

ST JOHN'S COMMON ROOM

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 30 JUNE 2023

ST JOHN'S COMMON ROOM

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1
Trustees' Report	2 - 9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13 - 27

ST JOHN'S COMMON ROOM

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE PERIOD ENDED 30 JUNE 2023**

Trustees	Miss Alice Butler (resigned 1 July 2022) Reverend Susannah Curtis (appointed 12 June 2023) Ms Carys Funnell (resigned 16 February 2023) Ms Katherine Hickson, Chair Mr Martin Hodgetts Mr Thomas Jackson (resigned 1 July 2023) Ms Jennifer Knox (resigned 17 October 2022) Ms Sarah Quinn (resigned 19 March 2022) Ms Anna Robinson (appointed 1 July 2022) Ms Emily Martin (appointed 1 July 2022, resigned 1 July 2023) Ms Elaine Grant (appointed 19 March 2022, resigned 18 March 2023) Mr Nickolas Tan (appointed 31 January 2022, resigned 1 July 2022) Ms Libby Wright (appointed 1 July 2023) Mr Benjamin Dickinson (appointed 1 July 2023) Ms Emily McDonald (appointed 18 March 2023) Ms Isabelle Hubbert (appointed 17 October 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) (resigned 1 July 2023) Ben Dickinson (appointed 1 July 2023)
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 PERIOD ENDED 30 JUNE 2023

The Trustees present their annual report together with the financial statements of the Charity for the period 1 January 2022 to 30 June 2023. The comparative period was for the year 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.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 30 JUNE 2023

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 £34,849

Net surplus on fundraising activities £9,656

- **Review of activities**

The SJCR made the decision to change its accounting year in 2022, moving from running January – December to July – June. This necessitated a one-off 18-month accounting period, and this is the period of this report.

The period covered by this report saw the SJCR complete a return to pre-pandemic activities, and there was a huge amount of pervasive joy and excitement as wider student life was finally able to take place near unencumbered.

This period also saw the SJCR complete a new strategy document organised under 5 headings, and what follows is a report on the SJCR's work and progress in 2022/23 in these 5 categories.

Charitable Objectives

It has been a great challenge to run events and activities without the experience and memory within the relevant teams, but this is a challenge that core volunteers have risen to admirably, with certain precedents replaced with well-developed new ones.

A new structure for the Welfare team was devised and implemented, with the successful introduction of the SJCR Campaigns and Inclusivity Officer in place of the SJCR Welfare Events Officer to help support representation in John's. Meanwhile it was a very successful period for SJCR sports teams and societies, with notable achievements in football and rugby, and spectacular joint John's Music Society and Bailey Theatre Company performances of "Joseph" and "Phantom of the Opera". This speaks of generally high and much-improved engagement with SJCR activities, and indeed this has been seen in higher attendance of SJCR meetings compared to recent years. Durham SU has removed an explicit representative role from the SJCR from their governance structures, but dialogue is continuing regarding effective ways forward to replace this.

Freshers' Week received positive feedback regarding inducting new students into the College, and both the Freshers' Representatives and new students have generally become engaged more widely in Common Room activities.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 30 JUNE 2023

Achievements and performance (continued)

It has been a challenging time for students, with high levels of inflation contributing to increases in the cost of living for students, especially considering very large rent increases announced for 2023 in both University and privately managed accommodation. Whilst a large portion of SJCR and St John's student-life activities are free, with an even greater portion free to SJCR members, there is still a significant cost associated with the largest events, particularly when set against the backdrop of the wider student situation.

Engagement and Communication

Especially in Freshers' Week, a focus on single lines of information in the form of a "Linktree", combined with particular focus on Instagram, has contributed towards high levels of engagement with SJCR activities. A database has been begun for past exec and in amongst the proposed governance changes to become a CIO there is a proposal for an SJCR Secretary to support with SJCR administrative work.

Volunteers have generally been less engaged in this period compared to prior the pandemic. This affects all areas of student life and is partly the result of a loss of institutional knowledge and a lack of visibility in previous (COVID) years, such that even students elected have often been unaware of the true scope of volunteer roles. Additionally, committees and teams have often failed to develop a culture of supporting each other and a team spirit. This may be partially due to vacancies and hence staggered elections, as well as a lack of time spent together.

A large amount of work has been put into supporting volunteers this year, ranging from providing drop-ins and training to rewriting role descriptions, and this is beginning to pay dividends, but is a long-term project.

The MCR had an active year and the reach of SJCR activities to postgrads was much increased, with all MCR executive positions filled. The CCR also had a successful year, with a calendar of social events and an engaged executive. Active Communications work saw the noticeboards and social media of the College consolidated, with a project undertaken to safeguard future access to the various accounts.

Governance

Constitutional Reform Committee was convened in 2022 to begin the move of the SJCR towards becoming a Charitable Incorporated Organisation, and by the end of the 2022-23 academic year this work was concluded such that the transition to the new Charity can begin. This work has been expansive and also seen a completely new SJCR Constitution drafted, with a number of significant areas for work identified, including expanding the Trustee Board.

Carys Funnell stepped down as SJCR Trustee Board Chair in early 2023 and was replaced by Katie Hickson. This has left a vacancy on the board which the board have elected to delay advertising for until after the move to becoming a Charitable Incorporated Organisation is completed.

Additionally, the SJCR Trustee Board passed a number of resolutions to clarify how resolutions can be passed and worked to clarify procedures. A major piece of work was undertaken to produce an Annual Cycle of Tasks that lists the various communications and items of business that would normally be undertaken in a yearly academic cycle for both the trustee board and wider executive.

Significant effort was undertaken by the executive to rewrite and review policies of the SJCR to ensure best practice is codified. By the end of the academic year 2022-23 all policies in the SJCR Strategy Document are expected to have been reviewed, and a new Memorandum of Agreement between the SJCR and St John's College is expected to have been drafted.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 30 JUNE 2023

Achievements and performance (continued)

Representation

The SJCR has adopted significant Policy positions and campaigned for rent reductions and additional funding from the University this year, in an effort to support student interests and ensure SJCR activities can remain as affordable as possible in challenging national circumstances.

Meanwhile a review of the role and organisation of Welfare Representation Committee took place to help create effective channels to support for minority representation in the College. A successful Lunar New Year formal took place and was very well received, whilst Respect and Values training took place for all members of the Freshers' Week Team. Two further John's Pride events and Pride formals also took place in the period considered, and these were both very well received celebrations of the LGBTQ+ community at St John's. However, we recognise further work is needed to ensure the channels available are used and all students feel welcome as a result.

The diversity of SJCR teams is reflective of the diversity of those who engage with SJCR governance, but still lags behind the diversity of our community, with engaging with international students a particular priority. However, engagement with first-year international students (as a result of a successful programme of international activities) and a highly effective MCR (which contains a high portion of international students) suggest a brighter future in this area.

The relationship between the SJCR and St John's College has been positive and collaborative this year. Notably, the appointment process for a new College Principal has showcased the College's drive to engage with student leaders at a governance level, with SJCR student leaders being involved in all stages of the recruitment process. The involvement of student leaders in recruitment for other positions has also been healthy, and conflicts have consistently been resolved satisfactorily.

All SJCR events are open to MCR and CCR members, and anecdotally we believe the numbers of attendees of central SJCR events from these groups has materially increased over the time period considered. This is testament to active executives of the subsidiary common rooms and a particularly effective Postgraduate Welcome Week.

Sustainability

John's Eco Society was replaced by Environment Committee at the start of 2023 as a sub-committee of the SJCR, and effective work has taken place in this space to develop sustainability goals for the SJCR. The Finance Committee has effectively reviewed expenditure and we believe our financial position entering the 2023-24 academic year is strong.

Additionally, the SJCR's student services offering developed significantly during this time period. Notably a change in gown supplier led to a reduced cost of gowns for students, increased margin to ensure SJCR gown sales are sustainable, and gowns made from recycled material. The sale of college branded clothing was also brought in-house to the SJCR in 2022, and this gives the charity an additional potential revenue stream and additional flexibility about what is sold and at what price.

Summary

Overall, it has been an extremely successful and exciting period for the SJCR. The SJCR is meeting its charitable objectives through all its pre-pandemic activities, is engaging with students, is subject to effective governance, is representing student interests, is resilient and sustainable, and is well positioned leading into the major structural change that is now underway.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 30 JUNE 2023

Achievements and performance (continued)

- **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.

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 now falls at the end of the academic year and so at the balance sheet date most of the sums from that academic year's subscription would have been spent.

On 30th June 2023, the SJCR held £51,348 in reserves, of which £59,114 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 30 June 2023 the Charity had net assets of £51,348 (2021: £75,731) 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. The constitution was adopted on 16 February 2023 as amended on 7 March 2016.

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.

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 30 JUNE 2023

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 PERIOD ENDED 30 JUNE 2023

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.

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
- Complete transfer to a charitable incorporated organisation

ST JOHN'S COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE PERIOD ENDED 30 JUNE 2023

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 February 2024 and signed on their behalf by:

DocuSigned by:

4BF13E0E073A499...
Ms Katherine Hickson
Chair of Trustee Board

DocuSigned by:

99D6E342715B447...
Ms Anna Robinson
SJCR President

ST JOHN'S COMMON ROOM

INDEPENDENT EXAMINER'S REPORT FOR THE PERIOD ENDED 30 JUNE 2023

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 period ended 30 June 2023.

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: 05E8ABB8D6C2411...

Dated: 23 February 2024

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 30 JUNE 2023**

	Note	Unrestricted funds 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £	Total funds year 31 December 2021 £
Income from:				
Donations and legacies	3	53,866	53,866	43,557
Charitable activities	4	44,954	44,954	19,747
Other trading activities	5	72,747	72,747	28,425
Other income		568	568	57
Total income		172,135	172,135	91,786
Expenditure on:				
Raising funds	6	63,091	63,091	20,642
Charitable activities	8	133,427	133,427	60,256
Total expenditure		196,518	196,518	80,898
Net movement in funds		(24,383)	(24,383)	10,888
Reconciliation of funds:				
Total funds brought forward		75,731	75,731	64,843
Net movement in funds		(24,383)	(24,383)	10,888
Total funds carried forward		51,348	51,348	75,731

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

The notes on pages 13 to 27 form part of these financial statements.

ST JOHN'S COMMON ROOM

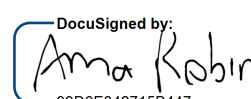
BALANCE SHEET
AS AT 30 JUNE 2023

	Note	30 June 2023 £	31 December 2021 £
Fixed assets			
Investments	13	3,304	3,146
		<u>3,304</u>	<u>3,146</u>
Current assets			
Stocks	14	1,670	965
Debtors	15	6,437	9,695
Cash at bank and in hand		59,114	69,851
		<u>67,221</u>	<u>80,511</u>
Creditors: amounts falling due within one year	16	(19,177)	(7,926)
Net current assets		<u>48,044</u>	<u>72,585</u>
Total assets less current liabilities		<u>51,348</u>	<u>75,731</u>
Total net assets		<u>51,348</u>	<u>75,731</u>
Charity funds			
Unrestricted funds	17	51,348	75,731
Total funds		<u>51,348</u>	<u>75,731</u>

The financial statements were approved and authorised for issue by the Trustees on 23 February 2024 and signed on their behalf by:

DocuSigned by:

 4BF13E0E073A499...
Ms Katherine Hickson
 Chair of Trustees

DocuSigned by:

 99D6E342715B447...
Ms Anna Robinson
 SJCR President

The notes on pages 13 to 27 form part of these financial statements.

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2023

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.

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2023

2. Accounting policies (continued)

2.4 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.5 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.

2.6 Stocks

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

2.7 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.

2.8 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.

2.9 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.

2.10 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.

2.11 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 PERIOD ENDED 30 JUNE 2023**

3. Income from donations and legacies

	Unrestricted funds 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £
Donations	41	41
Grants - Durham University	18,976	18,976
Student membership subscriptions	34,849	34,849
	<hr/>	<hr/>
	53,866	53,866
	<hr/>	<hr/>

	<i>Unrestricted funds year 31 December 2021 £</i>	<i>Total funds year 31 December 2021 £</i>
Donations	15	15
Grants - Durham University	11,903	11,903
Student membership subscriptions	31,639	31,639
	<hr/>	<hr/>
	43,557	43,557
	<hr/>	<hr/>

4. Income from charitable activities

	Unrestricted funds 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £
Income from charitable activities - Student welfare and development	44,954	44,954
	<hr/>	<hr/>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

4. Income from charitable activities (continued)

	<i>Unrestricted funds year 31 December 2021 £</i>	<i>Total funds year 31 December 2021 £</i>
Income from charitable activities - Student welfare and development	<u>19,747</u>	<u>19,747</u>

5. Income from other trading activities
Income from non charitable trading activities

	<i>Unrestricted funds 18 months ended 30 June 2023 £</i>	<i>Total funds 18 months ended 30 June 2023 £</i>
Fundraising events		
Student balls, formal and other fundraising events	<u>72,747</u>	<u>72,747</u>

	<i>Unrestricted funds year 31 December 2021 £</i>	<i>Total funds year 31 December 2021 £</i>
Fundraising events		
Student balls, formal and other fundraising events	<u>28,425</u>	<u>28,425</u>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

6. Expenditure on raising funds
Fundraising trading expenses

	Unrestricted funds 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £
Fundraising events direct costs	63,091	63,091

Fundraising trading expenses (continued)

	<i>Unrestricted funds year 31 December 2021 £</i>	<i>Total funds year 31 December 2021 £</i>
Fundraising events direct costs	20,642	20,642

7. Analysis of grants

	Grants to Individuals 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £
Grants, Student welfare and development	231	231

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

7. Analysis of grants (continued)

	<i>Grants to Individuals year 31 December 2021 £</i>	<i>Total funds year 31 December 2021 £</i>
Grants, Student welfare and development	200	200

8. Analysis of expenditure on charitable activities
Summary by fund type

	Unrestricted funds 18 months ended 30 June 2023 £	Total 18 months ended 30 June 2023 £
Student welfare and development	133,427	133,427

	<i>Unrestricted funds year 31 December 2021 £</i>	<i>Total year 31 December 2021 £</i>
Student welfare and development	60,256	60,256

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

9. Analysis of expenditure by activities

	Activities undertaken directly 18 months ended 30 June 2023 £	Grant funding of activities 18 months ended 30 June 2023 £	Support costs 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £
Student welfare and development	87,692	231	45,503	133,426

	Activities undertaken directly year 31 December 2021 £	Grant funding of activities year 31 December 2021 £	Support costs year 31 December 2021 £	Total funds year 31 December 2021 £
Student welfare and development	35,264	200	24,792	60,256

Analysis of direct costs

	Student welfare and development 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £
Student services	24,999	24,999
Freshers week	3,302	3,302
Student welfare and hardship	2,329	2,329
Sports and societies costs	19,530	19,530
Student enrichment	37,532	37,532
	87,692	87,692

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

9. Analysis of expenditure by activities (continued)
Analysis of direct costs (continued)

	<i>Student welfare and development year 31 December 2021 £</i>	<i>Total funds year 31 December 2021 £</i>
Depreciation	461	461
Student services	8,533	8,533
Freshers week	4,803	4,803
Student welfare and hardship	1,141	1,141
Bar costs	2,217	2,217
Sports and societies costs	6,454	6,454
Student enrichment	11,655	11,655
	<hr/>	<hr/>
	35,264	35,264
	<hr/>	<hr/>

Analysis of support costs

	Student welfare and development 18 months ended 30 June 2023 £	Total funds 18 months ended 30 June 2023 £
Staff costs	25,110	25,110
Office and general administration costs	1,116	1,116
Insurance	1,388	1,388
Presidents flat	8,491	8,491
Bank charges	2,515	2,515
Governance costs	6,586	6,586
Bad debts	297	297
	<hr/>	<hr/>
	45,503	45,503
	<hr/>	<hr/>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

9. Analysis of expenditure by activities (continued)
Analysis of support costs (continued)

	<i>Student welfare and development year 31 December 2021 £</i>	<i>Total funds year 31 December 2021 £</i>
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
Governance	135	135
	<hr/>	<hr/>
	24,792	24,792
	<hr/>	<hr/>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

9. Analysis of expenditure by activities (continued)

Governance costs included above comprise:

	2023	<i>2021</i>
	£	£
Officers' and Trustee expenses	491	<i>154</i>
Independent examiner's fees - Ryecroft Glenton	2,040	<i>1,030</i>
Examiner's fees	1,860	<i>950</i>
Other costs	439	<i>265</i>
	4,830	<i>2,399</i>

10. Independent examiner's remuneration

	18 months ended 30 June 2023 £	<i>year 31 December 2021 £</i>
Fees payable to the Charity's independent examiner for the independent examination and preparation of the Charity's annual accounts	3,900	<i>1,980</i>

11. Trustees' remuneration and expenses

During the year, Trustees 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:

		18 months ended 30 June 2023 £	<i>year 31 December 2021 £</i>
Miss Alice Butler	Remuneration	8,024	<i>6,822</i>
	Other benefits	2,745	<i>2,745</i>
Ms Molly Byford	Remuneration	-	<i>7,235</i>
	Other benefits	-	<i>2,745</i>
Mr Thomas Jackson	Remuneration	17,086	<i>-</i>
	Other benefits	5,747	<i>-</i>

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023

11. Trustees' remuneration and expenses (continued)

During the period ended 30 June 2023, expenses for sustenance totalling £491 were reimbursed or paid directly to 2 Trustees (2021 - £154 to 2 Trustees).

12. Tangible fixed assets

	Fixtures and fittings £
Cost or valuation	
At 1 January 2022	1,850
At 30 June 2023	1,850
Depreciation	
At 1 January 2022	1,850
At 30 June 2023	1,850
Net book value	
At 30 June 2023	-
At 31 December 2021	-

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

13. Fixed asset investments

	Other fixed asset investments £
Cost or valuation	
At 1 January 2022	3,146
Additions	158
	<hr/>
At 30 June 2023	3,304 <hr/>
 Net book value	
At 30 June 2023	3,304 <hr/>
At 31 December 2021	3,146 <hr/>

The above investment comprises a NS&I deposit.

14. Stocks

	30 June 2023 £	<i>31 December 2021 £</i>
Finished goods and goods for resale	1,670 <hr/>	965 <hr/>

15. Debtors

	30 June 2023 £	<i>31 December 2021 £</i>
Due within one year		
Other debtors	-	1,000
Prepayments and accrued income	6,437 <hr/>	8,695 <hr/>
	6,437 <hr/>	9,695 <hr/>

ST JOHN'S COMMON ROOM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023

16. Creditors: Amounts falling due within one year

	30 June 2023 £	31 December 2021 £
Trade creditors	15,033	3,862
Other creditors	244	284
Accruals and deferred income	3,900	3,780
	<u>19,177</u>	<u>7,926</u>

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

17. Statement of funds**Statement of funds - current period**

	Balance at 1 January 2022 £	Income £	Expenditure £	Balance at 30 June 2023 £
Unrestricted funds				
General Funds	75,731	172,135	(196,518)	51,348

Statement of funds - prior period

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

ST JOHN'S COMMON ROOM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 30 JUNE 2023**

18. Analysis of net assets between funds
Analysis of net assets between funds - current period

	Unrestricted funds 30 June 2023 £	Total funds 30 June 2023 £
Fixed asset investments	3,304	3,304
Current assets	67,221	67,221
Creditors due within one year	(19,177)	(19,177)
Total	<u>51,348</u>	<u>51,348</u>

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 31 December 2021 £</i>	<i>Total funds 31 December 2021 £</i>
Fixed asset investments	3,146	3,146
Current assets	80,511	80,511
Creditors due within one year	(7,926)	(7,926)
Total	<u>75,731</u>	<u>75,731</u>

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) in addition to other trustees via the means of paid employment.