

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Student welfare and development 2021 £	Total funds 2021 £
Depreciation	461	461
Student services	8,533	8,533
Freshers week	4,803	4,803
Student welfare and hardship	1,141	1,141
Student shared equipment purchases	715	715
Bar costs	2,217	2,217
Sports and societies costs	6,454	6,454
Student enrichment	10,940	10,940
	35,264	35,264
	35,264	35,264

	<i>Student welfare and development 2020 £</i>	<i>Total funds 2020 £</i>
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
	21,856	21,856
	21,856	21,856

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

9. Analysis of expenditure by activities (continued)

Analysis of support costs

	Student welfare and development 2021 £	Total funds 2021 £
Staff costs	14,669	14,669
Office and general administration costs	654	654
Insurance	651	651
Presidents flat	5,490	5,490
Bank charges	794	794
Governance costs	2,399	2,399
Bad debts	135	135
	<hr/> 24,792 <hr/>	<hr/> 24,792 <hr/>
	<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 PERIOD ENDED 31 DECEMBER 2021

9. Analysis of expenditure by activities (continued)

Governance costs included above comprise:

	2021 £	2020 £
Officers' and Trustee expenses	154	109
Independent examiner's fees - Ryecroft glenton	1,030	935
Accounts preparation fees	950	865
Other costs	265	100
	2,399	2,009

10. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the Charity's independent examiner for the independent examination and preparation of the Charity's annual accounts	1,980	1,800

11. 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:

		2021 £	2020 £
Miss Alice Butler	Remuneration	6,822	-
	Other benefits	2,745	-
Ms Molly Byford	Remuneration	7,235	4,059
	Other benefits	2,745	3,475

During the year ended 31 December 2021, expenses for sustenance totalling £154 were reimbursed or paid directly to 2 Trustees (2020 - £109 to 2 Trustees).

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2021

12. Tangible fixed assets

	Fixtures and fittings £
Cost or valuation	
At 1 January 2021	1,850
At 31 December 2021	<u>1,850</u>
Depreciation	
At 1 January 2021	1,389
Charge for the year	461
At 31 December 2021	<u>1,850</u>
Net book value	
At 31 December 2021	<u>-</u>
<i>At 31 December 2020</i>	<u>461</u>

13. Fixed asset investments

	Other fixed asset investments £
Cost or valuation	
At 1 January 2021	3,146
At 31 December 2021	<u>3,146</u>
Net book value	
At 31 December 2021	<u>3,146</u>
<i>At 31 December 2020</i>	<u>3,146</u>

The above investment comprises a NS&I deposit.

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

14. Stocks

	2021	2020
	£	£
Finished goods and goods for resale	965	1,908

15. Debtors

	2021	2020
	£	£
Due within one year		
Other debtors	1,000	-
Prepayments and accrued income	8,695	24,318
	9,695	24,318

16. Creditors: Amounts falling due within one year

	2021	2020
	£	£
Trade creditors	3,862	2,494
Other creditors	284	254
Accruals and deferred income	3,780	1,800
	7,926	4,548

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 DECEMBER 2021**

17. Statement of funds

Statement of funds - current year

	Balance at 1 January 2021 £	Income £	Expenditure £	Balance at 31 December 2021 £
Unrestricted funds				
General Funds	64,843	91,786	(80,898)	75,731

Statement of funds - prior year

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

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 31 DECEMBER 2021

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Total funds 2021 £
Fixed asset investments	3,146	3,146
Current assets	80,511	80,511
Creditors due within one year	(7,926)	(7,926)
Total	75,731	75,731

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
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

19. Related party transactions

As disclosed above, the President of St John's Common Room is remunerated indirectly through St John's College (see note 11).

There were no other related party transactions during the year.