



## Trustees' Annual Report for the period

		Period start date			Period end date		
		Day	Month	Year	Day	Month	Year
		1	09	2022	31	08	2023
<b>From</b>					<b>To</b>		

### Section A Reference and administration details

<b>Charity name</b>	Ustinov College Graduate Common Room		
<b>Other names charity is known by</b>	Ustinov GCR		
<b>Registered charity number (if any)</b>	1164865		
<b>Charity's principal address</b>	Ustinov GCR, Ustinov College, Sheraton House, Sheraton Park, Durham <b>Postcode</b> DH1 4FL		

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Anthony Jones	GCR President		Student Body
2	Ammar Alahmadi	GCR Treasurer	From October 2023	Student Body
3	Jamie Hunter	GCR Vice-President	From July 2023	Student Body
4	Cory Winter	GCR Welfare Officer	From October 2023	Student Body
5	Adam Fletcher	Student Trustee		Student Body
6	Katherine Schofield	Student Trustee		Student Body
7	Thom Addinall-Biddulph	Chair of Trustees		Appointments Committee
8	Ian MacDonald	External Trustee	From July 2023	Appointments Committee
9	Rachel Barclay	External Trustee	From July 2023	Appointments Committee
10	Ray Mumford	External Trustee		Appointments Committee
11	Evangelos Vagenas-Nanos	Alumni Trustee	From July 2023	Appointments Committee
12	Nicholas Cresswell	Alunmi Trustee	Until November 2023	Appointments Committee
13				
14				
15				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

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### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Accountant	Bryan Howarth	Design Works, William Street, Felling, Tyne and Wear, NE10 0JP

### Name of chief executive or names of senior staff members (Optional information)

Anthony (GCR President)

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution and Standing Orders
How the charity is constituted (eg. trust, association, company)	Unincorporated Association
Trustee selection methods (eg. appointed by, elected by)	Student Trustees and the GCR officers are elected at the Annual General Meeting at the beginning of summer by the wider membership in an election process. The alumni and external trustees are both appointed by a simple majority vote of the Appointments Committee provided that the appointment of each Alumni Trustee is ratified by a two-thirds majority vote of a general meeting.

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The current trustee board comprises five officer roles (President, Vice President, Chair, Welfare Officer, and Treasurer). Along with being members of the Trustee board, these officers also sit on the executive committee and head the general GCR committee, which governs the day-to-day activities of the GCR.

The Trustee board also has space for up to three alumni trustees, of which two positions are filled. There is space for up to three external trustees, of which we currently have three. The Trustee board also has space for two student trustees, of which two positions are filled.

The trustee board meets as needed or at least once per term. The trustee board also meets before the AGM of the GCR each year to approve the accounts before they are presented to the GCR body and ratified by a two-thirds majority. Trustees were recruited based on their knowledge and experience with Ustinov and/or Durham University.

The Trustee Board's main objective is to ensure compliance with standing orders and the constitution. Both documents prioritise welfare support and enhance the overall student experience at Ustinov College.

During the last year, Thom Addinall-Biddulph, external trustee, acted as the Chair of the Trustee Board.

**Summary of the objects of the charity set out in its governing document**

The GCR's objectives are outlined as followed by the constitution:

"3. The GCR's objects are the advancement of the education of Students at Ustinov College for the public benefit by:

3.1 promoting the interests and welfare of Students at Ustinov College during their course of study and representing, supporting and advising Students;

3.2 being the recognised representative channel between Students and Ustinov College and any other external bodies, including the DSU and Team Durham;

3.3 providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its Students;

3.4 promoting intercultural understanding among Students, informed by the College motto *Diversitate Valemus*;

and 3.5 promoting ecological awareness among Students, and encouraging sustainable and environmentally-friendly behaviour, with the aim of improving the environment in which Students live, both locally and globally."

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The GCR has been an inclusive hub of support and enrichment for postgraduate students, fostering fulfilling experiences throughout the academic journey. Among our most important activities are:

**Welfare Campaigns:** The GCR has consistently championed the well-being of postgraduate students through targeted welfare campaigns.

**Social Engagement:** Our GCR has orchestrated various engaging and inclusive social events, creating opportunities for meaningful interactions among postgraduate students. From themed parties to our weekly pub quiz, these events are aimed to foster connections and forge lasting friendships with the students.

**Cultural Enrichment:** The GCR has facilitated enriching cultural experiences through events and external excursions. These endeavours have allowed postgraduate students to explore local landmarks, historical sites, and diverse cultural offerings.

**Supportive Community:** The GCR has created a welcoming and inclusive community beyond academic pursuits. By organising support groups and informal gatherings, postgraduate students have found a network that encourages personal development, shared learning, and mutual encouragement.

**Advocacy and Representation:** The GCR has actively advocated for the needs and concerns of postgraduate students, acting as a voice to ensure their perspectives are heard and their interests are addressed within the broader university context.

In summary, the GCR's initiatives encompass comprehensive activities to support postgraduate students' well-being, social connections, cultural enrichment, and professional growth. By fostering a supportive and inclusive environment and facilitating diverse experiences, the GCR plays a vital role in enhancing the overall student experience.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

In August/September 2023, we invested in the social space in the college, renamed 'The Paddle' as part of our activities to invest in the best facilities for our members and college more widely – these furnishing improvements have been retained on our asset list.

Section D

Achievements and performance

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

This past year the GCR continued to commit to delivering events for our community. Redevelopment of the common room was undertaken in September 2023, project managed by the President. The revamp signalled a renewal and commitment to delivering a first-class environment and experience for all Ustinovians. Other significant milestones across various domains included:

**Exceptional Postgraduate Engagement:** Our charity has successfully cultivated a vibrant and engaged postgraduate community, fostering intellectual and social interaction among scholars from diverse backgrounds and nationalities (Ustinov College is the largest and most diverse from Durham University). Our events, discussions, and collaborative initiatives have led to a thriving network that has been praised by both students and staff.

**Biggest GCR membership:** With well over 200 students now members (as of March 2024), this year has been one of impactful and sustained work across many areas. The most important area is community. We continue to work hard as volunteers to bring together everyone studying at Ustinov.

**Cultural Enrichment:** The GCR organized external trips to notable destinations. These excursions provided opportunities for cultural exploration, learning, and fostering bonds among students.

**Events:** We are holding more events than ever and the Halloween Party, Summer Ball and Ustinov Day remain highlights, bringing together a record number of our students.

**Continued support for Clubs and Societies:** We are proud to be home to a wide range of clubs and societies, both sporting and personal interests. The GCR's commitment to teamwork and dedication paid off again as we secured the first-place position in the Premiership Volleyball League.

**Formal dinners:** We are hosting formals at various colleges around the University again. We hosted the first ever Cathedral formal in January 2024 – a first in Durham and a fantastic evening was had by all our members who attended.

**Impactful Welfare Campaigns:** Our welfare team, led by our welfare officer, has continued to run events centred on wellness and wellbeing. We have a weekly tea and biscuits event that provides a space for students to talk in a supportive environment.

In summary, the GCR's achievements continue to reflect a deep commitment to fostering a dynamic and inclusive community, promoting excellence in sports and academics, and actively contributing to positive change through impactful initiatives and events. We remain dedicated to furthering our mission and creating a lasting impact for years to come.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity's reserves are maintained such that any complication with the GCR's relationship with the university would not result in a deficit in the GCR's accounts. This effectively results in a reserve of £70,000, assuming that any dispute would be quickly resolved. Similarly, this would allow the GCR to continue functioning were our income to substantially change within the period of one year. Reserves stand at £70,000, which is currently the required amount.

### Details of any funds materially in deficit

Not applicable.

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

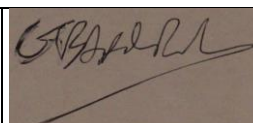
## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.  
Signed on behalf of the charity's trustees

Signature(s)

 JONES



Full name(s)

Anthony David Jones

Thom Addinall-Biddulph

Position (eg Secretary, Chair, etc)

President

Chair of Trustees

Date

24<sup>th</sup> April 2024



CHARITY COMMISSION  
FOR ENGLAND AND WALES

USTINOV COLLEGE GRADUATE COMMON ROOM

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
1/9/2022

To

Period end date  
31/7/2023

### Section A Receipts and payments

	Unrestricted to the nearest £	Restricted to the nearest £	Endowment to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
UNIVERSITY GRANT	12,885	-	-	12,885	14,220
INTEREST EARNED	-	-	-	-	-
GCR LEVIES	-	11,505	-	11,505	14,362
RECEIPTS FROM ACTIVITIES	-	8,634	-	8,634	17,309
TRANSITIONAL FUND	-	-	-	-	-
OTHER INCOME	-	-	-	-	435
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>12,885</b>	<b>20,139</b>	<b>-</b>	<b>33,024</b>	<b>46,326</b>
<b>A2 Asset and investment sales,</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>12,885</b>	<b>20,139</b>	<b>-</b>	<b>33,024</b>	<b>46,326</b>
<b>A3 Payments</b>					
CLUBS AND SOCIETIES	3,402	-	-	3,402	904
COMMON ROOM	17,754	-	-	17,754	2,563
ADMIN AND WELFARE	1,029	-	-	1,029	-
TV AND RADIO	-	-	-	-	-
LICENSING AND INSURANCE	2,389	-	-	2,389	2,175
ACTIVITIES	-	37,420	-	37,420	-
MERCHANDISE	-	-	-	-	23,682
TRAVEL COSTS	-	-	-	-	-
ACCOUNTANCY	-	-	-	-	-
DONATIONS	-	-	-	-	-
BANK CHARGES	-	-	-	-	-
OTHER EXPENSES	-	-	-	-	5,578
<b>Sub total</b>	<b>24,573</b>	<b>37,420</b>	<b>-</b>	<b>61,994</b>	<b>34,902</b>
<b>A4 Asset and investment</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>24,573</b>	<b>37,420</b>	<b>-</b>	<b>61,994</b>	<b>34,902</b>
<b>Net of receipts/(payments)</b>	<b>- 11,688</b>	<b>- 17,281</b>	<b>-</b>	<b>- 28,970</b>	<b>11,424</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>51,900</b>	<b>56,572</b>	<b>-</b>	<b>108,472</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>40,212</b>	<b>39,291</b>	<b>-</b>	<b>79,502</b>	<b>11,424</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted to nearest £	Restricted to nearest £	Endowment to nearest £
B1 Cash funds	CURRENT ACCOUNT	40,212	39,291	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>40,212</b>	<b>39,291</b>	<b>-</b>
	(agree balances with receipts and payments account(s))	OK	OK	OK


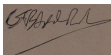
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	LOAN TO UNIVERSITY		1,500	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which	Amount due	When due
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf

Signature	Print Name	Date of
 ONES	Anthony Jones	24/04/2024
	Thom Addinall-Biddulph	24/04/2024





# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

USTINOV COLLEGE GRADUATE COMMON ROOM

On accounts for the year  
ended

31<sup>ST</sup> AUGUST 2023

Charity no  
(if any)

1164865

Set out on pages

Respective  
responsibilities of  
trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

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

Independent  
examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

24/04/2024

Name:

B.H. ACCOUNTANCY LTD

Relevant professional  
qualification(s) or body:

THE INSTITUTE OF CHARTERED ACCOUNTANTS  
IN ENGLAND AND WALES

Address:

363 WEST ROAD, NEWCASTLE UPON TYNE, TYNE AND WEAR, NE15 7NL

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.