CHESTER STUDENTS' UNION

England & Wales · Charity number 1149397

Details

Other names	CSU, UNION
Status	Registered
Legal form	Charitable company
Company number	07623621
Registered	2012-10-19
Register	View on the Charity Commission register

Contact

Address	Parkgate Road Chester Cheshire CH1 4BJ
Phone	01244511483
Email	csu@chester.ac.uk
Website	www.chestersu.com

Activities

Objects: 4.1 THE OBJECTS OF THE UNION (OBJECTS) ARE THE ADVANCEMENT OF EDUCATION OF STUDENTS AT UNIVERSITY OF CHESTER FOR THE PUBLIC BENEFIT BY:4.1.1 PROMOTING THE INTERESTS AND WELFARE OF STUDENTS AT UNIVERSITY OF CHESTER DURING THEIR COURSE OF STUDY AND REPRESENTING, SUPPORTING AND ADVISING STUDENTS;4.1.2 BEING THE RECOGNISED REPRESENTATIVE CHANNEL BETWEEN STUDENTS AND UNIVERSITY OF CHESTER AND ANY OTHER EXTERNAL BODIES; AND4.1.3 PROVIDING SOCIAL, CULTURAL, SPORTING AND RECREATIONAL ACTIVITIES AND FORUMS FOR DISCUSSIONS AND DEBATE FOR THE PERSONAL DEVELOPMENT OF ITS STUDENTS.

Activities: The Chester Students' Union's activities are aimed at enhancing the student experience at the University of Chester. To achieve this we support the students sporting and social activies through various clubs and societies, along with the provision of student welfare and representational services.

Downloaded from opencharities.uk/ew/1149397

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training
- **Who:** Other Defined Groups

Geography

- Cheshire East
- Cheshire West & Chester
- Shropshire
- Warrington
- Wirral

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£594,999	£593,619	£180,265	18
2024-07-31	£564,988	£568,700	£178,885	19
2023-07-31	£587,076	£564,392	£182,597	19
2022-07-31	£566,113	£567,134	£159,913	20
2021-07-31	£485,762	£478,946	-	-
2020-07-31	£514,320	£451,545	£154,118	15

Downloaded from opencharities.uk/ew/1149397

Trustees

Name	Role	Appointed
William John Gaines	Chair	2025-07-01
Abidemi Agnes Olawoore		2026-06-23
Abigail Hughes		2026-06-30
Edward Rigby		2024-06-25
GRAHAM BRISCOE		2024-06-25
Hussna Waka		2026-06-23
Lauren Beckett		2024-06-25
Luis Martell Correia		2025-07-07
Stephen Docking		2024-06-25

Downloaded from opencharities.uk/ew/1149397

CHESTER STUDENTS' UNION

England & Wales - Charity number 1149397

Accounts

Registered number: 07623621
Charity number: 1149397

Chester Students' Union

Trustees' Report and Financial Statements

For the Year Ended 31 July 2025

Chester Students' Union

(A Company Limited by Guarantee)

Contents

	Page
Reference and Administrative Details of the Company, its Trustees and Advisers	1
Trustees' Report	2 - 8
Trustees' Responsibilities Statement	9
Independent Examiner's Report	10 - 11
Statement of Financial Activities	12
Balance Sheet	13 - 14
Statement of Cash Flows	15
Notes to the Financial Statements	16 - 31

Chester Students' Union

(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisors For the Year Ended 31 July 2025

Trustees

Lauren Beckett
Graham Briscoe
Lillian Watson, President
Summer Ainscough (resigned 30 June 2025)
Stephen Docking, OBE
Edward Rigby
Dennis Mcginley
Youssef Sennou (resigned 31 October 2024)
Toluwani Aliu (resigned 31 October 2024)
Jeannie France-Hayhurst (resigned 30 June 2025)
Adedayo Adebisi (resigned 4 July 2025)
Luis Correia (appointed 7 July 2025)
Lyndon Howson (appointed 14 January 2025, resigned 24 March 2025)
Sebastionas Uribe (appointed 14 January 2025, resigned 30 June 2025)
William Gaines (appointed 1 July 2025)
Jessica Thomas (appointed 14 January 2025)

Company registered number

07623621

Charity registered number

1149397

Registered office

Parkgate Road, Chester, CH1 4BJ

Chief executive officer

J Morris, CEO

Accountants

Dains Audit Limited, Suite 2, Albion House, 2 Etruria Office Village, Forge Lane, Stoke on Trent, Staffordshire, ST1 5RQ

Trustees' Report
For the Year Ended 31 July 2025

Chester Students' Union, also often referred to as 'CSU' or 'the Union', is a membership organisation and charitable company limited by guarantee. The Trustees present their annual report together with the independently examined financial statements of the company for the year 1 August 2024 to 31 July 2025.

The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company'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 2019) as amended by Update Bulletin 1 (effective 1 January 2019).

Policies and Objectives

The Objects of the Union ("Objects") are the advancement of education of Students at University of Chester for the public benefit by:

- Promoting the interests and welfare of Students at University of Chester during their course of study and representing, supporting and advising Students
- Being the recognised representative channel between Students and University of Chester and any other external bodies
- Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its Students

Strategic report

a. Policies and objectives

Chester Students' Union (CSU) represents approximately 15,000 student members offering mechanisms to collect, and act upon, student feedback, events and society support, advice on academic concerns and student led campaigns.

The Objects of the Union ("Objects") are the advancement of education of Students at University of Chester for the public benefit by:

- Promoting the interests and welfare of students at University of Chester during their course of study and representing, supporting and advising students
- Being the recognised representative channel between students and University of Chester and any other external bodies
- Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students

b. Main activities undertaken to further the charity's purposes for the public benefit

CSU staff and its Trustees ensure the organisation is focused on its primary purpose of the advancement of the education of students at the University of Chester and the Board acts with due regard for the requirements under the Charities Act to ensure its activities meet its obligations with regard to public benefit. The remainder of this report reflects the activity undertaken to meet these Objects by CSU in 2024-2025.

Strategic report (continued)

(continued)

Student Advice

- 705 students supported through UoC Student facing procedures (56% increase from 23/24)
- 663 in-person and Teams appointments. (187% increase from 23/24)
- 96% said that they felt more confident in handling their issue.
- 98% students who have used the service would recommend the service to a friend.

The introduction of a student friendly appointment booking platform has led to a significant rise in both the number of students accessing support and the positive feedback received.

Overall, the Advice Service managed 847 new cases and student enquiries by the end of July 2025, compared to 515 in the same period in 2023/24 - demonstrating both the growing demand for and the effectiveness of the service.

Opportunities

Events

- 8641 attendees at CSU led community events (131% increase form 23/24)
- 69% attendees said they made a new friend at CSU led events

With an expanded programme during the Welcome period, attendance rose to 6,375 students, up from 2,287 in 2023/24. High levels of enthusiasm for key events encouraged CSU to deliver a year-round programme across campuses and centres, resulting in 8,641 total attendees over the year compared with 4,574 in 2023/24.

This growth demonstrates the strong demand for community-building activities and the role of CSU events in strengthening student belonging and engagement.

Societies

- 74 student led Societies (32% increase from previous year)
- 244 students in leadership roles (37% increase from previous year)
- 1598 Members (38% increase from previous year)

This year has seen strong growth in both the number of student-led societies and their memberships, with 74 societies compared to 56 in 2023/24. The most significant growth has been in academic-based societies, which have played a key role in building connections and strengthening students' sense of belonging within their subject communities.

Student Voice

- 487 attendees at campaign and event activities
- 333 Student Voice Reps recruited and 180 trained
- 5 new Student Voice Partners recruited
- 1117 nominations received for 1839 awards, an 85% increase

Strategic report (continued)

(continued)

2024/25 saw the introduction of a new Student Voice Partners scheme. These five paid student leader roles were recruited at School level within the Faculty of Humanities, Arts and Social Sciences with the aim of collecting student voice and feedback from Student Voice Representatives, surveys and other schemes at course level and ensuring actions are taken and feedback loops are closed. These SVPs also gained valuable leadership training and regular one to one support with our Student Voice Coordinator. The trial proved successful and aims to roll out further next academic year

CSU hosted its final staff and student 1839 awards in its current format. This was a great success which saw students and university staff coming together to celebrate their incredible achievements. Next year CSU will be combining the student leader element of 1839 awards with our existing society awards to create a brand-new student award and celebration ceremony. We will also be supporting the University in the collation of student voice for their own teaching and learning awards.

Democracy

- 50% increase in voter turnout in our Spring Elections compared to last year
- 15,340 votes cast, (an increase of 286% from last year)
- 10 Student Council Representatives elected
- 82 attendees to Student Leader Conference sessions

Both October by-elections and the larger Spring elections focused on removing the largest barriers to participation which included removing start date requirements for part-time Officer nominees, creating information workshops with a deeper explanation of the roles, and having one-to-one meetings with potential candidates.

The voting period was shortened from several days to just 1.5 days following the trend of other Students' Unions and better reflects the voting experience of standard elections. This appeared to positively influence voter turnout and avoided the usual 'mid-voting period dip' that we saw in previous years.

Officer activities

- 26 Officer Blog posts
- 100% SU representation on all University Committees
- 12 Officer led events
- 8 Officer led campaigns

The Officer Team remained committed to supporting CSU members throughout the year, delivering initiatives that enhanced engagement, strengthened community, and addressed key student concerns.

Amongst many other initiatives, our Vice President Student Life expanded CSU's events programme, from themed community activities to quiz nights in partnership with local businesses, creating new opportunities for students to connect and our Vice President Education contributed to the NUS "No More Guarantors" campaign, which reached parliamentary debate and amplified student voices on housing accessibility.

At a local level, sexual health was identified as a student priority, our President re-introduced a Health and Guidance Week at CSU, resulting in the permanent provision of free STI testing kits and condoms on campus.

Strategic report (continued)

(continued)

The Officer Team's work reflected their core ethos of creating opportunities, advocating for change, and championing the student voice, ensuring CSU remains a strong representative and support body for its members.

c. Interim operational plan

CSU focused on eight priority areas this year in preparation for launching our new five-year strategy from August 2025.

1. **Strategic direction** – CSU consulted with students on the future direction of the organisation and used their feedback to form the basis of the new strategy. This was further scrutinised by CSU staff and trustees before final agreement was reached. The strategy was launched from August 2025.

2. **Data confidence** – Through the use of data dashboards and regular inputting CSU have developed more accurate and pertinent data sets with which to measure and report on impact. This will be further enhanced with the purchase of a new Membership Services platform, Rubric, from August 2025.

3. **Engagement with democracy** – 2024-2025 saw higher voter turnout through more targeted awareness raising and a recognisable election brand.

4. **Organisational values** – Alongside the strategic direction, staff and trustees also agreed the new shared values of the organisation which were adopted from May 2025. CSU is an organisation that is proactive, collaborative and inclusive. The culture and ethos of CSU was recognised in the results of an external staff survey conducted through NUS Charity where CSU performed better in almost all questions when compared with student union and third sector benchmarks.

5. **Branding** – CSU believes the logo is a clear and recognised brand for our student members and so we chose to keep it, we have also adopted 'colourful threads' that represent our different services and activities to further increase our distinct brand recognition.

6. **Presence** – This branding was evident in the modest redecoration of our student space on Exton Park and development of our website. Further work on engaging with students on other campuses and sites needs to take place and is part of our strategic commitment from next year.

7. **Student Voice** – In addition to the established Student Voice Representatives scheme that CSU undertakes in partnership with the University of Chester, this year also saw the introduction of new Student Voice Partners in the Faculty of Arts, Humanities and Social Sciences who were responsible for ensuring feedback from students was being actioned. We will be rolling this out further next academic year.

8. **Belonging** – CSU recognised the need for students to find opportunities to connect with like-minded people and truly feel they belong to the University of Chester community. Our engagement increased in every area including, for example, the number of students attending CSU led events or the number of student-led societies.

Strategic report (continued)

(continued)

d. Future developments - Our new strategy

CSU is excited for the future, we are driven by the belief that every student deserves a university experience that is rewarding, empowering, and equitable. As a proud part of the UoC community, we exist to represent, support and advocate for our student members, ensuring their voices are heard and their needs are met, and our new vision is ambitious yet deceptively simple.

Vision: We want to empower every single student that studies at the University of Chester to thrive throughout their university journey and beyond.

Mission: To achieve this, we believe every student should experience the value of, and benefit from engagement with, Chester Students' Union through...

- **Voice and Empowerment** - Sharing feedback and ideas, working in partnership with CSU to engage in decision making that leads to real change.
- **Community and Connection** - Establishing meaningful connections, building networks and making the most of opportunities through our societies and events.
- **Support and Advocacy** - Providing timely independent advice on academic, disciplinary and housing concerns to help students navigate challenges confidently
- **Personal Development** - Gaining and enhancing valuable skills through participation in campaigns, committees and CSU led activities and training opportunities

This mission is underpinned by our four commitments to

1. Effective, student-led governance that prioritises transparency, accountability and inclusivity to, and for, our students
2. Prudent financial management to grow and sustain our impact year on year
3. Growing digital capability and making data informed decisions to anticipate and respond to student needs
4. Building a workplace where our staff feel valued, motivated and included

This new strategy launched from August 2025 and will be reviewed in 2029-2030 academic year. We also start the new academic year with recruitment to a brand-new role of Student Engagement Manager which will help focus our attention on how best we engage with our student members in meaningful, fun and innovative ways.

Strategic report (continued)

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company 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.

b. Financial Review

The detail of the 2024/25 financial performance is detailed later in this document. For the year ended 31 July 2025, the CSU net position was a net increase in funds of £1,380, which increased total funds to £180,265.

Structure, governance and management

a. Constitution

The company is constituted under a Trust deed and is a registered charity (number 1149397). The Union's chief governing documents is its Articles of Association, which was passed by an Annual General Meeting of students on 12 February 2024, this is supplemented by the minor governing document, the Byelaws of Chester Students' Union which was most recently reviewed in June 2025.

b. Methods of appointment or election of Trustees

Officer trustees are elected by ballot of all full members of the Union. Student and External Trustees are appointed by fellow Trustees. When becoming trustees, all trustees undertake an induction and training program, supplemented with any further and relevant training for their role that may be identified during their trusteeship.

Organisational structure and decision making

The management of the Union is the responsibility of the trustees who are elected and co-opted under the terms of the Trust deed. They have ultimate responsibility for the governance, budget and employment issues as well as the strategic direction of the Union, much of which is delegated to officers and staff. Currently there are no subcommittees. The Board of Trustees comprises up to twelve trustees made up of three elected officers, four external trustees, one lay trustee nominated from the University of Chester Council and four student trustees.

c. Related party relationships

The relationship between University of Chester and Chester Students' Union is established in the Regulations of the University and detailed in the Chester Students' Union's Articles recently re-approved by both organisations.

Structure, governance and management (continued)

Chester Students' Union receives an allocation of funds in the form of a block grant from the University of Chester. The Union also rents the ground floor space of a building on Exton Park campus. Guidance for the management and handling of the Union's financial accounts are agreed on an annual basis by University of Chester's Board of Governors via the Planning and Resources Committee and the Union's Board of Trustees in the form of a Memorandum of Understanding. In addition, changes to The Union's articles of association require the approval of the University Board of Governors.

There is no reason to believe that this or equivalent support from the university will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the university to ensure the financial viability of its student representative body.

d. Risk management

The Trustee Board of the Students' Union has examined the major strategic, business and operational risks faced by the Chester Students' Union. The risk register has been updated and will be reviewed before each board meeting. Risk is also reported and reviewed at a Board sub-committee. Budgetary and internal control risks have been minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety for staff, volunteers and participants of all activities organised by the union. These procedures are periodically reviewed to ensure that they continue to meet the needs of the Students' Union.

Funds held as custodian

Societies Funds

Chester Students' Union acts as custodian for funds raised by the student societies themselves, amounting to £9,577 (2024: £7,327) at the year end, in addition to the grant support it disburses to them as shown in the accounts.

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

L Watson
President
Date: 20/10/25

Statement of Trustees' responsibilities
For the Year Ended 31 July 2025

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report including the Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company 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 and signed on its behalf by:

L Watson
President
Date: 20/10/25

Independent Examiner's Report
For the Year Ended 31 July 2025

Independent Examiner's Report to the Trustees of Chester Students' Union ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 July 2025.

Responsibilities and Basis of Report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Independent Examiner's Report (continued)
For the Year Ended 31 July 2025

Use of Our Report

The use of this report is made solely to the company'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 company'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 company and the company's Trustees as a body, for my work or for this report.

Signed: Dated: 20.10.25

Simon Hawkins FCA

Dains Audit Limited
Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

Chester Students' Union

(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)

For the Year Ended 31 July 2025

	Note	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income from:					
Donations and legacies	3	567,500	3,000	570,500	545,375
Charitable activities	4	22,543	-	22,543	17,812
Investments	5	1,956	-	1,956	1,801
Total income		591,999	3,000	594,999	564,988
Expenditure on:					
Charitable activities: Improvement of Student Experience		590,969	2,650	593,619	568,700
Total expenditure		590,969	2,650	593,619	568,700
Net movement in funds		1,030	350	1,380	(3,712)
Reconciliation of funds:					
Total funds brought forward		178,885	-	178,885	182,597
Net movement in funds		1,030	350	1,380	(3,712)
Total funds carried forward		179,915	350	180,265	178,885

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

The notes on pages 16 to 31 form part of these financial statements.

Chester Students' Union

(A Company Limited by Guarantee)

Registered number: 07623621

Balance Sheet

As at 31 July 2025

	Note		2025 £		2024 £
Fixed assets					
Tangible assets	11		4,938		8,690
			4,938		8,690
Current assets					
Debtors	12	28,121		91,397	
Cash at bank and in hand		184,857		106,713	
		212,978		198,110	
Creditors: amounts falling due within one year	13	(37,651)		(27,915)	
Net current assets			175,327		170,195
Total net assets			180,265		178,885
Charity funds					
Restricted funds	14		350		-
Unrestricted funds	14		179,915		178,885
Total funds			180,265		178,885

Balance Sheet (continued)
As at 31 July 2025

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

L. Watson
President
Date: 20/10/25

The notes on pages 16 to 31 form part of these financial statements.

Chester Students' Union

(A Company Limited by Guarantee)

Statement of Cash Flows
For the Year Ended 31 July 2025

	2025 £	2024 £
Cash flows from operating activities		
Net cash used in operating activities	78,144	(43,567)
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	-	491
Purchase of tangible fixed assets	-	(2,557)
Net cash provided by/(used in) investing activities	-	**(2,066)**
Change in cash and cash equivalents in the year	78,144	**(45,633)**
Cash and cash equivalents at the beginning of the year	106,713	152,346
Cash and cash equivalents at the end of the year	184,857	106,713

The notes on pages 16 to 31 form part of these financial statements

1. Accounting policies

1.1 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 Companies Act 2006.

Chester Students' Union 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are each and every student who has not opted out of membership and the officer Trustees of the Union. In the event of the company being wound up, the liability in respect of the guarantee is limited to one penny per member of the company.

1.3 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operation existence for the foreseeable future and therefore the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1. Accounting policies (continued)

1.4 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1. Accounting policies (continued)

1.5 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out centrally. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1. Accounting policies (continued)

1.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review of impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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 bases:

Office equipment	- 20% on a straight line basis
Computer equipment	- 20% on a straight line basis

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.8 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

1.9 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.

1. Accounting policies (continued)

1.10 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.

1.11 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 company 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.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.12 Financial instruments

The company 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.

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1. Accounting policies (continued)

1.14 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3. Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £
Grants	567,500	3,000	570,500

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Grants	525,501	19,874	545,375

4. Income from charitable activities

	Unrestricted funds 2025 £	Total funds 2025 £
Media and Trading Sales	22,543	**22,543**

	Unrestricted funds 2024 £	Total funds 2024 £
Media and Trading Sales	17,812	17,812

5. Investment income

	Unrestricted funds 2025 £	Total funds 2025 £
Bank interest received	1,956	**1,956**

	Unrestricted funds 2024 £	Total funds 2024 £
Bank interest received	1,801	1,801

6. Analysis of expenditure by activities

	Activities undertaken directly 2025 £	Support costs 2025 £	Total funds 2025 £
Improvement of Student Experience	39,700	553,919	**593,619**

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £
Improvement of Student Experience	41,144	527,556	568,700

Analysis of direct costs

	Total funds 2025 £	Total funds 2024 £
Summer Ball	-	10,000
Elections & Campaigns	**2,730**	3,312
Student Advice	**3,785**	2,273
Student Activities	**17,921**	15,685
Student Voice	**3,906**	9,874
Sustainability grant	**2,650**	-
Community building	**8,708**	-
	39,700	41,144

6. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2025 £	Total funds 2024 £
Staff costs	460,621	429,093
Depreciation	3,752	3,794
Insurance	11,956	11,910
IT costs	6,784	6,327
Staff training	16,380	12,137
Technology costs	4,243	360
Legal & professional fees	18,615	17,362
Profit on the sale of fixed assets	-	159
Miscellaneous expenditure	28,618	43,314
Accountancy fees	2,950	3,100
	553,919	527,556

7. Turnover

The whole of the turnover is attributable to the principal activity of the charitable company.

All turnover arose within the United Kingdom.

8. Net income/(expenditure)

	2025 £	2024 £
Depreciation of tangible fixed assets - owned by charity	3,752	3,794
Operating lease rentals	7,500	7,500
	11,252	11,294

9. Staff costs

	2025 £	2024 £
Wages and salaries	421,620	402,798
Social security costs	30,870	20,756
Contribution to defined contribution pension schemes	8,131	5,539
	460,621	429,093

The average number of persons employed by the company during the year was as follows:

	2025 No.	2024 No.
Sabatical Officer Trustees	3	3
Managers	3	5
Staff	12	11
	18	19

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including pension contributions) received by key management personnel for their services to the charitable company are £134,376 (2024: £72,301).

Key management personnel comprise the CEO, Management team and Volunteer trustees. Trustees are not remunerated for their work as trustees (see note 10 below).

10. Trustees' remuneration and expenses

The total remuneration costs for the sabbatical officer trustees amounted to £69,889 (2024: £65,985). These costs relate to remuneration received as sabbatical officers, rather than as trustees.

During the year ended 31 July 2025, trustees expenses have been incurred totalling £2,272 (2024: £837).

During the year, no trustees received any benefit in kind (2024: £nil).

During the year retirement benefits were accruing to 4 Trustees (2024: 3) in respect of defined contribution pension schemes.

11. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 August 2024	27,893	2,296	19,855	50,044
At 31 July 2025	27,893	2,296	19,855	50,044
Depreciation				
At 1 August 2024	27,893	1,691	11,770	41,354
Charge for the year	-	302	3,450	3,752
At 31 July 2025	27,893	1,993	15,220	45,106
Net book value				
At 31 July 2025	-	303	4,635	4,938
At 31 July 2024	-	605	8,085	8,690

12. Debtors

	2025	2024
	£	£
Due within one year		
Trade debtors	**8,664**	7,710
Other debtors	**622**	1,983
Prepayments and accrued income	**18,835**	81,704
	28,121	91,397

13. Creditors: Amounts falling due within one year

	2025	2024
	£	£
Trade creditors	**85**	717
Other taxation and social security	**10,145**	7,525
Other creditors	**11,140**	7,378
Accruals	**16,281**	12,295
	37,651	27,915

14. Statement of funds

Statement of funds - current year

	Balance at 1 August 2024 £	Income £	Expenditure £	Balance at 31 July 2025 £
Unrestricted funds				
Reserves	178,885	591,999	(590,969)	179,915
Restricted funds				
Sustainability grant	-	3,000	(2,650)	350
Total of funds	178,885	594,999	(593,619)	180,265

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 August 2023 £	Income £	Expenditure £	Balance at 31 July 2024 £
Unrestricted funds				
Reserves	182,597	545,114	(548,826)	178,885
Restricted funds				
Summer ball	-	10,000	(10,000)	-
SERS	-	9,874	(9,874)	-
	-	19,874	(19,874)	-
Total of funds	182,597	564,988	(568,700)	178,885

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total funds 2025 £
Tangible fixed assets	4,938	-	**4,938**
Current assets	212,628	350	**212,978**
Creditors due within one year	(37,651)	-	**(37,651)**
Total	179,915	350	**180,265**

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	8,690	8,690
Current assets	198,110	198,110
Creditors due within one year	(27,915)	(27,915)
Total	178,885	178,885

16. Reconciliation of net movement in funds to net cash flow from operating activities

	2025 £	2024 £
Net income/expenditure for the year (as per Statement of Financial Activities)	1,380	(3,712)
Adjustments for:		
Depreciation charges	3,752	3,794
Profit on the sale of fixed assets	-	159
Decrease/(increase) in debtors	63,276	(41,723)
Increase/(decrease) in creditors	9,736	(2,085)
Net cash provided by/(used in) operating activities	78,144	(43,567)

17. Analysis of cash and cash equivalents

	2025 £	2024 £
Cash in hand	184,857	106,713
Total cash and cash equivalents	184,857	106,713

18. Analysis of changes in net debt

	At 1 August 2024	Cash flows	At 31 July 2025
	£	£	£
Cash at bank and in hand	106,713	78,144	184,857
	106,713	78,144	184,857

19. Pension commitments

The union operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the union in an independently administered fund.

The total cost of the year of £8,131 (2024: £5,539) represents employer contributions to the scheme. At the year end, an amount of £1,560 (2024: £50) was outstanding.

20. Operating lease commitments

At 31 July 2025 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2025	2024
	£	£
Not later than 1 year	7,500	7,500

21. Related party transactions

The charitable company's governing parent body is the University of Chester. During the year the company received grants totalling £567,500 (2024: £545,375).

During the year the union paid rent to the University of Chester of £7,500 (2024: £7,500) and other purchases from the University of Chester totalled £15,444 (2024: £23,662).

As at 31 July 2025 the amount due from the University of Chester was £Nil (2024: £Nil) and the balance owed to the University of Chester was £Nil (2024: £420).

In addition to the above, as at 31 July 2025 accrued income due from the University of Chester was £Nil (2024: £65,374).

CHESTER STUDENTS' UNION

England & Wales - Charity number 1149397

Accounts

Registered number: 07623621
Charity number: 1149397

Chester Students' Union

Trustees' Report and Financial Statements

For the Year Ended 31 July 2024

DAINS
AUDIT

Chester Students' Union

(A Company Limited by Guarantee)

Contents

	Page
Reference and Administrative Details of the Company, its Trustees and Advisers	1
Trustees' Report	2 - 7
Trustees' Responsibilities Statement	8
Independent Examiner's Report	9 - 10
Statement of Financial Activities	11
Balance Sheet	12 - 13
Statement of Cash Flows	14
Notes to the Financial Statements	15 - 30

Chester Students' Union

(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisors

For the Year Ended 31 July 2024

Trustees

Lauren Beckett (appointed 25 June 2024)
Graham Briscoe (appointed 25 June 2024)
Lillian Watson (appointed 1 July 2024)
Summer Ainscough (appointed 1 July 2024)
Stephen Docking, OBE (appointed 25 June 2024)
Edward Rigby (appointed 25 June 2024)
Dennis Mcginley (appointed 21 November 2023)
Youssef Sennou (appointed 21 November 2023)
Toluwani Aliu (appointed 21 November 2023)
Jeannie France-Hayhurst (appointed 16 January 2024)
Adedayo Adebisi (appointed 1 July 2024)
Oliver Kasper-Hope (resigned 23 August 2023)
Jack Sanderson (resigned 30 June 2024)
Thomas Hobhouse Scott (resigned 30 June 2024)
Ellinor Smith - President (resigned 30 June 2024)
Megan Trevor (resigned 19 October 2023)

Company registered number

07623621

Charity registered number

1149397

Registered office

Parkgate Road, Chester, CH1 4BJ

Chief executive officer

J Morris, CEO (appointed 18 March 2024)

Accountants

Dains Audit Limited, Suite 2, Albion House, 2 Etruria Office Village, Forge Lane, Stoke on Trent, Staffordshire, ST1 5RQ

Trustees' Report
For the Year Ended 31 July 2024

The Trustees present their annual report together with the independently examined financial statements of the company for the year 1 August 2023 to 31 July 2024. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company'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 2019) as amended by Update Bulletin 1 (effective 1 January 2019).

Policies and Objectives

The Objects of the Union ("Objects") are the advancement of education of Students at University of Chester for the public benefit by:

- Promoting the interests and welfare of Students at University of Chester during their course of study and representing, supporting and advising Students
- Being the recognised representative channel between Students and University of Chester and any other external bodies
- Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its Students

Strategic report

a. Context

Following the commissioning, by an interim task and finish Turnaround Board, of a comprehensive health assessment by Greenhouse Ltd in March 2023 an action plan was established to address the most urgent recommendations. This was overseen by Interim CEO 1st November and Change Director, Scott Temple-Farmer. The Students' Union entered a formal turnaround period lasting 12months and the progress of these actions was reported to the interim Turnaround Board.

Content with the progress being made by CSU staff and the temporary strategy put in place by Scott Temple Farmer culminating in the appointment of a permanent CEO, Jamie Morris, in March 2024, the Turnaround Board formally disbanded on 23 April 2024.

CSU continued with a revised mission that concentrated on activities directly benefiting the members and aiding our purposes in the Articles and 1994 Education Act, these being:

- Advice
- Community,
- Opportunities, and
- Voice.

Four new external trustees were appointed in June 2024 further highlighting the period of stability and effective governance that CSU is now firmly in.

Strategic report (continued)

(continued)

Further activity on developing a longer-term strategy will take place in 2024-25.

b. Main activities undertaken to further the charity's purposes for the public benefit

CSU staff and its Trustees ensure the organisation is focused on its primary purpose of the advancement of the education of students at the University of Chester and the Board acts with due regard for the requirements under the Charities Act to ensure its activities meet its obligations with regard to public benefit. The remainder of this report reflects the activity undertaken by CSU in 2023-2024.

Student Advice
To the end of July 2024, the advice service had undertaken 452 new cases compared to 818 for the same period in 21/22 however, as a sign of the complexity of cases being seen within the service, 264 appointments took place compared to 163 for the same period the year before.

The split by topic is as follows:
- 49% - Academic Appeals
- 19% - Other
- 15% - Academic Conduct
- 6% - Exceptional Circumstances
- 4% - Professional Suitability Panels
- 5% - Complaints
- 2% - Disciplinary

The service undertakes feedback with members who use the service and complete a survey at the completion of their case. Of those that responded:
- 92% agree they received the advice they needed to resolve their query
- 92% confidence in the advice received

Community
- 2,700 events tickets purchased through our website.
- 3,296 attendees as CSU led events
- 686 attendees at student led events

CSU turned its attention to supporting our members to plan and facilitate their own events this year. Our Society Committees have led on vibrant and lively events including Holi, Nepalese New Year and a Christmas Extravaganza performance to name just a few.

Wellbeing Fest was a three-week programme of over 70 wellbeing activities across the UoC sites and Centres to promote physical, social, mental, cultural and spiritual wellbeing. Led by CSU, our members, local businesses and organised in collaboration with various UoC departments. The event saw over 560 students attend and enjoy the activities with many reporting these activities gave them an opportunity to meet new people and build social connections.

Strategic report (continued)

(continued)

Chestival took place on Wednesday 27 March with just under 700 students attending despite the rain! This year's event included a stage in the centre of campus featuring performances from students and a DJ, a local vintage clothes store and bookstore in the small hall, a mini petting farm and free mini-Dutch pancakes.

The relationship between CSU and the University is stronger than ever before and we continue to build links within the local community to promote the wider offerings within our university city and towns as well as building cohesion between our members and residents as evidenced through our attendance at local resident town hall meetings.

CSU continue to be represented on important decision-making university committees ensuring the student voice is always considered and that there is effective, student focused spending of the University's public and private funds.

Opportunities

- 56 Affiliated Societies
- 206 committee positions held by students
- 1,144 members
- £4,000 Funding to support Events and Activities.

This academic year saw a complete overhaul of how our societies are supported. With the launch of CSU's Committee Hub on our website, each society committee invited to attend termly development meetings and relevant in-person and online training modules our societies are much more engaged than previous years.

This year saw 32 new societies created with the biggest growth in Academic and Cultural & International based societies which include Criminology, Events, Fashion, Postgraduate Research, Bangladesh and Nepalese and Chinese to name just a few.

Voice

- 356 Course Reps Recruited.
- 10 candidates
- Votes Cast - 3,921
- Voter Turnout - 11%

This year's Spring Elections saw all positions contested. Voter turnout increased by 3% and votes cast increased by 34% compared to the previous year.

Due to unforeseen circumstances the President and Vice President Education Elect made the decision not to take their respective roles and therefore CSU undertook a By-Election for these positions along with our Student Council Elections in May. Despite the time of year CSU saw a greater number of votes cast and a 7% turnout.

Individual information sessions were held for each candidate and all candidates were invited to a briefing to enhance their knowledge and skills in running their campaigns.

The election period was advertised across campuses and centres through pop ups, banners and television screens. Incentives were offered to voters including an Air Fryer and Amazon Vouchers.

Strategic report (continued)

(continued)

CSU was delighted to host this year's 1839 awards (staff and student recognition awards) at Chester Town Hall. With a change to categories of awards and robust criteria, this year saw over 600 nominations with both UoC staff and student leaders nominated for a range of awards.

- 600 Nominations
- 13 Awards Presented
- 115 Attendees

The evening celebrated the incredible achievements of outstanding members of the UoC community and saw colleagues and students come together to recognise the hard work and commitment of those who have made a difference to the student experience in 2023-24.

c. Future developments

Following the formal dissolution of CSU's Turnaround Board the focus has been on developing a yearlong operational plan that centres on eight priorities (please see attached). These priorities were identified through weekly meetings with staff and feedback obtained from the 2023 organisational health assessment. These priorities are as follows

1. **Strategic direction** - Working on a longer-term strategy for Chester Students' Union which seeks widespread student participation and aligns with the University's strategy and partnership
2. **Data confidence** - We will identify clear, useful and reportable metrics of success for every team/area with each team responsible for reporting regularly on their areas
3. **Engagement with democracy** - More emphasis on elections and democracy including a recognisable elections brand, an active and engaged student council and effective CSU trustee board
4. **Organisational values** - Ensuring our Student Officers and Union staff feel supported and valued by each other, student members, and our university partners.
5. **Branding** - Changes in brand (physical and online) to recognise our diverse offering and independence from the University which instils a sense of fun and belonging
6. **Presence** - A refreshed space at Exton Park and clear physical and digital presence at every University of Chester site
7. **Student Voice** - Introducing sustainable and collaborative change to capturing student voice in academic and professional service areas
8. **Belonging** - More regular and engaged activities and events that promote community, inclusion and a sense of belonging across the academic year

Strategic report (continued)

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company 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.

b. Financial Review

The detail of the 2023/24 financial performance is detailed later in this document. For the year ended 31 July 2024, the CSU net position was a net decrease in funds of £3,712, which decreased total funds to £178,885.

Structure, governance and management

a. Constitution

The company is registered as a charitable company limited by guarantee and was set up by a Trust deed. The company is constituted under a Trust deed and is a registered charity number 1149397.

b. Methods of appointment or election of Trustees

The management of the Union is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed. Officer Trustees are elected by ballot of all full members of the Union. Student and External Trustees are appointed by fellow Trustees.

Organisational structure and decision making

The Trustee Board is responsible for overseeing the management and administration of the Union. They have ultimate responsibility for the governance, budget and employment issues as well as the strategic direction of the Union, much of which is delegated to officers and staff. Currently there are no subcommittees.

c. Related party relationships

The relationship between University of Chester and Chester Students' Union is established in the Regulations of the University and detailed in the Chester Students' Union's Articles recently re-approved by both organisations.

Chester Students' Union receives a block grant from the University of Chester and rents the ground floor space of a building on Exton Park campus. The Union continues to generate a small surplus from media sales activity.

There is no reason to believe that this or equivalent support from the university will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the university to ensure the financial viability of its student representative body.

Structure, governance and management (continued)

d. Risk management

The Trustee Board of the Students' Union has examined the major strategic, business and operational risks faced by the Chester Students' Union. The risk register has been updated and will be reviewed before each board meeting. Risk is also reported and reviewed at a Board sub-committee. Budgetary and internal control risks have been minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety for staff, volunteers and participants of all activities organised by the union. These procedures are periodically reviewed to ensure that they continue to meet the needs of the Students' Union.

Funds held as custodian

Chester Students' Union acts as custodian for funds raised by the student societies themselves, amounting to £7,327 (2023: £6,614) at the year end, in addition to the grant support it disburses to them as shown in the accounts.

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

L Watson
President
Date: 4·10·24

Statement of Trustees' responsibilities
For the Year Ended 31 July 2024

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report including the Strategic Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company 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 and signed on its behalf by:

L Watson
President
Date: 4.10.24

Independent Examiner's Report to the Trustees of Chester Students' Union ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 July 2024.

Responsibilities and Basis of Report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Independent Examiner's Report (continued)
For the Year Ended 31 July 2024

Use of Our Report

The use of this report is made solely to the company'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 company'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 company and the company's Trustees as a body, for my work or for this report.

Signed:  Dated: 4.10.24

Simon Hawkins FCA

Dains Audit Limited
Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

Chester Students' Union

(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)

For the Year Ended 31 July 2024

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	525,501	19,874	545,375	571,064
Charitable activities	4	17,812	-	17,812	15,654
Investments	5	1,801	-	1,801	358
Total income		545,114	19,874	564,988	587,076
Expenditure on:					
Charitable activities: Improvement of Student Experience		548,826	19,874	568,700	564,392
Total expenditure		548,826	19,874	568,700	564,392
Net movement in funds		(3,712)	-	(3,712)	22,684
Reconciliation of funds:					
Total funds brought forward		182,597	-	182,597	159,913
Net movement in funds		(3,712)	-	(3,712)	22,684
Total funds carried forward		178,885	-	178,885	182,597

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

The notes on pages 15 to 30 form part of these financial statements.

Chester Students' Union

(A Company Limited by Guarantee)
Registered number: 07623621

Balance Sheet
As at 31 July 2024

	Note		2024 £		2023 £
Fixed assets					
Tangible assets	11		8,690		10,577
			8,690		10,577
Current assets					
Debtors	12	91,397		49,674	
Cash at bank and in hand		106,713		152,346	
		198,110		202,020	
Creditors: amounts falling due within one year	13	(27,915)		(30,000)	
Net current assets			170,195		172,020
Total net assets			178,885		182,597
Charity funds					
Restricted funds	14		-		-
Unrestricted funds	14		178,885		182,597
Total funds			178,885		182,597

Balance Sheet (continued)
As at 31 July 2024

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

L Watson
President
Date: 4.10.24

The notes on pages 15 to 30 form part of these financial statements.

Chester Students' Union

(A Company Limited by Guarantee)

Statement of Cash Flows
For the Year Ended 31 July 2024

	2024 £	2023 £
Cash flows from operating activities		
Net cash used in operating activities	(43,567)	49,134
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	491	1,047
Purchase of tangible fixed assets	(2,557)	(1,478)
Net cash used in investing activities	(2,066)	(431)
Change in cash and cash equivalents in the year	(45,633)	48,703
Cash and cash equivalents at the beginning of the year	152,346	103,643
Cash and cash equivalents at the end of the year	106,713	152,346

The notes on pages 15 to 30 form part of these financial statements

1. Accounting policies

1.1 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 Companies Act 2006.

Chester Students' Union 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are each and every student who has not opted out of membership and the officer Trustees of the Union. In the event of the company being wound up, the liability in respect of the guarantee is limited to one penny per member of the company.

1.3 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operation existence for the foreseeable future and therefore the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1. Accounting policies (continued)

1.4 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1. Accounting policies (continued)

1.5 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out centrally. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1. Accounting policies (continued)

1.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review of impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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 bases:

Office equipment	- 20% on a straight line basis
Computer equipment	- 20% on a straight line basis

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.8 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

1.9 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.

1. Accounting policies (continued)

1.10 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.

1.11 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 company 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.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.12 Financial instruments

The company 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.

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1. Accounting policies (continued)

1.14 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3. Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Grants	525,501	19,874	545,375

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Grants	553,176	17,888	571,064

4. Income from charitable activities

	Unrestricted funds 2024 £	Total funds 2024 £
Media and Trading Sales	17,812	17,812

	Unrestricted funds 2023 £	Total funds 2023 £
Media and Trading Sales	15,654	15,654

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £
Bank interest received	1,801	1,801

	Unrestricted funds 2023 £	Total funds 2023 £
Bank interest received	358	358

6. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £
Improvement of Student Experience	41,144	527,556	**568,700**

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £
Improvement of Student Experience	45,040	519,352	564,392

Analysis of direct costs

	Total funds 2024 £	Total funds 2023 £
Summer Ball	**10,000**	8,808
Elections & Campaigns	**3,312**	2,300
Student Advice	**2,273**	3,603
Student Activities	**15,685**	21,249
SERs	**9,874**	9,080
	41,144	45,040

6. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2024 £	Total funds 2023 £
Staff costs	**429,093**	418,620
Depreciation	**3,794**	4,734
Insurance	**11,910**	11,864
IT costs	**6,327**	4,293
Staff training	**12,137**	16,583
Technology costs	**360**	987
Legal & professional fees	**17,362**	33,540
Profit on the sale of fixed assets	**159**	(129)
Miscellaneous expenditure	**43,314**	26,260
Accountancy fees	**3,100**	2,600
	527,556	519,352

7. Turnover

The whole of the turnover is attributable to the principal activity of the charitable company.

All turnover arose within the United Kingdom.

8. Net income/(expenditure)

	2024 £	2023 £
Depreciation of tangible fixed assets - owned by charity	**3,794**	4,734
Operating lease rentals	**7,500**	7,500
	11,294	12,234

9. Staff costs

	2024	2023
	£	£
Wages and salaries	402,798	394,605
Social security costs	20,756	18,025
Contribution to defined contribution pension schemes	5,539	5,990
	429,093	418,620

The average number of persons employed by the company during the year was as follows:

	2024	2023
	No.	No.
Sabatical Officer Trustees	3	3
Managers	5	5
Staff	11	11
	19	19

No employee received remuneration amounting to more than £60,000 in either year

The total amount of employee benefits (including pension contributions) received by key management personnel for their services to the charitable company are £72,301 (2023: £149,578).

Key management personnel comprise the CEO, Management team and Volunteer trustees. Trustees are not remunerated for their work as trustees (see note 10 below).

10. Trustees' remuneration and expenses

The total remuneration costs for the sabbatical officer trustees amounted to £65,985 (2023: £61,676). These costs relate to remuneration received as sabbatical officers, rather than as trustees.

During the year ended 31 July 2024, trustees expenses have been incurred totalling £837 (2023: £nil).

During the year, no trustees received any benefit in kind (2023: £nil).

During the year retirement benefits were accruing to 3 Trustees (2023: 3) in respect of defined contribution pension schemes.

11. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 August 2023	27,893	2,296	40,372	70,561
Additions	-	-	2,557	2,557
Disposals	-	-	(23,074)	(23,074)
At 31 July 2024	27,893	2,296	19,855	50,044
Depreciation				
At 1 August 2023	27,893	1,232	30,859	59,984
Charge for the year	-	459	3,335	3,794
On disposals	-	-	(22,424)	(22,424)
At 31 July 2024	27,893	1,691	11,770	41,354
Net book value				
At 31 July 2024	-	605	8,085	8,690
At 31 July 2023	-	1,064	9,513	10,577

12. Debtors

	2024	2023
	£	£
Due within one year		
Trade debtors	7,710	1,365
Other debtors	1,983	8,457
Prepayments and accrued income	81,704	39,852
	91,397	49,674

13. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	717	14,661
Other taxation and social security	7,525	5,991
Other creditors	7,378	6,614
Accruals	12,295	2,734
	27,915	30,000

14. Statement of funds

Statement of funds - current year

	Balance at 1 August 2023 £	Income £	Expenditure £	Balance at 31 July 2024 £
Unrestricted funds				
Reserves	182,597	545,114	(548,826)	178,885
Restricted funds				
Summer ball	-	10,000	(10,000)	-
SERS	-	9,874	(9,874)	-
	-	19,874	(19,874)	-
Total of funds	182,597	564,988	(568,700)	178,885

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 August 2022 £	Income £	Expenditure £	Balance at 31 July 2023 £
Unrestricted funds				
Reserves	159,913	569,188	(546,504)	182,597
Restricted funds				
Summer ball	-	8,808	(8,808)	-
SERS	-	9,080	(9,080)	-
	-	17,888	(17,888)	-
Total of funds	159,913	587,076	(564,392)	182,597

15. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	8,690	**8,690**
Current assets	198,110	**198,110**
Creditors due within one year	(27,915)	**(27,915)**
Total	178,885	**178,885**

15. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	10,577	10,577
Current assets	202,020	202,020
Creditors due within one year	(30,000)	(30,000)
Total	182,597	182,597

16. Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net income/expenditure for the period (as per Statement of Financial Activities)	**(3,712)**	22,684
Adjustments for:		
Depreciation charges	**3,794**	4,734
Profit on the sale of fixed assets	**159**	(129)
Decrease/(increase) in debtors	**(41,723)**	26,570
Decrease in creditors	**(2,085)**	(4,725)
Net cash provided by/(used in) operating activities	**(43,567)**	49,134

17. Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	**106,713**	152,346
Total cash and cash equivalents	**106,713**	152,346

18. Analysis of changes in net debt

	At 1 August 2023	Cash flows	At 31 July 2024
	£	£	£
Cash at bank and in hand	152,346	(45,633)	106,713
	152,346	(45,633)	106,713

19. Pension commitments

The union operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the union in an independently administered fund.

The total cost of the year of £5,539 (2023: £5,990) represents employer contributions to the scheme. At the year end, an amount of £50 (2023: £Nil) was outstanding.

20. Operating lease commitments

At 31 July 2024 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024	2023
	£	£
Not later than 1 year	7,500	7,500

21. Related party transactions

The charitable company's governing parent body is the University of Chester. During the year the company received grants totalling £545,375 (2023: £571,064).

During the year the union paid rent to the University of Chester of £7,500 (2023: £7,500)

As at 31 July 2024 the amount due from the University of Chester was £Nil (2023: £Nil) and the balance owed to the University of Chester was £420 (2023: £9,389).

In addition to the above, as at 31 July 2024 accrued income due from the University of Chester was £65,374 (2023: £25,064).

CHESTER STUDENTS' UNION

England & Wales - Charity number 1149397

Accounts

Registered number: 07623621
Charity number: 1149397

Chester Students' Union

Trustees' Report and Financial Statements

For the Year Ended 31 July 2023

DAINS
ACCOUNTANTS

Chester Students' Union
(A Company Limited by Guarantee)

Contents

	Page
Reference and Administrative Details of the Company, its Trustees and Advisors	1
Trustees' Report	2 - 8
Trustees' Responsibilities Statement	9
Independent Examiner's Report	10 - 11
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15 - 28

Chester Students' Union
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, Its Trustees and Advisors
For the Year Ended 31 July 2023

Trustees

L Friel - President (resigned 30 June 2023)
L Garnett - VP Education (resigned 30 June 2023)
J Farley-Moss - VP Student Life (resigned 30 April 2023)
E Smith - President (appointed 1 July 2023)
J Sanderson - Student Trustee (resigned 30 June 2023), VP Education (appointed 1 July 2023)
T Hobhouse Scott - VP Student Life (appointed 1 July 2023)
K Dar - External Trustee (resigned 30 March 2023)
E Goodridge - External Trustee (resigned 6 April 2023)
O Kasper-Hope - External Trustee (appointed 21 April 2021)
B Allsop - External Trustee (resigned 29 March 2023)
M Trevor - Student Trustee

Company registered number

07623621

Charity registered number

1149397

Registered office

Parkgate Road, Chester, CH1 4BJ

Chief executive officer

M Webber, CEO (resigned 1 November 2022)
A Godolphin Deputy CEO (Resigned 1 October 2022)
S Temple-Farmer, Interim Operations Director (30 September 2022 until 1 November 2022) Interim CEO (appointed 1 November 2022) and Change Director (appointed 1 May 2023)

Accountants

Dains Audit Limited, Suite 2, Albion House, 2 Etruria Office Village, Forge Lane, Stoke on Trent, Staffordshire, ST1 5RQ

Trustees' Report
For the Year Ended 31 July 2023

The Trustees present their annual report together with the financial statements of the company for the year 1 August 2022 to 31 July 2023. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company'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 (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Chester Students' Union mission is to ensure you "Love your Student Life."

The Objects of the Union ("Objects") are the advancement of education of Students at University of Chester for the public benefit by:

- Promoting the interests and welfare of Students at University of Chester during their course of study and representing, supporting and advising Students
- Being the recognised representative channel between Students and University of Chester and any other external bodies
- Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its Students

Objectives and activities (continued)

b. Strategies for achieving objectives

Health Assessment and Road Map

Following the resignations of the Chief Executive and Deputy Chief Executive in October and November 2022 the organisation undertook a comprehensive review of the health of the organisation and strategy for the future.

To this end Scott Temple-Farmer, an associate for Coole Insight Ltd was appointed as Interim Operations Director and then as Interim Chief Executive upon the departure of the Chief Executive as noted above.

The Trustee Board appointed a joint task and finish turnaround group in December 2022 to commission a health assessment of the organisation. The Group received 4 proposals from external organisations to undertaken the review and appointed Greenhouse Ltd to undertaken the review in February 2023. Greenhouse reported to the Turnaround Group in March 2023. From May 1 2023 S Temple-Farmer was appointed as Change Director reporting to a Turnaround Board with both being in place until 30 April 2024.

This report considers the organisational health of Chester Students' Union (CSU), providing a critique to the Trustee Board, joint Task and Finish Group, and the University of Chester on key aspects of the students' union, and recommendations for improvement.

The Executive Summary of the Assessment Report

Based on the interviews of close to fifty stakeholders at the students' union and institution, review of numerous key documents made available by the organisation, and consideration of good practice within the student movement and elsewhere, the report provides an analysis of the key findings in relation to the main areas of concern, in particular:

- Strategic goals and organisational impact
- Engagement with the membership
- Representation of students to the institution
- Institutional relationship
- Financial effectiveness, scrutiny, including value for money
- Diversity, inclusion, equity and cohesion
- Trustee Board governance
- People development and culture

Synthesising the information from the various sources, the report assesses the evidence in these areas, and makes strategic and tactical recommendations for the key aspects, taking into account the context, scale, and resources of the organisation. For clarity purposes, the organisational roadmap takes the form of key recommendations for action during the turnaround period of the next 12 months, with key actions for the first 6 months, and subsequent 6 months.

It should be emphasised that the content and tone of the feedback of stakeholders across the institution and students' union has been highly concerning and ranks close to the worst that we have come across in students' unions within the UK. It should not come as a surprise that the actions required now must be highly robust in order to extricate Chester Students' Union from its spiral of decline.

For much of the 2022/23 year the organisation wasn't operating at full strength in terms of permanent staffing, giving rise to concerns from the primary funder about the validity of the organisation. For much of the year the organisation operated between 40-66% of its previous FTE due to a mixture of departures, non-replacements, and staff absences. As part of the health assessment a review of the strategic plan is required and will be undertaken in tandem with the University process.

Objectives and activities (continued)

From 1 November 2022 the Board took the decision to focus on the relationships of key stakeholders to improve the immediate standing of the organisation, these being:

- University of Chester,
- Elected Officers,
- Our members, and
- Our Staff.

From February 2023 the organisation moved forward with a revised mission, enabling to concentrate on activities directly benefiting the members and aiding our purposes in the Articles and 1994 Education Act being:

- Advice
- Community,
- Opportunities, and
- Voice.

This remainder of this report reflects the activity undertaken.

Student Advice

To the end of May the advice service had undertaken 818 new cases compared to 698 for the same period in 21/22. A total of 163 appointments had also taken place compared to 257 for the same period the year before.

The split by topic is as follows:

- 44 % - Academic Appeals
- 17% - Academic Integrity
- 9% - Other
- 8% - Housing
- 5% - Money
- 5% - Exceptional Circumstances
- 5% - Professional Suitability Panels
- 5% - Complaints
- 2% - Disciplinary

There is a plan to review the data collection and categorisation of advice work for 23/24.

The service undertakes feedback with members who use the service and complete a survey at the completion of their case. The summary scores are;

- 75% Satisfaction rating
- 90% agree they received the advice they needed to resolve their query
- 90% confidence in the advice received

Community

In term 3 we revamped our space at the Exton Park campus to create dedicated social spaces and bookable rooms for student groups and their leaders and brought our staff team together to work in a more collaborative space. The created a meeting room called 'The Think Tank', a larger space called "The Hive", our open space called "The Foyer" and a one-to-one space called "The Studio".

Across all of the University Centres we held a programme of commuter breakfasts to ensure students could come together, network and discuss their student experience.

Objectives and activities (continued)

During term 2 we were able to establish a more consistent approach to supporting activities at the University Centres of Shrewsbury, Birkenhead and Warrington. The SU space at Shrewsbury was revamped with two students employed to act as campus services assistants. Our summer celebration attracted over 60 students to commemorate their achievements during the year.

At Warrington our summer celebration attracted 55 students who enjoyed a 3 course meal and we were able to provide more consistent staffing support at Birkenhead with a presence being maintained weekly.

We hosted the University International Student Networking Café which attracted over 50 students attending to discuss their experience of being a student at the University in terms of their education and wider student life.

The Students' Union hosted two seminars for Students in Chester, working with University colleagues and representatives of the local City Council to ensure that student issues were being heard by local councillors and other decision makers. Over 30 students attended each forum with report backs being received by the full-time elected officers.

Opportunities

Welcome week was a big success with over 4000 in person interactions and many more online. 13 events were run by the organisation. The welcome fair attracted over 1,500 students with a similar number engaging with the sports and societies fair.

Student societies continued to thrive at the students' union with 44 active societies being in place by the end of the academic year and 729 student members. A comprehensive review of support for the societies is taking place in Summer 2023. We further enhanced the support to those running societies by creating regular networking opportunities to share ideas.

In March 2023 we relaunched the organisations website to give it a fresh look and feel and to improve the navigation and accessibility for students. The previous site wasn't engaging and almost instantly we saw a 49% increase in engagement.

Voice

Cost of Living
The effects of the cost of living was felt harshly by our members and we have been working with the University ensure that students needs are understood and support improved. We are really proud of the work undertaken in this campaign and for the way in which the University responded to this challenge. As a result the University was placed 2nd at the What Uni? Student Choice Awards. As well as the practical support and improved food and drink offers across campus ensuring a regular freshly cooked value meal, the implementation of free sanitary products available in bathrooms and the redesignation of existing funds to create new support funds for students most in need are real wins for our members.

Sabbatical Elections – Spring 2023
The annual elections took place in March with a final turnout of 8%. Confidence in the election from 21/22 was low given an extensive investigation which was dismissed on appeal. The focus for these elections were to ensure a positive candidate experience and promote voter confidence. A total of 15 nominees, 14 candidates across the 3 positions with 1,074 students casting at least one vote.

Student Voice Representative System
The Students' Union continued to work in partnership with the University to deliver the Student Voice Representative System (SVR's). We recruited 431 with the aim of recruiting 512 equalling an 84% success rate. In addition 74% of those recruited attended training on the role and function of the representation system. Reps were supported by University Staff Champions as well as staff from with the Students' Union.

Objectives and activities (continued)

1839 Awards – Celebrating the Staff and Student Community
The 11th 1839 awards was hosted at Storyhouse on Thursday 12th May. The awards are the opportunity to celebrate the incredible achievements of the University community with students and staff. We received over 700 nominations for the 14 awards, a record for the event and goes to show the importance of the awards and how much they mean to the recipients.

Students' Union Democracy
The organisation implemented a student voice scrutiny committee, of 12 members who would be paid to conduct student research into the student experience, at the start of the 2022/23 academic year. However due to a lack of coherent planning and support this was disbanded and replaced with a student council for the remainder of the year. The student council had a total of 29 members for the remainder of the year with a clear focus on Accessibility and access to University campuses and contribution to the University Widening Access and Participation Plan.

c. Main activities undertaken to further the company's purposes for the public benefit

The Union promotes the interests of the students by providing representation, advice and support as well as social and cultural activities. In addition, we provide opportunities for personal development.

We work closely with the University and the local community to resolve matters and to promote community cohesion.

The officers sit on a University and Community Liaison committee.

Our input into University committees provides good governance and helps promote effective spending of the University's public and private funds.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company 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.

b. Financial Review

The detail of the 2022/23 financial performance is detailed later in this document. For the year ended 31 July 2023, the CSU net position was a net increase in funds of £22,684, which increased total funds to £182,597.

Structure, governance and management

a. Constitution

The company is registered as a charitable company limited by guarantee and was set up by a Trust deed .

The company is constituted under a Trust deed and is a registered charity number 1149397.

The principal object of the company is for "students to love their student life."

b. Methods of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Related party relationships

The relationship between University of Chester and Chester Students' Union is established in the Regulations of the University and detailed in the Chester Students' Union's Articles approved by both organisations.

Chester Students' Union receives a block grant from the University of Chester and rents a building in Chester, plus part of a building at the Shrewsbury and Warrington Campus. The union continues to generate a surplus from media sales activity.

There is no reason to believe that this or equivalent support from the university will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the university to ensure the financial viability of its student representative body.

d. Risk management

The Trustee Board of the Students' Union has examined the major strategic, business and operational risks faced by the Chester Students' Union. A risk register has been established and will be updated at least annually. Risk is also reported and reviewed at a Board sub-committee. Where appropriate, systems or procedures will be established to mitigate the risks that Chester Students' Union faces. Budgetary and internal control risks have been minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety for staff, volunteers and participants of all activities organised by the union.

These procedures are periodically reviewed to ensure that they continue to meet the needs of the Students' Union.

Plans for future periods

The repositioning of the Students' Union in terms of its relationship to its major funder and its members is absolutely critical to the future success of the organsiation. The reinvigoration of the external members of the Board and the appointment of a University nominated lay trustee are seen as key componenents.

The student demographic of the University is changing all of the time and with Higher Education likely to be a key topic at the next general election the organisation will need to be alive to the potential further changes to the structure and potential delivery methods of Higher Education in the next 5-10 years. The new Chief Executive and Board will need to be alive to these issues and work closely with the University of Chester to ensure the interests of the members are prioritised.

The improved standing of the Students' Union towards the end of 2022/23 gives the organisation much to be optimistic about and the clear defninition of the Vision, Mission and Vales will ensure a unique place for the Students' Union to operate within the University community. The challenge for the students' union into 2023/24 will be to further embed and build confidence amongst the key stakeholders. A clearer sense of the long term funding of the organisation may be required to ensure embedded strategic developments to take hold in the future.

Funds held as custodian

Chester Students' Union acts as custodian for funds raised by the student societies themselves, amounting to £6,614 (2022: £4,789) at the year end, in addition to the grant support it disburses to them as shown in the accounts.

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

E Smith

E Smith
President
Date: 15 December 2023

Statement of Trustees' responsibilities
For the Year Ended 31 July 2023

The Trustees (who are also the directors of the company for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company 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 and signed on its behalf by:

E Smith

E Smith
President
Date: 15 December 2023

Independent Examiner's Report
For the Year Ended 31 July 2023

Independent Examiner's Report to the Trustees of Chester Students' Union ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 July 2023.

Responsibilities and Basis of Report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Use of Our Report

The use of this report is made solely to the company'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 company'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 company and the company's Trustees as a body, for my work or for this report.

Signed:

Dated: 15.12.23

Simon Hawkins FCA

Dains Audit Limited
Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

Chester Students' Union
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	*Total funds 2022 £*
Income from:					
Donations and legacies	3	**553,176**	**17,888**	**571,064**	*547,662*
Charitable activities	4	**15,654**	**-**	**15,654**	*18,432*
Investments	5	**358**	**-**	**358**	*19*
Total income		**569,188**	**17,888**	**587,076**	*566,113*
Expenditure on:					
Charitable activities: Improvement of Student Experience		**546,504**	**17,888**	**564,392**	*567,134*
Total expenditure		**546,504**	**17,888**	**564,392**	*567,134*
Net movement in funds		**22,684**	**-**	**22,684**	*(1,021)*
Reconciliation of funds:					
Total funds brought forward		**159,913**	**-**	**159,913**	*160,934*
Net movement in funds		**22,684**	**-**	**22,684**	*(1,021)*
Total funds carried forward		**182,597**	**-**	**182,597**	*159,913*

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

The notes on pages 15 to 28 form part of these financial statements.

Chester Students' Union
(A Company Limited by Guarantee)
Registered number: 07623621

Balance Sheet
As at 31 July 2023

	Note		2023 £		2022 £
Fixed assets					
Tangible assets	11		**10,577**		*14,751*
			10,577		*14,751*
Current assets					
Debtors	12	**49,674**		*76,244*	
Cash at bank and in hand		**152,346**		*103,643*	
		202,020		*179,887*	
Creditors: amounts falling due within one year	13	**(30,000)**		*(34,725)*	
Net current assets			**172,020**		*145,162*
Total net assets			**182,597**		*159,913*
Charity funds					
Restricted funds	15		**-**		*-*
Unrestricted funds	15		**182,597**		*159,913*
Total funds			**182,597**		*159,913*

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

E Smith

E Smith
President
Date: 15 December 2023

The notes on pages 15 to 28 form part of these financial statements.

Chester Students' Union
(A Company Limited by Guarantee)

Statement of Cash Flows
For the Year Ended 31 July 2023

	2023 £	*2022* *£*
Cash flows from operating activities		
Net cash used in operating activities	**49,134**	*33,802*
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	**1,047**	-
Purchase of tangible fixed assets	**(1,478)**	*(14,131)*
Net cash used in investing activities	**(431)**	**(14,131)**
Change in cash and cash equivalents in the year	**48,703**	**19,671**
Cash and cash equivalents at the beginning of the year	**103,643**	*83,972*
Cash and cash equivalents at the end of the year	**152,346**	*103,643*

The notes on pages 15 to 28 form part of these financial statements

1. Accounting policies

1.1 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 Companies Act 2006.

Chester Students' Union 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are each and every student who has not opted out of membership and the officer Trustees of the Union. In the event of the company being wound up, the liability in respect of the guarantee is limited to one penny per member of the company.

1.3 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operation existence for the foreseeable future and therefore the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.4 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1. Accounting policies (continued)

1.5 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out centrally. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review of impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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 bases:

Office equipment	- 20% on a straight line basis
Computer equipment	- 20% on a straight line basis

1. Accounting policies (continued)

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.8 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

1.9 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.

1.10 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.

1.11 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 company 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.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.12 Financial instruments

The company 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.

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1. Accounting policies (continued)

1.14 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Grants	553,176	17,888	**571,064**

	Unrestricted funds 2022 £	*Restricted funds 2022 £*	*Total funds 2022 £*
Donations	*5*	-	*5*
Grants	*521,176*	*26,481*	*547,657*
	521,181	*26,481*	*547,662*

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Media Sales	15,654	**15,654**

	Unrestricted funds 2022 £	*Total funds 2022 £*
Media Sales	*18,432*	*18,432*

5. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £
Bank interest received	358	**358**

	Unrestricted funds 2022 £	*Total funds 2022 £*
Bank interest received	*19*	*19*

6. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £
Improvement of Student Experience	45,040	519,352	**564,392**

	Activities undertaken directly 2022 £	*Support costs 2022 £*	*Total funds 2022 £*
Improvement of Student Experience	*44,212*	*522,922*	*567,134*

Analysis of direct costs

	Total funds 2023 £	*Total funds 2022 £*
Summer Ball	**8,808**	*10,481*
Events & Campaigns	**2,300**	*2,514*
Student Advice	**3,603**	*3,351*
Student Activities	**21,249**	*11,866*
SERs	**9,080**	*16,000*
	45,040	*44,212*

6. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2023 £	*Total funds 2022 £*
Staff costs	**418,620**	*452,160*
Depreciation	**4,734**	*4,125*
Insurance	**11,864**	*10,921*
IT costs	**4,293**	*4,088*
Staff training	**16,583**	*7,534*
Technology costs	**987**	*482*
Legal & professional fees	**33,540**	*21,066*
Profit on the sale of fixed assets	**(129)**	-
Miscellaneous expenditure	**26,260**	*19,946*
Accountancy fees	**2,600**	*2,600*
	519,352	*522,922*

7. Turnover

The whole of the turnover is attributable to the principal activity of the charitable company.

All turnover arose within the United Kingdom.

8. Net income/(expenditure)

	2023 £	*2022 £*
Depreciation of tangible fixed assets - owned by charity	**4,734**	*4,124*
Operating lease rentals	**7,500**	*7,500*
	12,234	*11,624*

9. Staff costs

	2023 £	*2022* *£*
Wages and salaries	**394,605**	*410,349*
Social security costs	**18,025**	*33,603*
Contribution to defined contribution pension schemes	**5,990**	*8,208*
	418,620	*452,160*

The average number of persons employed by the company during the year was as follows:

	2023 No.	*2022* *No.*
Sabatical Officer Trustees	**3**	*4*
Managers	**5**	*7*
Staff	**11**	*9*
	19	*20*

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including pension contributions) received by key management personnel for their services to the charitable company are £149,578 (2022: £290,984).

Key management personnel comprise the CEO, Management team and Volunteer trustees. Trustees are not remunerated for their work as trustees (see note 10 below).

10. Trustees' remuneration and expenses

The total remuneration costs for the sabbatical officer trustees amounted to £61,676 (2022: £87,902). These costs relate to remuneration received as sabbatical officers, rather than as trustees.

During the year ended 31 July 2023, trustees expenses have been incurred totalling £nil (2022: £53).

During the year, no trustees received any benefit in kind (2022: £nil).

During the year retirement benefits were accruing to 3 Trustees (2022: 5) in respect of defined contribution pension schemes.

11. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 August 2022	**27,893**	**2,296**	**40,041**	**70,230**
Additions	**-**	**-**	**1,478**	**1,478**
Disposals	**-**	**-**	**(1,147)**	**(1,147)**
At 31 July 2023	**27,893**	**2,296**	**40,372**	**70,561**
Depreciation				
At 1 August 2022	**27,893**	**470**	**27,116**	**55,479**
Charge for the year	**-**	**762**	**3,972**	**4,734**
On disposals	**-**	**-**	**(229)**	**(229)**
At 31 July 2023	**27,893**	**1,232**	**30,859**	**59,984**
Net book value				
At 31 July 2023	**-**	**1,064**	**9,513**	**10,577**
At 31 July 2022	*-*	*1,826*	*12,925*	*14,751*

12. Debtors

	2023 £	2022 £
Due within one year		
Trade debtors	**1,365**	-
Other debtors	**8,457**	*5,607*
Prepayments and accrued income	**39,852**	*70,637*
	49,674	*76,244*

13. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	**14,661**	*19,987*
Other taxation and social security	**5,991**	*7,237*
Other creditors	**6,614**	*4,789*
Accruals	**2,734**	*2,712*
	30,000	*34,725*

14. Financial Instruments

	2023 £	2022 £
Financial assets		
Financial assets measured at fair value through income and expenditure	**152,346**	*103,643*
Financial assets measured at amortised cost	**9,822**	*5,607*
	162,168	*109,250*

	2023 £	2022 £
Financial liabilities		
Financial liabilities measured at amortised cost	**30,000**	*34,725*

Financial assets measured at fair value through income and expenditure comprise cash and bank balances.

Financial assets measured at amortised cost comprise trade and other debtors.

Financial liabilities measured at amortised cost comprise trade and other creditors, other taxation and social security and accruals.

15. Statement of funds

Statement of funds - current year

	Balance at 1 August 2022 £	Income £	Expenditure £	Balance at 31 July 2023 £
Unrestricted funds				
Reserves	159,913	569,188	(546,504)	182,597
Restricted funds				
Summer ball	-	8,808	(8,808)	-
SERS	-	9,080	(9,080)	-
	-	17,888	(17,888)	-
Total of funds	159,913	587,076	(564,392)	182,597

15. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 August 2021 £	*Income* £	*Expenditure* £	*Balance at 31 July 2022* £
Unrestricted funds				
Reserves	*160,934*	*539,632*	*(540,653)*	*159,913*
Restricted funds				
Summer Ball	-	*10,481*	*(10,481)*	-
SERs	-	*16,000*	*(16,000)*	-
	-	*26,481*	*(26,481)*	-
Total of funds	*160,934*	*566,113*	*(567,134)*	*159,913*

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	**Total funds 2023** £
Tangible fixed assets	10,577	**10,577**
Current assets	202,020	**202,020**
Creditors due within one year	(30,000)	**(30,000)**
Total	182,597	**182,597**

16. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2022 £	*Total funds 2022 £*
Tangible fixed assets	*14,751*	*14,751*
Current assets	*179,887*	*179,887*
Creditors due within one year	*(34,725)*	*(34,725)*
Total	*159,913*	*159,913*

17. Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	*2022 £*
Net income/expenditure for the year (as per Statement of Financial Activities)	**22,684**	*(1,021)*
Adjustments for:		
Depreciation charges	**4,734**	*4,124*
Profit on the sale of fixed assets	**(129)**	*-*
Decrease in debtors	**26,570**	*26,731*
Increase/(decrease) in creditors	**(4,725)**	*3,968*
Net cash provided by operating activities	**49,134**	*33,802*

18. Analysis of cash and cash equivalents

	2023 £	*2022 £*
Cash in hand	**152,346**	*103,643*
Total cash and cash equivalents	**152,346**	*103,643*

19. Analysis of changes in net debt

	At 1 August 2022	Cash flows	At 31 July 2023
	£	£	£
Cash at bank and in hand	**103,643**	**48,703**	**152,346**
	103,643	**48,703**	**152,346**

20. Pension commitments

The union operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the union in an independently administered fund.

The total cost of the year of £5,990 (2022: £8,208) represents employer contributions to the scheme. At the year end, an amount of £Nil (2022: £Nil) was outstanding.

21. Operating lease commitments

At 31 July 2023 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023	*2022*
	£	£
Not later than 1 year	**7,500**	*7,500*

22. Related party transactions

The charitable company's governing parent body is the University of Chester. During the year the company received grants totalling £571,064 (2022: £547,657).

During the year the union paid rent to the University of Chester of £7,500 (2022: £7,500)

As at 31 July 2023 the amount due from the University of Chester was £Nil (2022: £Nil) and the balance owed to the University of Chester was £9,389 (2022: £9,000).

In addition to the above, as at 31 July 2023 accrued income due from the University of Chester was £25,064 (2022: £52,146).

CHESTER STUDENTS' UNION

England & Wales - Charity number 1149397

Accounts

Registered number: 07623621
Charity number: 1149397

Chester Students' Union

Trustees' Report and Financial Statements

For the Year Ended 31 July 2022

DAINS
ACCOUNTANTS

Chester Students' Union

Contents

	Page
Reference and Administrative Details of the Company, its Trustees and Advisers	1
Trustees' Report	2 - 6
Trustees' Responsibilities Statement	7
Independent Examiner's Report	8 - 9
Statement of Financial Activities	10
Balance Sheet	11
Statement of Cash Flows	12
Notes to the Financial Statements	13 - 25

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 July 2022

Trustees	L Friel, VP Education until 30 June 2022 - President from 1 July 2022 K Dar J Farley-Moss, VP Acticities until 30 June 2022 - VP Student Life from 1 July 2022 J Sanderson B Allsop (appointed 21 April 2022) L Garnett, VP Education from 1 July 2022 (appointed 1 July 2022) E Goodridge (appointed 21 April 2022) M Trevor (appointed 21 April 2022) O Kasper-Hope (appointed 21 April 2022) H Doon (resigned 11 December 2021) V Pritchard (resigned 11 December 2021) J Rankin, President until 30 June 2022 (resigned 30 June 2022) S Derbyshire, VP Warrington until 30 June 2022 (resigned 30 June 2022) G Abbas, VP Shrewsbury until 30 June 2022 (resigned 30 June 2022) N Dodd (resigned 11 December 2021) D Tromans (resigned 31 July 2022)
Company registered number	07623621
Charity registered number	1149397
Registered office	Chester Students' Union Parkgate Road Chester CH1 4BJ
Senior management team	M Webber, CEO A Godolphin, Deputy CEO
Accountants	Dains Audit Limited Suite 2, Albion House 2 Etruria Office Village Forge Lane Stoke on Trent Staffordshire ST1 5RQ

Trustees' Report
For the Year Ended 31 July 2022

The Trustees present their annual report together with the financial statements of the company for the year 1 August 2021 to 31 July 2022. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company'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 (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Chester Students' Union mission is to ensure you "Love your Student Life."

The Objects of the Union ("Objects") are the advancement of education of Students at University of Chester for the public benefit by:

- Promoting the interests and welfare of Students at University of Chester during their course of study and representing, supporting and advising Students
- Being the recognised representative channel between Students and University of Chester and any other external bodies
- Providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its Students

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)'.

b. Strategies for achieving objectives

Strategic Plan

This academic year saw an increase in the number of students on campus, and the University and CSU balancing the blend of both online and face to face provision.
We are now one year into our five year strategic plan, focused on enabling Chester students to love their student life by:

1. Being an active part of students' lives, championing inclusivity with a visible and relevant presence both in person and digitally, co-creating with students dynamic communities
2. Believing in students, giving every available opportunity to help them develop, amplify and facilitate the student voice and with us in their corner if times get tough
3. Being a credible, high performing Students' Union that University of Chester students are proud to be a member of.

Objectives and activities (continued)

c. Main activities undertaken to further the company's purposes for the public benefit

The Union promotes the interests of the students by providing representation, advice and support as well as social and cultural activities. In addition, we provide opportunities for personal development.

We work closely with the University and the local community to resolve matters and to promote community cohesion. We are currently working with the University, local charities and the local community to make our annual Reclaim the Night March bigger and better in it's second year!

The officers sit on a University and Community Liaison committee.

Our input into University committees provides good governance and helps promote effective spending of the University's public and private funds

Achievements and performance

a. Highlights

Student Support
This year has seen our advice centre again reach a record number of students. The team is a year old now and that experience is showing in dealing with more complex cases as seen by the 100% increase in case interactions this year. The number of students looking for advice has increased by 30% this year.

1264 student support cases by our advice service
877 students supported with academic issues by our advice service

Average of **6** interactions per case.

The impact of this is more student receiving independent and confidential advice we have received more feedback than ever before with 80% of students stating the advice service is a trusted source of advice.

I want to express my heartful thanks to my formidable student union advice team... who has stood by my side in this my ordeal. Your presence encouraged and empowered me. As I now remain in this nursing career, I will always remember the support.

Community & Belonging
The sense of community and belonging societies provide to the student community at Chester is invaluable. The last academic year our societies have overcome the challenges of hybrid learning and have continue to meet and organise events and activities and contributed to the student lives of all their members. As we continued to adapt to a post covid society Student Opps worked closely with all societies to maximise their engagement and to support our student volunteers.

During 21/22 we had:

27 societies with **950** members. We ended the year with over 100 nominations for our annual Society Awards, which was held in person for the first time in two years.
112 Student Society Committee members
384 Course and department reps
12 Student Council Members
3 Student Trustees
3 Student Networks – Women's, Postgraduates, and Cultural Heritage (BAME and International).

Achievements and performance (continued)

Altogether that's 511 **student volunteers** playing their part as Citizen Students, developing their skills, advocating for the student body, building support networks and further developing their employability. We also provided Higher Education Achievement Record (HEAR) certification for all our volunteers, to boost their CVs and provide evidence of their achievements.

"My intervention, and being the tool used to help other students from my course, gave the department the chance to find solutions to student issues." *2021/22 Student Experience Rep*

Additionally, we facilitated the student-led 1839 Teaching Awards with 350 nominations and 13 winners.

"Being nominated and shortlisted for the 1839 awards is an extremely humbling experience. The long hours and dedication put into my role as a lecturer can be tiring but being nominated and shortlisted for an 1839 award really makes the job even more worth it. The appreciation showed by my students in taking the time to nominate me, really demonstrates a sense of appreciation and support of the job I do."

Staff member shortlisted for 1839s,2022

Democracy
This year saw the implementation of the changes from our Democracy Review last year. We managed a healthy level of engagement in our elections. We saw a 16% voter turnout in our Spring Elections, with 18 diverse candidates running for 3 positions (President, VP Education and VP Student Life).

We are currently finalising recruitment for the Student Insight Committee and Student Insight Advocates.

Internal Functions
We continued to improve employee engagement in 2021/22, with engagement scores improving across 14 topic areas in our staff survey from 20/21. The staff-led employee engagement group continued to drive forward improvements to CSU as a workplace and hold the leadership team accountable. Outcomes driven by the group so far include:

- Implementation of a salary review and changes in place for August 2022 to align staff reward more consistently with responsibilities, alongside inflationary increases across all salary grades aligned with the Universities inflationary increases.

Our governance processes continue to be reviewed with the appointment of three new external Trustees in April 2021.

Achievements and performance (continued)

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company 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.

b. Financial Review

The detail of the 2021/22 financial performance is detailed later in this document. For the year ended 31 July 2022, the CSU net position was a net decrease in funds of £1,021, which decreased total funds to £159,913.

Structure, governance and management

a. Constitution

Chester Students' Union is registered as a charitable company limited by guarantee and was set up by a Trust deed.

The company is constituted under a Trust deed and is a registered charity number 1149397.

The principal object of the company is for "students to love their student life.

b. Methods of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

c. Related party relationships

The relationship between University of Chester and Chester Students' Union is established in the Regulations of the University and detalled in the Chester Students' Union's Articles approved by both organisations.

Chester Students' Union receives a block grant from the University of Chester and rents a building in Chester, plus part of a building at the Shrewsbury and Warrington Campus. The union continues to generate a surplus from media sales activity.

There is no reason to believe that this or equivalent support from the university will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the university to ensure the financial viability of its student representative body.

Structure, governance and management (continued)

d. Financial risk management

The Trustees Board of the Students' Union has examined the major strategic, business and operational risks faced by the Chester Students' Union. A risk register has been established and will be updated at least annually. Risk is also reported and reviewed at a Board sub-committee. Where appropriate, systems or procedures will be established to mitigate the risks that Chester Students' Union faces. Budgetary and internal control risks have been minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety for staff, volunteers and participants of all activities organised by the union.

These procedures are periodically reviewed to ensure that they continue to meet the needs of the Students' Union.

Plans for future periods

We are optimistic for the future development of Chester Students' Union. We have expanded our democracy and insight work with the implementation of recommendations from a review of our democratic structures and are excited about these coming into force in September 2022. The introduction of a student insight committee and collaboration with the University on student voice initiatives will help us to further the student voice, in particular of marginalised groups of students.

Our Advice service continues its commitment to running virtual and online appointments alongside an increase in in-person activity as all teaching returns face to face in 2022.

Having run a hugely successful Freshers Fair and programme of events in Welcome Week 2021/22, we are excited to provide even more face to face services and activities in the coming year, across Chester, Shrewsbury and the new University campus in Warrington town centre.

Funds held as custodian

Societies Funds

Chester Students' Union acts as custodian for funds raised by the student societies themselves, amounting to £4,789 (2021: £7,505) at the year end, in addition to the grant support it disburses to them as shown in the accounts.

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

L Friel
President
Date: 21/09/2022

Statement of Trustees' responsibilities
For the Year Ended 31 July 2022

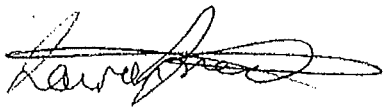
The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company 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 and signed on its behalf by:



L Friel
President
Date: 21/09/2022

Independent Examiner's Report to the Trustees of Chester Students' Union ('the company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 July 2022.

Responsibilities and Basis of Report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Independent Examiner's Report (continued)
For the Year Ended 31 July 2022

Use of Our Report

The use of this report is made solely to the company'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 company'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 company and the company's Trustees as a body, for my work or for this report.



Simon Hawkins FCA

Dains Audit Limited
Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

21·09·2022

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	*Total funds 2021 £*
Income from:					
Donations and legacies	3	521,181	26,481	547,662	*465,228*
Charitable activities	4	18,432	-	18,432	*20,493*
Investments	5	19	-	19	*41*
Total income		539,632	26,481	566,113	*485,762*
Expenditure on:					
Charitable activities	6	540,653	26,481	567,134	*478,946*
Total expenditure		540,653	26,481	567,134	*478,946*
Net movement in funds		(1,021)	-	(1,021)	*6,816*
Reconciliation of funds:					
Total funds brought forward		160,934	-	160,934	*154,118*
Net movement in funds		(1,021)	-	(1,021)	*6,816*
Total funds carried forward		159,913	-	159,913	*160,934*

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

Balance Sheet
As at 31 July 2022

	Note		2022 £		2021 £
Fixed assets					
Tangible assets	12		14,751		4,744
			14,751		4,744
Current assets					
Debtors	13	76,244		102,975	
Cash at bank and in hand		103,643		83,972	
		179,887		186,947	
Creditors: amounts falling due within one year	14	(34,725)		(30,757)	
Net current assets			145,162		156,190
Total net assets			159,913		160,934
Charity funds					
Restricted funds	16		-		-
Unrestricted funds	16		159,913		160,934
Total funds			159,913		160,934

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

L Friel
President
Date: 21/09/2022

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

Statement of Cash Flows
For the Year Ended 31 July 2022

	2022 £	*2021* *£*
Cash flows from operating activities		
Net cash used in operating activities	33,802	*(51,198)*
Cash flows from investing activities		
Purchase of tangible fixed assets	(14,131)	*(2,758)*
Net cash used in investing activities	(14,131)	(2,758)
Change in cash and cash equivalents in the year	19,671	(53,956)
Cash and cash equivalents at the beginning of the year	83,972	*137,928*
Cash and cash equivalents at the end of the year	103,643	*83,972*

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

1. Accounting policies

1.1 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 Companies Act 2006.

Chester Students' Union 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are each and every student who has not opted out of membership and the officer Trustees of the Union. In the event of the company being wound up, the liability in respect of the guarantee is limited to one penny per member of the company.

1.3 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operation existence for the foreseeable future and therefore the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.4 Income

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

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

1. Accounting policies (continued)

1.5 Expenditure (continued)

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out centrally. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review of impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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 bases:

Office equipment	- 20% on a straight line basis
Computer equipment	- 20% on a straight line basis

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.8 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

1.9 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.

1. Accounting policies (continued)

1.10 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.

1.11 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 company 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.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.12 Financial instruments

The company 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.

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1.14 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3. Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Donations	5	-	5
Grants	521,176	26,481	547,657
	521,181	26,481	547,662

	Unrestricted funds 2021 £	*Total funds 2021 £*
Donations	*5*	*5*
Grants	*465,223*	*465,223*
	465,228	*465,228*

4. Income from charitable activities

	Unrestricted funds 2022 £	Total funds 2022 £
Sponsorship Income	-	-
Media sales	18,432	18,432
	18,432	18,432

4. Income from charitable activities (continued)

	Unrestricted funds 2021 £	*Total funds 2021 £*
Sponsorship Income	*8,000*	*8,000*
Media sales	*12,493*	*12,493*
	20,493	*20,493*

5. Investment income

	Unrestricted funds 2022 £	**Total funds 2022 £**
Bank interest received	19	19

	Unrestricted funds 2021 £	*Total funds 2021 £*
Bank interest received	*41*	*41*

6. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2022 £	**Restricted funds 2022 £**	**Total funds 2022 £**
Improvement of Student Experience	540,653	26,481	**567,134**

6. Analysis of expenditure on charitable activities (continued)

Summary by fund type (continued)

	Unrestricted funds 2021 £	*Total funds 2021* £
Improvement of Student Experience	*478,946*	*478,946*

7. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	**Support costs 2022** £	**Total funds 2022** £
Improvement of Student Experience	42,692	524,442	**567,134**

	Activities undertaken directly 2021 £	*Support costs 2021* £	*Total funds 2021* £
Improvement of Student Experience	*19,709*	*459,237*	*478,946*

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2022 £	*Total funds 2021 £*
Summer Ball	10,481	-
Events & Campaigns	994	*9,593*
Student Advice	3,351	*3,316*
Student Activities	11,866	*6,800*
SERs	16,000	-
	42,692	*19,709*

Analysis of support costs

	Total funds 2022 £	*Total funds 2021 £*
Staff costs	452,160	*374,612*
Depreciation	4,125	*1,500*
Insurance	10,921	*10,146*
IT costs	4,088	*6,006*
Staff Training	7,534	*12,588*
Technology Costs	482	*421*
Legal & Professional Fees	21,066	*23,708*
Miscellaneous Expenditure	21,466	*26,256*
Governance Costs	2,600	*4,000*
	524,442	*459,237*

8. Turnover

The whole of the turnover is attributable to the principal activity of the charitable company.

All turnover arose within the United Kingdom.

9. Net income/(expenditure)

	2022 £	*2021* *£*
Depreciation of tangible fixed assets:		
- owned by the charity	4,124	*1,500*
Auditors' remuneration	-	*-*
Operating lease rentals	7,500	*15,000*
	11,624	*16,500*

10. Staff costs

	2022 £	*2021* *£*
Wages and salaries	410,349	*344,785*
Social security costs	33,603	*23,241*
Other pension costs	8,208	*6,586*
	452,160	*374,612*

The average number of persons employed by the company during the year was as follows:

	2022 No.	*2021* *No.*
Sabatical Officer Trustees	4	*4*
Managers	7	*5*
Staff	9	*9*
	20	*18*

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including pension contributions) received by key management personnel for their services to the charitable company are £290,984 (2021: £225,260).

Key management personnel comprise the CEO, Management team and Volunteer trustees. Trustees are not remunerated for their work as trustees (see note 11 below).

11. Trustees' remuneration and expenses

The total remuneration costs for the sabbatical officer trustees amounted to £87,902 (2021: £75,395). These costs relate to remuneration received as sabbatical officers, rather than as trustees.

During the year ended 31 July 2022, Trustee expenses have been incurred totalling £53 (2021: £598).

During the year, no trustees received any benefit in kind (2021: £Nil).

During the year retirement benefits were accruing to 5 Trustees (2021: 4) in respect of defined contribution pension schemes.

12. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 August 2021	27,893	783	27,423	56,099
Additions	-	1,513	12,618	14,131
At 31 July 2022	27,893	2,296	40,041	70,230
Depreciation				
At 1 August 2021	27,893	314	23,148	51,355
Charge for the year	-	156	3,968	4,124
At 31 July 2022	27,893	470	27,116	55,479
Net book value				
At 31 July 2022	-	1,826	12,925	14,751
At 31 July 2021	-	*469*	*4,275*	*4,744*

13. Debtors

	2022 £	*2021* *£*
Due within one year		
Trade debtors	-	*5,707*
Other debtors	5,607	*4,426*
Prepayments and accrued income	70,637	*92,842*
	76,244	*102,975*

14. Creditors: Amounts falling due within one year

	2022 £	*2021* *£*
Trade creditors	19,987	*12,097*
Other taxation and social security	7,237	*7,155*
Other creditors	4,789	*7,505*
Accruals	2,712	*4,000*
	34,725	*30,757*

15. Financial Instruments

	2022 £	*2021* *£*
Financial assets		
Financial assets measured at fair value through income and expenditure	103,643	*83,972*
Financial assets measured at amortised cost	5,607	*10,133*
	109,250	*94,105*

	2022 £	*2021* *£*
Financial liabilities		
Financial liabilities measured at amortised cost	34,725	*30,757*

Financial assets measured at fair value through income and expenditure comprise cash and bank balances.

Financial assets measured at amortised cost comprise trade and other debtors.

Financial liabilities measured at amortised cost comprise trade and other creditors, other taxation and social security and accruals.

16. Statement of funds

Statement of funds - current year

	Balance at 1 August 2021 £	Income £	Expenditure £	Balance at 31 July 2022 £
Unrestricted funds				
Reserves	160,934	539,632	(540,653)	159,913
Restricted funds				
Summer Ball	-	10,481	(10,481)	-
SERs	-	16,000	(16,000)	-
	-	26,481	(26,481)	-
Total of funds	160,934	566,113	(567,134)	159,913

Statement of funds - prior year

	Balance at 1 August 2020 £	*Income £*	*Expenditure £*	*Balance at 31 July 2021 £*
Unrestricted funds				
Reserves	*154,118*	*485,762*	*(478,946)*	*160,934*

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	14,751	14,751
Current assets	179,887	179,887
Creditors due within one year	(34,725)	(34,725)
Total	159,913	159,913

17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	*Total funds 2021* £
Tangible fixed assets	*4,744*	*4,744*
Current assets	*186,947*	*186,947*
Creditors due within one year	*(30,757)*	*(30,757)*
Total	*160,934*	*160,934*

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	*2021* £
Net income/expenditure for the year (as per Statement of Financial Activities)	**(1,021)**	*6,816*
Adjustments for:		
Depreciation charges	**4,124**	*1,500*
Decrease/(increase) in debtors	**26,731**	*(57,742)*
Increase/(decrease) in creditors	**3,968**	*(1,772)*
Net cash provided by/(used in) operating activities	**33,802**	*(51,198)*

19. Analysis of cash and cash equivalents

	2022 £	*2021* £
Cash in hand	**103,643**	*83,972*
Total cash and cash equivalents	**103,643**	*83,972*

20. Analysis of changes in net debt

	At 1 August 2021	Cash flows	At 31 July 2022
	£	£	£
Cash at bank and in hand	83,972	19,671	103,643

21. Pension commitments

The union operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the union in an independently administered fund.

The total cost of the year of £8,208 (2021: £6,586) represents employer contributions to the scheme. At the year end, an amount of £Nil (2021: £Nil) was outstanding.

22. Operating lease commitments

At 31 July 2022 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022	*2021*
	£	£
Not later than 1 year	7,500	*7,500*

23. Related party transactions

The charitable company's governing parent body is the University of Chester. During the year the company received grants totalling £547,657 (2021: £465,223).

During the year the union paid rent to the University of Chester of £7,500 (2021: £6,875)

As at 31 July 2022 the amount due from the University of Chester was £Nil (2021: £1,189) and the balance owed to the University of Chester was £9,000 (2021: £9,112).

In addition to the above, as at 31 July 2022 accrued income due from the University of Chester was £52,146 (2021: £79,423).

CHESTER STUDENTS' UNION

England & Wales - Charity number 1149397

Accounts

Registered number: 07623621
Charity number: 1149397

Chester Students' Union

Trustees' Report and Financial Statements

For the Year Ended 31 July 2020

DAINS
ACCOUNTANTS

Chester Students' Union
(A Company Limited by Guarantee)

Contents

	Page
Reference and Administrative Details of the Company, its Trustees and Advisers	1
Trustees' Report	2 - 8
Independent Auditors' Report on the Financial Statements	9 - 11
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15 - 28

Chester Students' Union
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 July 2020

Trustees	R Winkler (resigned 20 September 2019) J Appleby (resigned 30 June 2020) N Hodson (resigned 20 September 2019) R Hall (resigned 30 June 2020) M Hooper (resigned 30 June 2020) E Lewis, President C Marsland (resigned 20 September 2019) A Spencer (resigned 20 September 2019) T Bond (appointed 1 January 2020, resigned 25 June 2020) N Dodd (appointed 2 January 2020) K Dar (appointed 2 January 2020) C Dignall (appointed 2 January 2020, resigned 30 June 2020) Y Ruane (appointed 2 January 2020, resigned 30 June 2020) H Doon (appointed 2 January 2020) V Pritchard (appointed 15 January 2020) D Forrester (appointed 1 July 2020) J Rankin (appointed 1 July 2020) L Singer (appointed 1 July 2020) J Sanderson (appointed 1 July 2020) C Roberts (appointed 1 July 2020) S Derbyshire (appointed 1 July 2020)
Company registered number	07623621
Charity registered number	1149397
Registered office	Chester Students' Union Parkgate Road Chester CH1 4BJ
Senior management team	J Whelan, CEO (resigned 20 December 2019) M Webber, CEO (appointed 6 January 2020)
Independent auditors	Dains LLP Statutory Auditor Chartered Accountants Suite 2, Albion House 2 Etruria Office Village Forge Lane Stoke on Trent Staffordshire ST1 5RQ

Trustees' Report
For the Year Ended 31 July 2020

The Trustees present their annual report together with the audited financial statements of the company for the year 1 August 2019 to 31 July 2020. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company'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) published in October 2019.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Chester Students' Union mission is to be constantly "Improving the Student Experience".

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)'.

Objectives and activities (continued)

b. Strategies for achieving objectives

Strategic Plan
The organisation is undertaking extensive strategic plan research around student lifestyle, needs and wants. This research will inform our longer term strategic direction. In the interim we have a one year operating plan setting out measurable targets that demonstrate how the organisation adds value to students' lives.

Representation
Chester Students' Union represents all 19,000 students at the University of Chester, representing their interests to the University, the local community and nationally via our work with the National Union of Students.

The Union represents the student body by attending various committee meetings. The President is a University Governor, sitting on the University Council. The President and Vice Presidents sit on the various university committees that enhance the academic rights of students and their student experience. We also represent individual students at meetings and panels for, academic integrity, complaints disciplinary and professional suitability issues. We encourage/empower students to represent themselves but offer support and advice during the entire process.

We have a Student Council which provides a forum for students across the University to listen to and share ideas to make a positive change to the University of Chester experience.

The Union administers and supports the Student Experience Reps who sit on staff student liaison meetings to collect and articulate student feedback at a course and module level.

Advice
The Union runs a professional and confidential advice service to cover matters that a student may encounter in either their academic or personal life. Where matters are beyond the expertise of the team students are referred to the appropriate University department or an external organisation.

We advise on academic integrity, appeals, mitigating circumstances, complaints, the University Disciplinary Procedure, the Professional Suitability Procedure, housing/accommodation issues, the financial assistance fund and Lucy Blackburn fund.

Campaigns
The Union carries out various campaigns during the year to engage with students, improve their awareness to their health, wellbeing and rights and to lobby for improvement in the services provided for students. Responding to the University being a multi-campus institution and as a Union, reflecting that in our own services we offer advice and campaign across all sites to allow as many students as possible feel the sense of belonging to the University and Union.

Societies
We fund and facilitate over 80 societies across the different sites. These range from faith and cultural groups, to general interest groups, performance groups, political and campaigning groups.

Events
The Union are committed to delivering a year round calendar of events for student to be entertained and engaged with.

Objectives and activities (continued)

c. Main activities undertaken to further the charity's purposes for the public benefit

The Union promotes the interests of the students by providing representation, advice and support as well as sporting, social and cultural activities. In addition, we provide opportunities for personal development.

We work closely with the University and the local community to resolve matters and to promote community cohesion. It also undertakes projects in conjunction with the local community to clean up the local area.

The officers sit on a University and Community Liaison committee.

Our input into University committees provides good governance and helps promote effective spending of the University's public and private funds.

Achievements and performance

a. Review of activities

CSU has undertaken an extensive review of activities focusing on the core purposes of any Students' Union. As a result it is focusing on providing independent advice and representation as well as a range of student led activities through societies and one-off events.

Over the past 12 months we were delighted to be shortlisted for the Educate North 'Students' Union of the Year' award and await the outcome with anticipation.

We also appointed a new Chief Executive Officer who working closely with officer, staff and trustee colleagues assessing our current performance, developed short term strategy and working closely with our members creating a longer term strategic plan that reflects the needs of University of Chester students.

We have committed additional resourcing to our student opportunities with a new post to run these activities. We also undertook an extensive review of our website, re-launching the site in summer 2020 with significantly improved functionality and a focus on ensuring our site was accessible to all students.

Achievements and performance (continued)

Representation and Campaigns
Our work on representation was extensive with a number of campaigns for the benefit of students. This included a 'Dear VC' campaign with over 1600 responses. This enabled Chester Students' Union to articulate the key issues for students to the University of Chester's new Vice-Chancellor and a tangible outcome of the key feedback was created and enacted.

In collaboration with colleagues in the University, we ran a 'Go Green Week' which included a clothing swap shop to encourage students to recycle. We contributed to a Green Impact University accolade and are focused on achieving the Students' Union accreditation for this over the next academic year.

During the General Elections in December 2019, we ran a hustings with all candidates for Chester attending.

For our Shrewsbury students we expanded our provision with a new Vice President role solely responsible for representing the needs of students at the University Centre Shrewsbury. This role has developed Welcome activities, events throughout the year and campaigns around activity such as LGBT History Month.

We ran our 3rd rebranded student led teaching award, now known as the 1839 Awards. For the first time we held the awards online generating a wider audience through being able to engage remotely.

Our work on academic representation system continues to grow with a range of training and dedicated support for our Student Experience Reps (SER's). We have also reviewed the number of reps ensuring a clearer ratio of reps to students across academic cohorts.

We ran a membership engagement survey tracking the views and perceptions of the Union from over 1000 students.

A campaign was undertaken on Personal Academic Tutors (PAT) to ascertain what worked well with the current system and where student feedback could enhance existing practices. We received 633 responses and have worked closely with the University in enacting recommendations based on student feedback.

Advice
Our advice service continues to see a similar number of cases to the previous year. These cases are primarily around appeals, academic integrity and housing. We have observed areas of advice overlapping more particularly around appeals, housing and complaint and professional suitability cases.

We reviewed our drop in times based on student footfall and need mid way through the academic year. The pandemic moved our advice to being remotely based after this point. We have found remote appointments to be incredibly effective with clients often more comfortable having a discussion remotely rather than in person. As a result we have launched virtual appointments and will be putting in place a live chat function with our advisers via our website.

Achievements and performance (continued)

Student Activities
We launched our free societies taking our number of groups to 80. This initiative was recognised in good sector practice in the National Union of Students (NUS) resources.

We held our 'Societies Showcase' in January 2020 which highlighted the excellent work of many of our groups. This was held at an external performing arts venue in Chester. We are committed to celebrating and championing the work of student led societies and this event set the tone for future work in this area.

We began a dedicated 'Give it a Go' programme in February 2020 with future events going online due to the global pandemic. Online events have been well received with a range of 'how to videos,' viewing parties and quizzes to bring people together at a time where many are vulnerable and experiencing limited social interaction.

We conducted a review of our approach to societies risk management during the 2019/20 academic year with an external consultant and this led to us creating a new management post to develop this area.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company 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.

b. Financial review

The detail of the 2019/20 financial performance is detailed later in this document. For the year ended 31 July 2020, the CSU net position was a net increase in funds of £62,775, which increased total funds to £154,118

Structure, governance and management

a. Constitution

The company is registered as a charitable company limited by guarantee and was set up by a Trust deed .

The company is constituted under a Trust deed and is a registered charity number 1149397.

The principal object of the company is "to enhance the student experience."

b. Methods of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co opted under the terms of the Trust deed.

Structure, governance and management (continued)

c. Related party relationships

The relationship between University of Chester and Chester Students' Union is established in the Regulations of the University and detailed in the Chester Students' Union's Articles approved by both organisations.

Chester Students' Union receives a block grant from the University of Chester and rents a building in Chester, plus part of a building at the Shrewsbury and Warrington Campus. The union continues to generate a surplus from media sales activity.

There is no reason to believe that this or equivalent support from the university will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the university to ensure the financial viability of its student representative body.

d. Risk management

The Trustee Board of the Students' Union has examined the major strategic, business and operational risks faced by the Chester Students' Union. A risk register has been established and will be updated at least annually. Risk is also reported and reviewed at a Board sub-committee. Where appropriate, systems or procedures will be established to mitigate the risks that Chester Students' Union faces. Budgetary and internal control risks have been minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety for staff, volunteers and participants of all activities organised by the union.

These procedures are periodically reviewed to ensure that they continue to meet the needs of the Students' Union.

Plans for future periods

a. Future developments

We are optimistic for the future development of Chester Students' Union. We have expanded our democracy and insight work prioritising our engagement with our members to be evidenced based. We have also placed significance on their ability and opportunity to make change and influence their Students' Union policy and democratic decision making processes. We have started this work with the reintroduction of our online 'Big Ideas' hub where any student can put forward an idea to enhance theirs and others student experience.

Our Advice service is committed to running virtual and online appointments including the development of a live chat function. Whilst we hope to eventually run in person appointments again, we see value to our members in continuing to offer a virtual, online service for the future.

The student opportunities offer is blended with us being one of the first virtual Freshers' Fairs of the new academic year. This has been supported by a significant review and investment in our website which has dedicated news channels for our sites at Shrewsbury and Warrington.

Overall we have set out a clear timescale for our approach to developing our longer term strategy. We remain committed to delivering excellent student opportunities and highly effective independent advice and representation. Our work over the next 12 months will be about building on these commitments ensuring students are heard, supported and able to make social connections.

Funds held as custodian

Societies Funds

Chester Students' Union acts as custodian for funds raised by the student societies themselves, amounting to £8,232 (2018: £13,550) at the year end, in addition to the grant support it disburses to them as shown in the accounts.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

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



E Lewis
President
Date: 7·10·2020

Independent Auditors' Report to the Members of Chester Students' Union

Opinion

We have audited the financial statements of Chester Students' Union (the 'charitable company') for the year ended 31 July 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 July 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Simon Hawkins (Senior Statutory Auditor)
for and on behalf of
Dains LLP

Statutory Auditor
Chartered Accountants

Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

Date: 7-10-20

Chester Students' Union
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2020

	Note	Unrestricted funds 2020 £	Total funds 2020 £	*Total funds 2019 £*
Income from:				
Donations and legacies	3	**463,080**	**463,080**	*445,983*
Charitable activities	4	**51,146**	**51,146**	*129,049*
Other trading activities	5	**-**	**-**	*724,331*
Investments	6	**94**	**94**	*412*
Total income		**514,320**	**514,320**	*1,299,775*
Expenditure on:				
Raising funds		**-**	**-**	*733,929*
Charitable activities	7	**451,545**	**451,545**	*682,580*
Total expenditure		**451,545**	**451,545**	*1,416,509*
Net movement in funds		**62,775**	**62,775**	*(116,734)*
Reconciliation of funds:				
Total funds brought forward		**91,343**	**91,343**	*208,077*
Net movement in funds		**62,775**	**62,775**	*(116,734)*
Total funds carried forward		**154,118**	**154,118**	*91,343*

The notes on pages 15 to 28 form part of these financial statements.

Chester Students' Union

(A Company Limited by Guarantee)
Registered number: 07623621

Balance Sheet
For the Year Ended 31 July 2020

	Note		2020 £		2019 £
Fixed assets					
Tangible assets	13		**3,486**		*4,803*
			3,486		*4,803*
Current assets					
Debtors	14	**45,233**		*100,625*	
Cash at bank and in hand		**137,928**		*37,985*	
		183,161		*138,610*	
Creditors: amounts falling due within one year	15	**(32,529)**		*(52,070)*	
Net current assets			**150,632**		*86,540*
Total net assets			**154,118**		*91,343*
Charity funds					
Restricted funds	17		**-**		*-*
Unrestricted funds	17		**154,118**		*91,343*
Total funds			**154,118**		*91,343*

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

E Lewis

Date: 7.10.2020

The notes on pages 15 to 28 form part of these financial statements.

Chester Students' Union
(A Company Limited by Guarantee)

Statement of Cash Flows
For the Year Ended 31 July 2020

	2020 £	*2019* *£*
Cash flows from operating activities		
Net cash used in operating activities	**100,726**	*(140,829)*
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	**-**	*15,308*
Purchase of tangible fixed assets	**(783)**	*(6,697)*
Net cash (used in)/provided by investing activities	**(783)**	**8,611**
Change in cash and cash equivalents in the year	**99,943**	**(132,218)**
Cash and cash equivalents at the beginning of the year	**37,985**	*170,203*
Cash and cash equivalents at the end of the year	**137,928**	*37,985*

The notes on pages 15 to 28 form part of these financial statements

1. Accounting policies

1.1 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) issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chester Students' Union 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are each and every student who has not opted out of membership and the officer Trustees of the Union. In the event of the company being wound up, the liability in respect of the guarantee is limited to one penny per member of the company.

1.3 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the forseeable future and therefore the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.4 Income

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

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1. Accounting policies (continued)

1.5 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out centrally. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review of impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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 bases:

Fixtures and fittings	- 20% on a straight line basis
Office equipment	- 20% on a straight line basis
Plant and machinery	- 20% on a straight line basis
Computer equipment	- 20% on a straight line basis

1. Accounting policies (continued)

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.8 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

1.9 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.

1.10 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.

1.11 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 company 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.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.12 Financial instruments

The company 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.

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1. Accounting policies (continued)

1.14 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3. Income from donations and legacies

	Unrestricted funds 2020 £	**Restricted funds 2020 £**	**Total funds 2020 £**
Donations	-	-	-
Grants	463,080	-	**463,080**
	463,080	-	**463,080**

	Unrestricted funds 2019 £	*Restricted funds 2019 £*	*Total funds 2019 £*
Donations	*271*	-	*271*
Grants	-	*445,712*	*445,712*
	271	*445,712*	*445,983*

4. Income from charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £
Sports & Societies	-	-
Advice & Representation	-	-
Sponsorship Income	15,750	**15,750**
Freshers Income	32,932	**32,932**
Sale of Assets	2,364	**2,364**
Membership Income	100	**100**
	51,146	**51,146**

	Restricted funds 2019 £	*Total funds 2019 £*
Sports & Societies	*128,162*	*128,162*
Advice & Representation	*887*	*887*
	129,049	*129,049*

5. Income from other trading activities

Income from fundraising events

	Total funds 2020 £
Fundraising Income	-

	Unrestricted funds 2019 £	*Total funds 2019 £*
Fundraising Income	*724,331*	*724,331*

6. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £
Bank interest received	94	**94**

	Unrestricted funds 2019 £	*Total funds 2019 £*
Bank interest received	*412*	*412*

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2020 £	Total funds 2020 £
Improvement of Student Experience	451,545	**451,545**

	Unrestricted funds 2019 £	*Restricted funds 2019 £*	*Total funds 2019 £*
Sports & Societies	*3,065*	*352,115*	*355,180*
Advice & Representation	*6,138*	*321,263*	*327,401*
	9,203	*673,378*	*682,581*

8. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Support costs 2020 £	Total funds 2020 £
Improvement of Student Experience	13,666	437,879	**451,545**

	Activities undertaken directly 2019 £	*Support costs 2019 £*	*Total funds 2019 £*
Sports & Societies	*133,528*	*221,651*	*355,179*
Advice & Representation	*327,401*	-	*327,401*
	460,929	*221,651*	*682,581*

Analysis of direct costs

	Total funds 2020 £	*Total funds 2019 £*
Staff costs	-	*234,771*
Depreciation	-	*41*
Purchases	-	*226,117*
Events & Campaigns	**9,396**	-
Student Advice	**371**	-
Student Activities	**3,898**	-
	13,666	*460,929*

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2020 £	*Total funds 2019 £*
Staff costs	**331,569**	*110,943*
Depreciation	**2,099**	*2,865*
Insurance	**10,746**	*1,150*
IT costs	**13,529**	*7,325*
Staff Training	**8,730**	*566*
Technology Costs	**498**	*2,361*
Legal & Professional Fees	**23,094**	*33,220*
Miscellaneous Expenditure	**43,613**	*57,721*
Governance Costs	**4,000**	*5,500*
	437,879	*221,651*

9. Turnover

The whole of the turnover is attributable to the principal activity of the charitable company.

All turnover arose within the United Kingdom.

10. Net income/(expenditure)

	2020 £	*2019* *£*
Depreciation of tangible fixed assets: - owned by the charity	**2,100**	*17,280*
Auditors' remuneration	**4,000**	*6,000*
Operating lease rentals	**15,000**	*15,000*
	21,100	*38,280*

11. Staff costs

	2020 £	*2019* *£*
Wages and salaries	**308,027**	*572,978*
Social security costs	**18,533**	*29,447*
Other pension costs	**5,009**	*6,009*
	331,569	*608,434*

The average number of persons employed by the company during the year was as follows:

	2020 No.	*2019* *No.*
Sabatical Officer Trustees	**4**	*4*
Managers	**5**	*5*
Staff	**6**	*55*
	15	*64*

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including pension contributions) received by key management personnel for their services to the charitable company are £174,162 (2019: £102,713).

Key management personnel comprise the CEO, management team and sabbatical officer trustees. Volunteer trustees are not remunerated for their work as trustees (see note 12 below).

12. Trustees' remuneration and expenses

The total remuneration costs for the sabbatical officer trustees amounted to £73,724 (2019: £58,551). These costs relate to remuneration received as sabbatical officers, rather than as trustees.

Total trustee expenses paid for the year ended 31 July 2020 were £455 (2019: £Nil).

During the year, no trustees received any benefit in kind (2019: £Nil).

During the year retirement benefits were accruing to 4 sabatical officer trustees (2019 - 4) in respect of defined contribution pension schemes.

13. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 August 2019	27,893	-	24,664	52,557
Additions	-	783	-	783
At 31 July 2020	27,893	783	24,664	53,340
Depreciation				
At 1 August 2019	27,893	-	19,862	47,755
Charge for the year	-	157	1,943	2,100
At 31 July 2020	27,893	157	21,805	49,855
Net book value				
At 31 July 2020	-	626	2,859	3,485
At 31 July 2019	-	-	*4,802*	*4,802*

14. Debtors

	2020 £	2019 £
Due within one year		
Trade debtors	**3,948**	*78,558*
Other debtors	**862**	*320*
Prepayments and accrued income	**40,423**	*21,747*
	45,233	*100,625*

15. Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	**10,992**	*11,202*
Other taxation and social security	**9,306**	*12,198*
Other creditors	**8,231**	*8,827*
Accruals	**4,000**	*19,843*
	32,529	*52,070*

16. Financial instruments

	2020 £	2019 £
Financial assets		
Financial assets measured at fair value through income and expenditure	**137,928**	*37,985*
Financial assets measured at amortised cost	**4,810**	*78,878*
	142,738	*116,863*

	2020 £	2019 £
Financial liabilities		
Financial liabilities measured at amortised cost	**32,529**	*42,867*

Financial assets measured at fair value through income and expenditure comprise cash and bank balances.

Financial assets measured at amortised cost comprise trade and other debtors.

Financial liabilities measured at amortised cost comprise trade and other creditors, other taxation and social security and accruals.

17. Statement of funds

Statement of funds - current year

	Balance at 1 August 2019 £	Income £	Expenditure £	Balance at 31 July 2020 £
Unrestricted funds				
General Funds	**91,343**	**514,320**	**(451,545)**	**154,118**

Statement of funds - prior year

	Balance at 1 August 2018 £	*Income £*	*Expenditure £*	*Transfers in/out £*	*Balance at 31 July 2019 £*
Unrestricted funds					
General Funds	*208,077*	*725,014*	*(743,132)*	*(98,616)*	*91,343*
Restricted funds					
Student services	-	*574,761*	*(673,377)*	*98,616*	-
Total of funds	*208,077*	*1,299,775*	*(1,416,509)*	-	*91,343*

The Student Services restricted funds are to be used for the improvement of the student experience for students of Chester University.

18. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	3,486	**3,486**
Current assets	183,161	**183,161**
Creditors due within one year	(32,529)	**(32,529)**
Total	154,118	**154,118**

18. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	*Total funds 2019 £*
Tangible fixed assets	4,802	*4,802*
Current assets	138,611	*138,611*
Creditors due within one year	(52,070)	*(52,070)*
Total	91,343	*91,343*

19. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	*2019 £*
Net income/expenditure for the period (as per Statement of Financial Activities)	**62,775**	*(116,734)*
Adjustments for:		
Depreciation charges	**2,100**	*17,280*
Loss/(profit) on the sale of fixed assets	**-**	*(3,483)*
Decrease in stocks	**-**	*34,081*
Decrease/(increase) in debtors	**55,392**	*(16,372)*
Decrease in creditors	**(19,541)**	*(55,601)*
Net cash provided by/(used in) operating activities	**100,726**	*(140,829)*

20. Analysis of cash and cash equivalents

	2020 £	*2019 £*
Cash in hand	**137,928**	*37,985*
Total cash and cash equivalents	**137,928**	*37,985*

21. Analysis of changes in net debt

	At 1 August 2019	Cash flows	At 31 July 2020
	£	£	£
Cash at bank and in hand	**37,985**	**99,943**	**137,928**
	37,985	**99,943**	**137,928**

22. Pension commitments

The union operates a defined pension contribution pension scheme for all qualifying employees. The assets of the scheme are held seperately from those of the union in an independently administered fund.

The total cost of the year of £5,009 (2019: £6,009) represents employer contributions to the scheme. At the year end, an amount of £Nil (2019: £Nil) was outstanding.

23. Operating lease commitments

At 31 July 2020 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2020	*2019*
	£	£
Not later than 1 year	**15,000**	*15,000*

24. Related party transactions

The charitable company's governing parent body is the University of Chester. During the year the company received grants totalling £463,080 (2019: £435,712).

During the year the union paid rent to the University of Chester of £7,500 (2019: £15,000)

As at 31 July 2020 the amount due from the University of Chester was £175 (2019: £73,385) and the balance owed to the University of Chester was £10,135 (2019: £5,718).

In addition to the above, as at 31 July 2020 accrued income due from the University of Chester was £27,080 (2019: £18,000).

CHESTER STUDENTS' UNION

England & Wales - Charity number 1149397

Accounts

Registered number: 07623621
Charity number: 1149397

Chester Students' Union

Trustees' Report and Financial Statements

For the Year Ended 31 July 2020

DAINS
ACCOUNTANTS

Chester Students' Union
(A Company Limited by Guarantee)

Contents

	Page
Reference and Administrative Details of the Company, its Trustees and Advisers	1
Trustees' Report	2 - 8
Independent Auditors' Report on the Financial Statements	9 - 11
Statement of Financial Activities	12
Balance Sheet	13
Statement of Cash Flows	14
Notes to the Financial Statements	15 - 28

Chester Students' Union
(A Company Limited by Guarantee)

Reference and Administrative Details of the Company, its Trustees and Advisers
For the Year Ended 31 July 2020

Trustees	R Winkler (resigned 20 September 2019) J Appleby (resigned 30 June 2020) N Hodson (resigned 20 September 2019) R Hall (resigned 30 June 2020) M Hooper (resigned 30 June 2020) E Lewis, President C Marsland (resigned 20 September 2019) A Spencer (resigned 20 September 2019) T Bond (appointed 1 January 2020, resigned 25 June 2020) N Dodd (appointed 2 January 2020) K Dar (appointed 2 January 2020) C Dignall (appointed 2 January 2020, resigned 30 June 2020) Y Ruane (appointed 2 January 2020, resigned 30 June 2020) H Doon (appointed 2 January 2020) V Pritchard (appointed 15 January 2020) D Forrester (appointed 1 July 2020) J Rankin (appointed 1 July 2020) L Singer (appointed 1 July 2020) J Sanderson (appointed 1 July 2020) C Roberts (appointed 1 July 2020) S Derbyshire (appointed 1 July 2020)
Company registered number	07623621
Charity registered number	1149397
Registered office	Chester Students' Union Parkgate Road Chester CH1 4BJ
Senior management team	J Whelan, CEO (resigned 20 December 2019) M Webber, CEO (appointed 6 January 2020)
Independent auditors	Dains LLP Statutory Auditor Chartered Accountants Suite 2, Albion House 2 Etruria Office Village Forge Lane Stoke on Trent Staffordshire ST1 5RQ

Trustees' Report
For the Year Ended 31 July 2020

The Trustees present their annual report together with the audited financial statements of the company for the year 1 August 2019 to 31 July 2020. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company'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) published in October 2019.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

Chester Students' Union mission is to be constantly "Improving the Student Experience".

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)'.

Objectives and activities (continued)

b. Strategies for achieving objectives

Strategic Plan
The organisation is undertaking extensive strategic plan research around student lifestyle, needs and wants. This research will inform our longer term strategic direction. In the interim we have a one year operating plan setting out measurable targets that demonstrate how the organisation adds value to students' lives.

Representation
Chester Students' Union represents all 19,000 students at the University of Chester, representing their interests to the University, the local community and nationally via our work with the National Union of Students.

The Union represents the student body by attending various committee meetings. The President is a University Governor, sitting on the University Council. The President and Vice Presidents sit on the various university committees that enhance the academic rights of students and their student experience. We also represent individual students at meetings and panels for, academic integrity, complaints disciplinary and professional suitability issues. We encourage/empower students to represent themselves but offer support and advice during the entire process.

We have a Student Council which provides a forum for students across the University to listen to and share ideas to make a positive change to the University of Chester experience.

The Union administers and supports the Student Experience Reps who sit on staff student liaison meetings to collect and articulate student feedback at a course and module level.

Advice
The Union runs a professional and confidential advice service to cover matters that a student may encounter in either their academic or personal life. Where matters are beyond the expertise of the team students are referred to the appropriate University department or an external organisation.

We advise on academic integrity, appeals, mitigating circumstances, complaints, the University Disciplinary Procedure, the Professional Suitability Procedure, housing/accommodation issues, the financial assistance fund and Lucy Blackburn fund.

Campaigns
The Union carries out various campaigns during the year to engage with students, improve their awareness to their health, wellbeing and rights and to lobby for improvement in the services provided for students. Responding to the University being a multi-campus institution and as a Union, reflecting that in our own services we offer advice and campaign across all sites to allow as many students as possible feel the sense of belonging to the University and Union.

Societies
We fund and facilitate over 80 societies across the different sites. These range from faith and cultural groups, to general interest groups, performance groups, political and campaigning groups.

Events
The Union are committed to delivering a year round calendar of events for student to be entertained and engaged with.

Objectives and activities (continued)

c. Main activities undertaken to further the charity's purposes for the public benefit

The Union promotes the interests of the students by providing representation, advice and support as well as sporting, social and cultural activities. In addition, we provide opportunities for personal development.

We work closely with the University and the local community to resolve matters and to promote community cohesion. It also undertakes projects in conjunction with the local community to clean up the local area.

The officers sit on a University and Community Liaison committee.

Our input into University committees provides good governance and helps promote effective spending of the University's public and private funds.

Achievements and performance

a. Review of activities

CSU has undertaken an extensive review of activities focusing on the core purposes of any Students' Union. As a result it is focusing on providing independent advice and representation as well as a range of student led activities through societies and one-off events.

Over the past 12 months we were delighted to be shortlisted for the Educate North 'Students' Union of the Year' award and await the outcome with anticipation.

We also appointed a new Chief Executive Officer who working closely with officer, staff and trustee colleagues assessing our current performance, developed short term strategy and working closely with our members creating a longer term strategic plan that reflects the needs of University of Chester students.

We have committed additional resourcing to our student opportunities with a new post to run these activities. We also undertook an extensive review of our website, re-launching the site in summer 2020 with significantly improved functionality and a focus on ensuring our site was accessible to all students.

Achievements and performance (continued)

Representation and Campaigns
Our work on representation was extensive with a number of campaigns for the benefit of students. This included a 'Dear VC' campaign with over 1600 responses. This enabled Chester Students' Union to articulate the key issues for students to the University of Chester's new Vice-Chancellor and a tangible outcome of the key feedback was created and enacted.

In collaboration with colleagues in the University, we ran a 'Go Green Week' which included a clothing swap shop to encourage students to recycle. We contributed to a Green Impact University accolade and are focused on achieving the Students' Union accreditation for this over the next academic year.

During the General Elections in December 2019, we ran a hustings with all candidates for Chester attending.

For our Shrewsbury students we expanded our provision with a new Vice President role solely responsible for representing the needs of students at the University Centre Shrewsbury. This role has developed Welcome activities, events throughout the year and campaigns around activity such as LGBT History Month.

We ran our 3rd rebranded student led teaching award, now known as the 1839 Awards. For the first time we held the awards online generating a wider audience through being able to engage remotely.

Our work on academic representation system continues to grow with a range of training and dedicated support for our Student Experience Reps (SER's). We have also reviewed the number of reps ensuring a clearer ratio of reps to students across academic cohorts.

We ran a membership engagement survey tracking the views and perceptions of the Union from over 1000 students.

A campaign was undertaken on Personal Academic Tutors (PAT) to ascertain what worked well with the current system and where student feedback could enhance existing practices. We received 633 responses and have worked closely with the University in enacting recommendations based on student feedback.

Advice
Our advice service continues to see a similar number of cases to the previous year. These cases are primarily around appeals, academic integrity and housing. We have observed areas of advice overlapping more particularly around appeals, housing and complaint and professional suitability cases.

We reviewed our drop in times based on student footfall and need mid way through the academic year. The pandemic moved our advice to being remotely based after this point. We have found remote appointments to be incredibly effective with clients often more comfortable having a discussion remotely rather than in person. As a result we have launched virtual appointments and will be putting in place a live chat function with our advisers via our website.

Achievements and performance (continued)

Student Activities
We launched our free societies taking our number of groups to 80. This initiative was recognised in good sector practice in the National Union of Students (NUS) resources.

We held our 'Societies Showcase' in January 2020 which highlighted the excellent work of many of our groups. This was held at an external performing arts venue in Chester. We are committed to celebrating and championing the work of student led societies and this event set the tone for future work in this area.

We began a dedicated 'Give it a Go' programme in February 2020 with future events going online due to the global pandemic. Online events have been well received with a range of 'how to videos,' viewing parties and quizzes to bring people together at a time where many are vulnerable and experiencing limited social interaction.

We conducted a review of our approach to societies risk management during the 2019/20 academic year with an external consultant and this led to us creating a new management post to develop this area.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company 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.

b. Financial review

The detail of the 2019/20 financial performance is detailed later in this document. For the year ended 31 July 2020, the CSU net position was a net increase in funds of £62,775, which increased total funds to £154,118

Structure, governance and management

a. Constitution

The company is registered as a charitable company limited by guarantee and was set up by a Trust deed .

The company is constituted under a Trust deed and is a registered charity number 1149397.

The principal object of the company is "to enhance the student experience."

b. Methods of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co opted under the terms of the Trust deed.

Structure, governance and management (continued)

c. Related party relationships

The relationship between University of Chester and Chester Students' Union is established in the Regulations of the University and detailed in the Chester Students' Union's Articles approved by both organisations.

Chester Students' Union receives a block grant from the University of Chester and rents a building in Chester, plus part of a building at the Shrewsbury and Warrington Campus. The union continues to generate a surplus from media sales activity.

There is no reason to believe that this or equivalent support from the university will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the university to ensure the financial viability of its student representative body.

d. Risk management

The Trustee Board of the Students' Union has examined the major strategic, business and operational risks faced by the Chester Students' Union. A risk register has been established and will be updated at least annually. Risk is also reported and reviewed at a Board sub-committee. Where appropriate, systems or procedures will be established to mitigate the risks that Chester Students' Union faces. Budgetary and internal control risks have been minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety for staff, volunteers and participants of all activities organised by the union.

These procedures are periodically reviewed to ensure that they continue to meet the needs of the Students' Union.

Plans for future periods

a. Future developments

We are optimistic for the future development of Chester Students' Union. We have expanded our democracy and insight work prioritising our engagement with our members to be evidenced based. We have also placed significance on their ability and opportunity to make change and influence their Students' Union policy and democratic decision making processes. We have started this work with the reintroduction of our online 'Big Ideas' hub where any student can put forward an idea to enhance theirs and others student experience.

Our Advice service is committed to running virtual and online appointments including the development of a live chat function. Whilst we hope to eventually run in person appointments again, we see value to our members in continuing to offer a virtual, online service for the future.

The student opportunities offer is blended with us being one of the first virtual Freshers' Fairs of the new academic year. This has been supported by a significant review and investment in our website which has dedicated news channels for our sites at Shrewsbury and Warrington.

Overall we have set out a clear timescale for our approach to developing our longer term strategy. We remain committed to delivering excellent student opportunities and highly effective independent advice and representation. Our work over the next 12 months will be about building on these commitments ensuring students are heard, supported and able to make social connections.

Funds held as custodian

Societies Funds

Chester Students' Union acts as custodian for funds raised by the student societies themselves, amounting to £8,232 (2018: £13,550) at the year end, in addition to the grant support it disburses to them as shown in the accounts.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

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



E Lewis
President
Date: 7·10·2020

Independent Auditors' Report to the Members of Chester Students' Union

Opinion

We have audited the financial statements of Chester Students' Union (the 'charitable company') for the year ended 31 July 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 July 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Auditors' Report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Simon Hawkins (Senior Statutory Auditor)
for and on behalf of
Dains LLP

Statutory Auditor
Chartered Accountants

Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

Date: 7-10-20

Chester Students' Union
(A Company Limited by Guarantee)

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2020

	Note	Unrestricted funds 2020 £	Total funds 2020 £	*Total funds 2019 £*
Income from:				
Donations and legacies	3	**463,080**	**463,080**	*445,983*
Charitable activities	4	**51,146**	**51,146**	*129,049*
Other trading activities	5	**-**	**-**	*724,331*
Investments	6	**94**	**94**	*412*
Total income		**514,320**	**514,320**	*1,299,775*
Expenditure on:				
Raising funds		**-**	**-**	*733,929*
Charitable activities	7	**451,545**	**451,545**	*682,580*
Total expenditure		**451,545**	**451,545**	*1,416,509*
Net movement in funds		**62,775**	**62,775**	*(116,734)*
Reconciliation of funds:				
Total funds brought forward		**91,343**	**91,343**	*208,077*
Net movement in funds		**62,775**	**62,775**	*(116,734)*
Total funds carried forward		**154,118**	**154,118**	*91,343*

The notes on pages 15 to 28 form part of these financial statements.

Chester Students' Union

(A Company Limited by Guarantee)
Registered number: 07623621

Balance Sheet
For the Year Ended 31 July 2020

	Note		2020 £		2019 £
Fixed assets					
Tangible assets	13		**3,486**		*4,803*
			3,486		*4,803*
Current assets					
Debtors	14	**45,233**		*100,625*	
Cash at bank and in hand		**137,928**		*37,985*	
		183,161		*138,610*	
Creditors: amounts falling due within one year	15	**(32,529)**		*(52,070)*	
Net current assets			**150,632**		*86,540*
Total net assets			**154,118**		*91,343*
Charity funds					
Restricted funds	17		**-**		*-*
Unrestricted funds	17		**154,118**		*91,343*
Total funds			**154,118**		*91,343*

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

E Lewis

Date: 7.10.2020

The notes on pages 15 to 28 form part of these financial statements.

Chester Students' Union
(A Company Limited by Guarantee)

Statement of Cash Flows
For the Year Ended 31 July 2020

	2020 £	*2019* *£*
Cash flows from operating activities		
Net cash used in operating activities	**100,726**	*(140,829)*
Cash flows from investing activities		
Proceeds from the sale of tangible fixed assets	**-**	*15,308*
Purchase of tangible fixed assets	**(783)**	*(6,697)*
Net cash (used in)/provided by investing activities	**(783)**	**8,611**
Change in cash and cash equivalents in the year	**99,943**	**(132,218)**
Cash and cash equivalents at the beginning of the year	**37,985**	*170,203*
Cash and cash equivalents at the end of the year	**137,928**	*37,985*

The notes on pages 15 to 28 form part of these financial statements

1. Accounting policies

1.1 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) issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chester Students' Union 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.

1.2 Company status

The company is a company limited by guarantee. The members of the company are each and every student who has not opted out of membership and the officer Trustees of the Union. In the event of the company being wound up, the liability in respect of the guarantee is limited to one penny per member of the company.

1.3 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the forseeable future and therefore the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.4 Income

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

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1. Accounting policies (continued)

1.5 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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out centrally. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

1.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

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. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review of impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

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 bases:

Fixtures and fittings	- 20% on a straight line basis
Office equipment	- 20% on a straight line basis
Plant and machinery	- 20% on a straight line basis
Computer equipment	- 20% on a straight line basis

1. Accounting policies (continued)

1.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

1.8 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

1.9 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.

1.10 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.

1.11 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 company 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.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

1.12 Financial instruments

The company 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.

1.13 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

1. Accounting policies (continued)

1.14 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 company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3. Income from donations and legacies

	Unrestricted funds 2020 £	**Restricted funds 2020 £**	**Total funds 2020 £**
Donations	-	-	-
Grants	463,080	-	**463,080**
	463,080	-	**463,080**

	Unrestricted funds 2019 £	*Restricted funds 2019 £*	*Total funds 2019 £*
Donations	*271*	-	*271*
Grants	-	*445,712*	*445,712*
	271	*445,712*	*445,983*

4. Income from charitable activities

	Unrestricted funds 2020 £	Total funds 2020 £
Sports & Societies	-	-
Advice & Representation	-	-
Sponsorship Income	15,750	**15,750**
Freshers Income	32,932	**32,932**
Sale of Assets	2,364	**2,364**
Membership Income	100	**100**
	51,146	**51,146**

	Restricted funds 2019 £	*Total funds 2019 £*
Sports & Societies	*128,162*	*128,162*
Advice & Representation	*887*	*887*
	129,049	*129,049*

5. Income from other trading activities

Income from fundraising events

	Total funds 2020 £
Fundraising Income	-

	Unrestricted funds 2019 £	*Total funds 2019 £*
Fundraising Income	*724,331*	*724,331*

6. Investment income

	Unrestricted funds 2020 £	Total funds 2020 £
Bank interest received	94	**94**

	Unrestricted funds 2019 £	*Total funds 2019 £*
Bank interest received	*412*	*412*

7. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2020 £	Total funds 2020 £
Improvement of Student Experience	451,545	**451,545**

	Unrestricted funds 2019 £	*Restricted funds 2019 £*	*Total funds 2019 £*
Sports & Societies	*3,065*	*352,115*	*355,180*
Advice & Representation	*6,138*	*321,263*	*327,401*
	9,203	*673,378*	*682,581*

8. Analysis of expenditure by activities

	Activities undertaken directly 2020 £	Support costs 2020 £	Total funds 2020 £
Improvement of Student Experience	13,666	437,879	**451,545**

	Activities undertaken directly 2019 £	*Support costs 2019 £*	*Total funds 2019 £*
Sports & Societies	*133,528*	*221,651*	*355,179*
Advice & Representation	*327,401*	-	*327,401*
	460,929	*221,651*	*682,581*

Analysis of direct costs

	Total funds 2020 £	*Total funds 2019 £*
Staff costs	-	*234,771*
Depreciation	-	*41*
Purchases	-	*226,117*
Events & Campaigns	**9,396**	-
Student Advice	**371**	-
Student Activities	**3,898**	-
	13,666	*460,929*

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2020 £	*Total funds 2019 £*
Staff costs	**331,569**	*110,943*
Depreciation	**2,099**	*2,865*
Insurance	**10,746**	*1,150*
IT costs	**13,529**	*7,325*
Staff Training	**8,730**	*566*
Technology Costs	**498**	*2,361*
Legal & Professional Fees	**23,094**	*33,220*
Miscellaneous Expenditure	**43,613**	*57,721*
Governance Costs	**4,000**	*5,500*
	437,879	*221,651*

9. Turnover

The whole of the turnover is attributable to the principal activity of the charitable company.

All turnover arose within the United Kingdom.

10. Net income/(expenditure)

	2020 £	*2019* *£*
Depreciation of tangible fixed assets: - owned by the charity	**2,100**	*17,280*
Auditors' remuneration	**4,000**	*6,000*
Operating lease rentals	**15,000**	*15,000*
	21,100	*38,280*

11. Staff costs

	2020 £	*2019* *£*
Wages and salaries	**308,027**	*572,978*
Social security costs	**18,533**	*29,447*
Other pension costs	**5,009**	*6,009*
	331,569	*608,434*

The average number of persons employed by the company during the year was as follows:

	2020 No.	*2019* *No.*
Sabatical Officer Trustees	**4**	*4*
Managers	**5**	*5*
Staff	**6**	*55*
	15	*64*

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including pension contributions) received by key management personnel for their services to the charitable company are £174,162 (2019: £102,713).

Key management personnel comprise the CEO, management team and sabbatical officer trustees. Volunteer trustees are not remunerated for their work as trustees (see note 12 below).

12. Trustees' remuneration and expenses

The total remuneration costs for the sabbatical officer trustees amounted to £73,724 (2019: £58,551). These costs relate to remuneration received as sabbatical officers, rather than as trustees.

Total trustee expenses paid for the year ended 31 July 2020 were £455 (2019: £Nil).

During the year, no trustees received any benefit in kind (2019: £Nil).

During the year retirement benefits were accruing to 4 sabatical officer trustees (2019 - 4) in respect of defined contribution pension schemes.

13. Tangible fixed assets

	Fixtures and fittings £	Office equipment £	Computer equipment £	Total £
Cost or valuation				
At 1 August 2019	27,893	-	24,664	52,557
Additions	-	783	-	783
At 31 July 2020	27,893	783	24,664	53,340
Depreciation				
At 1 August 2019	27,893	-	19,862	47,755
Charge for the year	-	157	1,943	2,100
At 31 July 2020	27,893	157	21,805	49,855
Net book value				
At 31 July 2020	-	626	2,859	3,485
At 31 July 2019	-	-	*4,802*	*4,802*

14. Debtors

	2020 £	2019 £
Due within one year		
Trade debtors	**3,948**	*78,558*
Other debtors	**862**	*320*
Prepayments and accrued income	**40,423**	*21,747*
	45,233	*100,625*

15. Creditors: Amounts falling due within one year

	2020 £	2019 £
Trade creditors	**10,992**	*11,202*
Other taxation and social security	**9,306**	*12,198*
Other creditors	**8,231**	*8,827*
Accruals	**4,000**	*19,843*
	32,529	*52,070*

16. Financial instruments

	2020 £	2019 £
Financial assets		
Financial assets measured at fair value through income and expenditure	**137,928**	*37,985*
Financial assets measured at amortised cost	**4,810**	*78,878*
	142,738	*116,863*

	2020 £	2019 £
Financial liabilities		
Financial liabilities measured at amortised cost	**32,529**	*42,867*

Financial assets measured at fair value through income and expenditure comprise cash and bank balances.

Financial assets measured at amortised cost comprise trade and other debtors.

Financial liabilities measured at amortised cost comprise trade and other creditors, other taxation and social security and accruals.

17. Statement of funds

Statement of funds - current year

	Balance at 1 August 2019 £	Income £	Expenditure £	Balance at 31 July 2020 £
Unrestricted funds				
General Funds	**91,343**	**514,320**	**(451,545)**	**154,118**

Statement of funds - prior year

	Balance at 1 August 2018 £	*Income £*	*Expenditure £*	*Transfers in/out £*	*Balance at 31 July 2019 £*
Unrestricted funds					
General Funds	*208,077*	*725,014*	*(743,132)*	*(98,616)*	*91,343*
Restricted funds					
Student services	-	*574,761*	*(673,377)*	*98,616*	-
Total of funds	*208,077*	*1,299,775*	*(1,416,509)*	-	*91,343*

The Student Services restricted funds are to be used for the improvement of the student experience for students of Chester University.

18. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	3,486	**3,486**
Current assets	183,161	**183,161**
Creditors due within one year	(32,529)	**(32,529)**
Total	154,118	**154,118**

18. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	Unrestricted funds 2019 £	*Total funds 2019 £*
Tangible fixed assets	4,802	*4,802*
Current assets	138,611	*138,611*
Creditors due within one year	(52,070)	*(52,070)*
Total	91,343	*91,343*

19. Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	*2019 £*
Net income/expenditure for the period (as per Statement of Financial Activities)	**62,775**	*(116,734)*
Adjustments for:		
Depreciation charges	**2,100**	*17,280*
Loss/(profit) on the sale of fixed assets	**-**	*(3,483)*
Decrease in stocks	**-**	*34,081*
Decrease/(increase) in debtors	**55,392**	*(16,372)*
Decrease in creditors	**(19,541)**	*(55,601)*
Net cash provided by/(used in) operating activities	**100,726**	*(140,829)*

20. Analysis of cash and cash equivalents

	2020 £	*2019 £*
Cash in hand	**137,928**	*37,985*
Total cash and cash equivalents	**137,928**	*37,985*

21. Analysis of changes in net debt

	At 1 August 2019	Cash flows	At 31 July 2020
	£	£	£
Cash at bank and in hand	**37,985**	**99,943**	**137,928**
	37,985	**99,943**	**137,928**

22. Pension commitments

The union operates a defined pension contribution pension scheme for all qualifying employees. The assets of the scheme are held seperately from those of the union in an independently administered fund.

The total cost of the year of £5,009 (2019: £6,009) represents employer contributions to the scheme. At the year end, an amount of £Nil (2019: £Nil) was outstanding.

23. Operating lease commitments

At 31 July 2020 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2020	*2019*
	£	£
Not later than 1 year	**15,000**	*15,000*

24. Related party transactions

The charitable company's governing parent body is the University of Chester. During the year the company received grants totalling £463,080 (2019: £435,712).

During the year the union paid rent to the University of Chester of £7,500 (2019: £15,000)

As at 31 July 2020 the amount due from the University of Chester was £175 (2019: £73,385) and the balance owed to the University of Chester was £10,135 (2019: £5,718).

In addition to the above, as at 31 July 2020 accrued income due from the University of Chester was £27,080 (2019: £18,000).