

# ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

England & Wales · Charity number 1168134

## Details

---

**Status** Registered

**Legal form** CIO

**Registered** 2016-07-08

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** St Cuthbert's Society  
12 South Bailey  
Durham  
DH1 3EE

**Phone** 01913343400

**Email** [president@cuths.com](mailto:president@cuths.com)

**Website** [www.cuths.com](http://www.cuths.com)

## Activities

---

**Objects:** 3. OBJECTS THE OBJECTS OF THE CIO ARE THE ADVANCEMENT OF EDUCATION OF STUDENTS AT SAINT CUTHBERT'S SOCIETY FOR THE PUBLIC BENEFIT BY:3.1 PROMOTING THE INTERESTS AND WELFARE OF STUDENTS AT SAINT CUTHBERT'S SOCIETY DURING THE COURSE OF STUDY AND REPRESENTING, SUPPORTING AND ADVISING STUDENTS;3.2 BEING THE RECOGNISED REPRESENTATIVE CHANNEL BETWEEN STUDENTS AND SAINT CUTHBERT'S SOCIETY AND ANY OTHER EXTERNAL BODIES; AND3.3 PROVIDING SOCIAL, SPORTING, CULTURAL AND RECREATIONAL ACTIVITIES AND FORUMS FOR DISCUSSIONS AND DEBATE FOR THE PERSONAL DEVELOPMENT OF ITS STUDENTS.3.4 NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH [SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005] AND [SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008]

**Activities:** Operation of the Junior Common Room of St Cuthbert's Society (Durham University).

## Classification

---

- **How:** Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Education/training, Arts/culture/heritage/science, Amateur Sport, Recreation
- **Who:** Children/young People

## Geography

---

- Durham

## Finances

---

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£230,273	£196,441	-	-
2024-07-31	£238,840	£210,687	-	-
2023-07-31	£258,528	£286,275	-	-
2022-07-31	£231,586	£275,983	-	-
2021-07-31	£111,957	£153,868	-	-
2020-07-31	£244,861	£200,069	-	-

## Trustees

Name	Role	Appointed
<b>Rebecca Malczewski</b>	Chair	2022-11-04
Alfred Hatton		2025-06-28
Anthony Charlton		2022-11-04
Hannah Brown		2025-06-28
Karri Kasperu Vuori		2022-11-05
Lauren Evans		2025-06-28
Madeline Lewis-Jones		2025-06-28
Rahaf Rifai		2025-06-28
Safiyah Ghafoor		2024-09-14
Thea Cave		2025-06-28
Thomas Ross		2025-06-28
Thomas Wyatt		2025-06-28

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

England & Wales - Charity number 1168134

---

# Accounts

---

Charity registration number 1168134 (England and Wales)

**ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2025**

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## CONTENTS

---

	<b>Page</b>
Trustees' report	1 - 7
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11 - 17

---

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 JULY 2025

---

The Trustees present their annual report and financial statements for the year ended 31 July 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)".

#### TERMINOLOGY

For the avoidance of doubt, please note that hereafter:

- "The JCR", "The Charity" and "The CIO" all refer to St. Cuthbert's Society Junior Common Room, Registered Charity Number: 1168134
- "The Society" and "St. Cuthbert's Society" both refer to St Cuthbert's Society as an institution in its entirety, encompassing both the college of Durham University of the same name and The JCR working together in tandem
- "College" refers to St Cuthbert's Society as a constituent institution of Durham University
- "Student" refers to anyone who is a student at St. Cuthbert's Society, a college of Durham University, whether or not they are formally an associate member of The JCR
- "The Trustees" and "The Board" both refer to The Board of Trustees of The Charity.
- "The University" refers to Durham University
- "The President of the Society" refers to the elected President of The JCR, a full time employee of The Charity
- "PGM" refers to Postgraduate and Mature Students, a section of students at St Cuthbert's Society.

#### Objectives and activities

We provide social, cultural, sporting and recreational activities and forums for discussion and debate for the personal development of students. We are also committed to equality by pursuing equal opportunities and equal access policies to our student associate members in line with our democratic operation.

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

---

#### *Public benefit*

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

We have adopted a strong democratic internal structure that places its operation securely in its student associate members' hands. This structure allows us to work for the public benefit. Our standpoints on equality and openness allow us to foster a culture of acceptance amongst student associate members, many of whom volunteer in some capacity for the benefit of others in The University, or as part of The JCR, which allows us to be strong members of the local and academic community. We keep this public benefit in mind when organising large social events that are open to all members of the public, and support the welfare of our students so they can continue to work at their studies and remain part of the community in Durham.

When we fund sports and societies this allows student associate members to try new sports or activities in which they would otherwise not have had the opportunity to participate. We have over a hundred volunteer positions that are elected or appointed, allowing anyone to apply irrespective of previous experience, and enrich the community as well as benefit them individually.

We take no political stance other than to represent our student associate members in order to maintain an inclusionary policy. We operate library and gym facilities that can be accessed by our student associate members to enhance their educational or recreational activities.

From 1 April 2008, section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Charity Commission states that there are two principles to be met in order to show that an organisation's aims are for the public benefit: firstly, there must be an identifiable benefit or benefits and secondly that the benefit must be to the public or a section of the public. The Trustees confirm that they have complied with the duty to have due regard to The Charity Commissioner's guidance on public benefit.

#### **Achievements and performance**

As always, the Society was committed to organising a wide range of inclusive social events, furthering the social education of students during the academic year 2024-2025.

Daniel Mercer was elected President of the Society for the 2024-25 academic year. His term ran from July 2024 to July 2025. Prior to his election to this role, he had made substantial contributions to the JCR in a number of roles alongside his academic studies, including as Senior Welfare Officer.

We started the academic year with Fresher's Week. We ran both Anti-Racism Workshops alongside Durham Students Unions' People of Colour Association, and our Consent Awareness workshops ran by our Student Welfare team in conjunction with St Cuthbert's Society's College Officers and external non-profit gender violence charity Emily Test.

The week was a success with high engagement across the student body with the events that we ran. We remain dedicated to organising a wide range of inclusive social events, Fresher's Week is our first set of these events. With an Alcohol Free activity each night of the week concurrent with our Alcohol inclusive events, we provided a range of events for a range of different needs and preferences such as bingo, a movie night and paint and sip. A Sports and Societies Fair and Welcome Talk was also held to introduce incoming students to the opportunities available to them.

Throughout the rest of the academic year we ran a number of successful events that succeeded in bringing students together, a highlight being Oktoberfest, which is held on-site.

Our Outreach Committee ran a number of successful charity fundraising events. This included a 12 Days of Outreach Campaign over the Christmas period which involved selling cookies, a quiz and hosting a mask decorating event, all to raise funds for Durham Hygiene Bank, a charity that delivers essential hygiene and personal care products.

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

---

We also had our 11th Annual Charity Fashion Show, St Cuthbert's Society Charity Fashion Show is a Fashion Show put on by a committee of Volunteers and Student Models in aid of local charities. This Fashion Show was in aid of DASH, Durham Action against Single Housing. Since 1972, DASH has provided accommodation with support to people across County Durham who are homeless or are about to become homeless. The Committee's fundraising efforts extended to both individual Pre and Post event fundraisers, such as an open mic night, and the show itself.

Michaelmas Ball was held at Beamish Hall and attended by over 400 students, there was a band, a photobooth and fireworks. On-site formals included the Livers Out Formal, the return of the St Patrick's Day Formal and the Inter-MCR Murder Mystery Formal. To encourage participation at a financially difficult time for many students, we made the decision to subsidise the cost of formals held in Epiphany Term by 25%.

Our largest in-College fundraising event was again the Feast of St Cuthbert, which is held in College. It was attended by over 300 students, and featured a three-course meal, live music, a photo booth and inflatables. £1 of every ticket sold was donated to a charity chosen by our Outreach Committee.

We continued exploring ways ticket prices can be lowered and our reliance on external providers reduced. For example, we continue to invest in our own technology equipment which we use ourselves but also rent out locally, including to other Durham colleges.

The Trustees have remained focused on the JCR's financial sustainability. This was the second academic year following the decision of the Trustees to cease offering a second Sabbatical Officer role - the Finance & Compliance Officer (FCO) position, saving the JCR the substantial cost of a second annual salary and allowing the savings to be used more effectively to serve members.

We continued to roll a small proportion of the annual savings here into outsourced professionals to undertake some of the FCO work more cheaply, and to a more assured professional standard.

The former FCO role was again replaced with a volunteer student-role, that of the JCR Treasurer, with the 24/25 academic year the second year for this new model. The move continued to be a success with a dedicated and JCR-focused volunteer, Safiyyah Ghafoor, taking on the role. She continued work to create efficiencies and modernise JCR processes. Throughout the year, Safiyyah Ghafoor chaired student Finance Committee and was supported by the Board's own Finance Committee.

For the 2024-25 year, the price of the JCR Levy was £172.50 for undergraduate students and £57.50 for postgraduate students.

With the JCR Levy representing a critical part of our income, the majority of which is received at the start of the academic year, a conscious decision was made by the President and Executive to focus on the number of JCR Levies sold to incoming first-year students. This drive took place in advance of Fresher's Week and over move-in weekend and resulted in an uptake to the levy by 92% of undergraduate students. This was a significant achievement, that placed the charity on strong financial footing from the start of the year.

Throughout the year, we ran number of campaigns for students. These have included: Housing campaign, to support livers-out required to sign tenancy agreements, Sexual Health and Guidance Week, Movember, for men's mental health and testicular cancer, Sexual Violence Awareness Week and Festive Holidays campaign, to support students over the holidays.

Further, we ran a Study Buddy Scheme, pairing an international students with a home student to foster academic support and new friendships.

During exam season we ran our 'Stress Less' campaign, which involved providing wellbeing resources such as free care packages and activities including free craft evenings, a visit from an ice cream van and Wednesday Welfare Yoga allowing students to come together and relax during what can be a challenging time of year.

Following the conclusion of examinations, our annual Summer Ball was held in June at Derwent Manor Hotel. It was attended by 670 students and featured a three-course meal, live music and fairground rides. £1 of every ticket sold was donated to a charity chosen by our Outreach Committee.

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

---

Cuth's Day was held at 12 South Bailey. It represented a celebration of the JCR and marked the end of the academic year. It featured free food, live music, entertainment and a silent disco.

Both events were a success, involving hundreds of students across every year group, providing an excellent ending to the academic year.

The JCR runs over 30 different sports clubs and societies which allow student associate members to try new sports or interests, thereby enriching their educational and cultural experience during their time at Durham University. From Big Band to Men and Women's Rugby to Gardening, we remain committed to ensuring these opportunities are accessible to all. Sports and societies continued to have good engagement and participation. We operate on a 50:50 subsidy system, whereby half the cost of a student associate member taking part in a sport or society is covered by the individual, and half is covered by the JCR. This means that we can keep most sports and societies memberships below £15 for the year. Where membership of a sport or society costs over £20 per year, any additional cost over £20 is matched 1:3 by the JCR. This is reinforced by the JCR's Participation Fund, a non-means tested fund which any JCR member can apply to in order to receive up to £200 funding towards participation in a JCR or University sport or society. We also have an Event Accessibility Fund, Students with Disabilities Fund, Gender Expression Fund and Postgraduate Event Accessibility Fund. We held our Sports & Socs Formal, where we give out awards including Society of the Year, Postgraduate Contribution and Most Dedicated Committee Member to recognise the invaluable contribution of volunteers who worked so hard to keep The Society operating throughout the year.

We maintained the services we typically offer, including peer support by trained welfare officers, sports teams and societies, gyms, library, which is open seven days a week, a music room, and representation of student views to The University and beyond. Cuth's News was published weekly, enabling members to receive weekly updates on the JCR's activities. The emphasis on these, as with all other activities of the JCR, is that of student leadership and ownership. Our student associate members are expected and encouraged to initiate, participate in, and lead our activities.

The Trustees would like to express their gratitude to Daniel Mercer who served in the role of President for the 2024-25 academic year with care and commitment and to Safiyyah Ghafoor for her professionalism as Treasurer.

#### **Financial review**

As the financial statements below indicate, The Charity has a sound financial base. One of the aims of The Trustees is to secure the long-term future of The Charity by careful and prudent management of its assets. As of 31 July 2025 the charity has net assets / fund balances of £196,457 (2024: £162,625).

The income for the year was £230,273 (2024: £238,840), expenditure for the year was £196,441 (2024: £210,687), leaving a net surplus for the year of £33,832 (2024: £28,153).

Our reserves remain invested in notice savings accounts, so that we earn a reasonable interest rate while maintaining access within 90 days to our funds, should we need or decide to call on them. The institutions we deposit with are covered by the Financial Services Compensation Scheme, and our deposits are below the per-institution cap for that scheme.

It is of course our intention to avoid running a deficit at all costs, and all current projections for the upcoming year show that we should end up in a healthy position.

#### *Reserves policy*

We aim to hold reserves at least equal to that of the Levy and the Composition Fee that we receive from Durham University, which helps us to ensure that we could continue to meet our financial commitments to the Sports and Societies and contractual obligations to our employees if we received no funding from The University and none was received from our student associate members. This currently equates to £69,614 (that is the £16,944 university grant and the £52,670 raised from student levies).

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

---

#### Plans for future periods

We continue to work closely with our fellow independent common rooms, including through Presidents' Committee, to engage with the University in a productive way.

During the 2024-5 academic year, the Board built a strategy to improve engagement with Alumni, including to support fundraising to further our charitable aims. We continue to receive support from an alumnus to support our Music Room, and the performance of live music at the Society, and are keen to find further interested donors.

Last year's report said our financial focus going forward was to retain our financial sustainability, whilst also being considerate of the frequency of payment required by members to engage in our activities. This remains a core tenet of our strategy to increase participation and, in turn, meet our objective to support the personal development of students.

Diversifying the Board particularly that of external Trustees, in terms of gender, race, experiences and professional expertise, amongst other areas, remains a priority.

We all aim to run St Cuthbert's Society JCR well, and to hand it on to those that follow us in a better condition than we found it.

#### Structure, governance and management

Throughout the period the organisation was controlled by its governing document - the St Cuthbert's Society JCR Constitution - adopted on 1 January 2016. The St Cuthbert's Society JCR Constitution requires there to be a minimum of three external Trustees. The byelaws require there to be up to 7 external Trustees and up to 2 student Trustees, as well as the President of the Society, the JCR Treasurer and one other elected member from within the Executive Committee to sit on the Board with the specific aim of using this role to provide further diversity to the Board.

The external Trustees are appointed by interview, the student Trustees are appointed by election by The JCR student associate membership, other than the Executive Committee student Trustee who is elected from within the Executive Committee of the JCR. The term of Trustees is a maximum of 4 years for external Trustees and 1 year for student Trustees. External Trustees may serve a maximum of 2 terms. Student Trustees may serve a maximum of 2 terms.

The Trustees who served during the year and up to the date of signature of the financial statements were:

Rebecca Malczewski (Chair)	November 2022 – present (Chair from June 2025)
Gregory Kyle-Langley (Chair)	January 2022 – June 2025 (Chair from March 2023)
Daniel Mercer (President)	July 2024 – July 2025 (President from July 2024)
Thea Cave (President)	June 2025 – present (President from July 2025)
Thomas Francis Coker	September 2022 – March 2026
Anthony Charlton	November 2022 – present
Karri Kasperu Vuori	November 2022 – present
Safiyah Ghafoor*	September 2024 – present (Treasurer from July 2024)
Madeline Lewis-Jones*	June 2025 – present (Treasurer from July 2025)
Thomas Ross*	June 2025 – present
Lauren Evans*	June 2025 – present
Alfred Hatton	June 2025 – present
Hannah Brown	June 2025 – present
Thomas Wyatt	June 2025 – present
Rahaf Rifai	June 2025 – present
Jack Simmonds*	July 2023 – June 2025
James Charles Bamford*	June 2024 - July 2025

(\* indicates student Trustees)

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

---

#### **Induction and training of new Trustees**

Student Trustees are elected with a vote of student associate members following a general meeting. The Executive Committee student Trustee is elected to their Executive Committee role following a general meeting, and then elected to the Board of Trustees once the Executive Committee is called to meet. External Trustees are voted upon in general meetings of the Trustee Board, holding their position for up to four years.

The day-to-day management of The Charity is undertaken by The JCR Executive Committee, chaired by The President of the Society.

#### *Organisational structure*

The JCR elects student associate members to serve on The JCR Executive Committee, which acts as a Management Committee.

The JCR Executive meets at least thrice-termly and there are various additional committees, including those responsible for overseeing or managing matters related to finance, music facilities, governance, outreach and welfare etc.

All major financial decisions must be ratified by a JCR General Meeting, open to all student associate members, with the majority of policy, planning, and strategic decisions being reported on or ratified in JCR Meetings.

The largest financial decisions must be referred to, and approved by, the Board before the charity is committed. Prior to this, such matters will have been discussed by The JCR Executive who may seek guidance from The Trustees where appropriate.

Minutes of Executive and General Meetings of the JCR are freely available on our website. JCR meetings are also streamed live, enabling all students to join remotely. Operational decisions on a day-to-day basis are made by the appropriate people who have responsibility for their areas of activity.

#### *Other matters*

#### **Registered Charity Number:**

1168134

#### **Principal address:**

Durham University  
St. Cuthbert Society  
12 South Bailey  
Durham  
Co. Durham  
DH1 3EE

#### **Independent examiner:**

Robert Ribchester, FCA MA  
RMT Accountants & Business Advisors Ltd  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 JULY 2025

---

#### *Relationship with wider network*

The Society elects a member to sit on Durham SU Assembly, their major policy-making body. The Durham SU also provides wider representation for student associate members to the University, and offers guidance and support to the JCR.

The JCR is partnered with St. Cuthbert's Society, one of Durham University's colleges, both of which provide space and facilities to student associate members. We partner with The University on the organisation of certain activities and events, such as post-offer open days, and academic and social events. We accept funding from Durham University, based on the number of students within St Cuthbert's Society. We have strong links with St Cuthbert's Society Senior Common Room, The Fellows of St Cuthbert's Society and St. Cuthbert's Association (an organisation for alumni of St Cuthbert's Society).

Daniel Mercer was also elected Presidents' Committee Chair for the 2024-25 academic year, which is a group of seventeen Common Room Presidents, each representing a Durham University Common Room. As Chair, Daniel Mercer also joined the Students' Union's Officer Committee and Community Committee. The Presidents' Committee met weekly and with the Pro Vice Chancellor of Colleges monthly with the goal to enhance the wider student experience and collegiate life at Durham University.

The JCR is a member of NCVO (The National Council for Voluntary Organisations).

#### **Risk management**

The Trustees have a duty to identify and review the risks to which The Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We have our Business Continuity Plan, as well as our process for reviewing policies to ensure that they are updated on a regular basis.

We work with Durham University as a health and safety business partner, complying with relevant University regulations to collaboratively safeguard our student associate members and manage reputational risk.

The Trustees' report was approved by the Board of Trustees.

Signed by:



1F22D277A91F40A...

**Rebecca Malczewski**

**Chair of The Board of Trustees St. Cuthbert's Society JCR**

29 May 2026

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

---

I report to the Trustees on my examination of the financial statements of St Cuthberts Society Junior Common Room (the charity) for the year ended 31 July 2025.

#### Responsibilities and basis of report

As the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

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

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Signed by:



3529408F295B447  
**Robert Ribchester FCA MA**

**RMT Accountants & Business Advisors Ltd**

**Finchale House**

**Belmont Business Park**

**Durham**

**DH1 1TW**

30 May 2026

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED 31 JULY 2025

	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Income from:</b>			
Donations and legacies	3	17,964	20,987
Other trading activities	4	208,087	215,888
Investments	5	4,222	1,965
<b>Total income</b>		230,273	238,840
<b>Expenditure on:</b>			
Charitable activities	6	196,441	210,687
<b>Total expenditure</b>		196,441	210,687
<b>Net income and movement in funds</b>		33,832	28,153
<b>Reconciliation of funds:</b>			
Fund balances at 1 August 2024		162,625	134,472
<b>Fund balances at 31 July 2025</b>		196,457	162,625

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## BALANCE SHEET

AS AT 31 JULY 2025

	Notes	2025		2024	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		1,425		2,987
<b>Current assets</b>					
Debtors	13	1,792		3,117	
Cash at bank and in hand		195,446		161,481	
		197,238		164,598	
<b>Creditors: amounts falling due within one year</b>	14	(2,206)		(4,960)	
<b>Net current assets</b>			195,032		159,638
<b>Total assets less current liabilities</b>			196,457		162,625
<b>The funds of the charity</b>					
Unrestricted funds	16		196,457		162,625
			196,457		162,625

The financial statements were approved by the Trustees on 29 May 2026

Signed by:

*Rebecca Malczewski*

1F22D277A91F40A...

**Rebecca Malczewski**

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 JULY 2025

---

#### 1 Accounting policies

##### 1.1 Basis of preparation

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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 charity is a Public Benefit Entity as defined by FRS 102 .

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

##### 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 are allocated on the portion of the asset's use.

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 1 Accounting policies (Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% straight line
-----------------------	-------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Donations and gifts	1,020	5,231
Grants	16,944	15,756
	<u>17,964</u>	<u>20,987</u>

### 4 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Social event income	141,858	152,240
Membership subscriptions and sponsorships	8,835	12,397
Levies	52,670	46,582
Facilities income	4,724	4,669
	<u>208,087</u>	<u>215,888</u>

### 5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	4,222	1,965
	<u>4,222</u>	<u>1,965</u>

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 6 Expenditure on charitable activities

	Charitable activities 2025 £	Charitable activities 2024 £
<b>Direct costs</b>		
Depreciation and impairment	1,562	5,652
Sports, clubs and societies expenditure	18,357	23,922
Social events expenditure	120,929	136,992
Facilities expenditure	12,078	12,134
Committees and awards	5,333	5,247
Donations	-	1,837
Bank fees	70	90
Administration expenditure including wages	35,275	22,185
	<u>193,604</u>	<u>208,059</u>
<b>Share of support and governance costs (see note 7)</b>		
Governance	2,837	2,628
	<u>196,441</u>	<u>210,687</u>
<b>Analysis by fund</b>		
Unrestricted funds	<u>196,441</u>	<u>210,687</u>

### 7 Support costs allocated to activities

	Charitable activities 2025 £	Total 2024 £
Governance	2,837	2,628
	<u>2,837</u>	<u>2,628</u>

### 8 Net movement in funds

	2025 £	2024 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	2,837	2,628
Depreciation of owned tangible fixed assets	1,562	5,652
	<u>4,400</u>	<u>8,280</u>

### 9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Four of the trustees (2024: seven) were paid expenses during the year at the value of £1,080 (2024: £715).

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 10 Employees

The average monthly number of employees during the year was:

2025 Number	2024 Number
1	1
<u>1</u>	<u>1</u>

There were no employees whose annual remuneration was more than £60,000.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

### 12 Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
At 1 August 2024	29,687
At 31 July 2025	<u>29,687</u>
<b>Depreciation and impairment</b>	
At 1 August 2024	26,700
Depreciation charged in the year	1,562
At 31 July 2025	<u>28,262</u>
<b>Carrying amount</b>	
At 31 July 2025	<u>1,425</u>
At 31 July 2024	<u>2,987</u>

### 13 Debtors

	2025 £	2024 £
<b>Amounts falling due within one year:</b>		
Trade debtors	-	720
Prepayments and accrued income	1,792	2,397
	<u>1,792</u>	<u>3,117</u>

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

### 14 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Other taxation and social security		154	-
Deferred income	15	-	2,500
Trade creditors		259	-
Other creditors		(606)	-
Accruals		2,399	2,460
		<u>2,206</u>	<u>4,960</u>

### 15 Deferred income

	2025 £	2024 £
Other deferred income	-	2,500
	<u>-</u>	<u>2,500</u>

Deferred income is included in the financial statements as follows:

	2025 £	2024 £
Deferred income is included within:		
Current liabilities	-	2,500
	<u>-</u>	<u>2,500</u>

	2025 £	2024 £
Movements in the year:		
Deferred income at 1 August 2024	2,500	-
Released from previous periods	(2,500)	-
Resources deferred in the year	-	2,500
	<u>-</u>	<u>2,500</u>
Deferred income at 31 July 2025	<u>-</u>	<u>2,500</u>

### 16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 August 2024 £	Incoming resources £	Resources expended £	At 31 July 2025 £
General funds	162,625	230,273	(196,441)	196,457
	<u>162,625</u>	<u>230,273</u>	<u>(196,441)</u>	<u>196,457</u>

# ST CUTHBERTS SOCIETY JUNIOR COMMON ROOM

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JULY 2025

**16 Unrestricted funds** **(Continued)**

Previous year:	At 1 August 2023	Incoming resources	Resources expended	At 31 July 2024
	£	£	£	£
General funds	134,472	238,840	(210,687)	162,625
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

**17 Related party transactions**

There were no disclosable related party transactions during the year (2024 - none).

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

England & Wales - Charity number 1168134

---

# Accounts

---

**REGISTERED CHARITY NUMBER: 1168134**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 JULY 2024  
FOR  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

RMT Ribchesters  
Chartered Accountants  
Finchale House, Belmont Business Park  
Durham City  
DH1 1TW

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2024**

	Page
Report of The Trustees	2-8
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Financial Statements	12-15
Detailed Statement of Financial Activities	16

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

The Trustees present their report with the financial statements of The Charity for the year ended to 31 July 2024. The Trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2019).

#### TERMINOLOGY

For the avoidance of doubt, please note that hereafter:

- “The JCR”, “The Charity” and “The CIO” all refer to St. Cuthbert’s Society Junior Common Room, Registered Charity Number: 1168134
- “The Society” and “St. Cuthbert’s Society” both refer to St Cuthbert’s Society as an institution in its entirety, encompassing both the college of Durham University of the same name and The JCR working together in tandem
- “College” refers to St Cuthbert’s Society as a constituent institution of Durham University
- “Student” refers to anyone who is a student at St. Cuthbert’s Society, a college of Durham University, whether or not they are formally an associate member of The JCR
- “The Trustees” and “The Board” both refer to The Board of Trustees of The Charity.
- “The University” refers to Durham University
- “The President of the Society” refers to the elected President of The JCR, a full time employee of The Charity
- “The FCO” refers to the elected Finance and Compliance Officer, a full time employee of The Charity
- “PGM” refers to Postgraduate and Mature Students, a section of students at St Cuthbert’s Society.

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

We provide social, cultural, sporting and recreational activities and forums for discussion and debate for the personal development of students. We are also committed to equality by pursuing equal opportunities and equal access policies to our student associate members in line with our democratic operation.

##### Significant activities

As always, the Society was committed to organising a wide range of inclusive social events, furthering the social education of students during the academic year 2023-2024.

We started the academic year with Fresher’s Week. We ran both Anti-Racism Workshops alongside Durham Students Unions’ People of Colour Association, and our Consent Awareness workshops ran by our Student Welfare team in conjunction with St Cuthbert’s Society’s College Officers and external non-profit gender violence charity Emily Test.

The week was largely a success with high engagement from the student body with the events that we ran. As declared prior we are dedicated to organising a wide range of inclusive social events, Freshers Week is our first set of these events. With an Alcohol Free activity each night of the week concurrent with our Alcohol inclusive events, we provided a range of events for a range of different accessibility needs.

With the President of the Society for the 2023 academic year, stepping up mid term due to the stepping down of the previous Sabbatical Officer in December of 2022 the Members of the Junior Common Room chose to elect Mr Ben Thomas to continue on as President of the Society for the 23/24 academic year. Hence Ben Thomas, was elected to carry a term from February 2023 till July of 2024.

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

Over the rest of the academic year we ran a number of successful events that brought students together. Our Outreach Committee ran a number of successful charity fundraising events. Including their 12 Days of Outreach Campaign over the Christmas period. Our annual Murder Mystery Formal, organised by our PGM President in conjunction with their PGM Committee, had a team of student writers and actors who put on a well-attended and successful evening. We also had our 10th Annual Charity Fashion Show, St Cuthbert's Society Charity Fashion Show is a Fashion Show put on by a committee of Volunteers and Student Models in aid of local charities. This Fashion Show was in aid of Headway County Durham. Headway Country Durham helps improve the lives of those suffering from brain injuries in the North East. The Committee's fundraising efforts extend to both individual Pre and Post event fundraisers put on by those involved with the Fashion Show, the show itself and this year in collaboration with College a celebration formal which representatives from our Common Room and the Charity we donated to have the chance to celebrate and further donation efforts.

Our largest in-College fundraising event, the Feast of St Cuthbert, was attended by over three-hundred students, and featured live music, inflatables, and a 3 course meal and cheese board. We were able to lower ticket prices by cutting unnecessary spending, whilst also investing in tech assets to remove our dependence on external providers, and generate further income sources for the charity, through renting these to local organisations, including other Durham colleges..

Returning the JCR to its position of pre-Covid financial security, and improving its financial sustainability, has been a strategic priority for the current Trustees. As well as exploring routes to generate further income for the charity, we also examined areas of significant cost, and the benefit achieved. As a result of that work, we decided to cease offering a second sabbatical position - the Finance & Compliance Officer (FCO) position. This saves the organisation an entire annual salary, allowing us to use these savings to better serve our associate members.

We rolled a small proportion of the annual savings here into outsourced professionals to undertake some of the FCO work more cheaply, and to a more assured professional standard.

The FCO role has been replaced with a volunteer student-role, that of the JCR Treasurer, and the 23/24 term was the first term for this new role. This move was successful with some of the FCO's responsibilities especially around compliance, being given to the President of the Society, as well as having a fantastically knowledgeable volunteer taking on the first term of the role. Mr Sam Bache, was the first role holder of JCR Treasurer in its new volunteer capacity rather than sabbatical. Sam implemented many systems which made the jobs previously completed by the FCO less time consuming.

In light of price inflation suffered by the charity, a difficult decision was taken near to the end of the financial year, to raise the price of the 'JCR Levy'. For the 23/24 year the price of the JCR Levy for 3 or 4 year Undergraduate Students was £160.50, the decision was made to raise this for the 24/25 year to £172.50. This is mirrored in the price of our Post Graduate (Masters and PhD) and 1 year international study levy which saw an increase from £53.50 to £57.50.

During exam season we ran our 'Stress Less' campaign, which involved a visit from a petting zoo, free ice-cream, a Eurovision watch party, and other wellbeing activities that allowed students to come together and relax during what can often be quite a stressful time of year.

Our annual Summer Ball was held at Hardwick Hall Hotel, which featured a three-course meal, fairground rides, entertainment, live music and DJs. Cuth's Day was held at 12 South Bailey, featuring free food, live music, entertainment and a silent disco. We continued to use the same security company we had used for this event last year, after seeing an improvement from the previous company the JCR was using. Both events were successful, and provided an excellent ending to the academic year.

The JCR runs over 40 different sports clubs and societies which allow student associate members to try new sports or interests, thereby enriching their educational and cultural experience during their time at Durham University. We are committed to ensuring these opportunities are accessible to all. Sports and societies continued to have good engagement and participation. We operate on a 50:50 subsidy system, whereby half the cost of a student associate member taking part in a sport or society is covered by the individual, and half is covered by the JCR. This means that we can keep most sports and societies memberships below £15 for the year. Where membership of a sport or society costs over £20 per year, any additional cost over £20 is matched 1:3 by the JCR. This is reinforced by the JCR's Participation Fund, a non-means tested fund which any JCR member can apply to in order to receive up to £200 funding towards participation in a JCR or University sport or society. In June we held our Sports & Socs Formal, where we give out awards to recognise the contribution of volunteers who worked so hard to keep The Society operating throughout the year.

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

We maintained a good proportion of the services we typically offer, including peer welfare support for personal issues, sports teams and societies, gyms, library, and representation of student views to The University and beyond. The emphasis on these, as with all other activities of the JCR, is that of student leadership and ownership. Our student associate members are expected and encouraged to initiate, participate in, and lead our activities.

The Trustees would like to express their deep thanks to Ben Thomas who, in serving 1 ½ terms as President brought stability and governance expertise to the charity - and to Sam Bache, whose professionalism as Treasurer both led to significant in-year financial improvements, as well as setting the foundations for future success.

#### **Public benefit**

We have adopted a strong democratic internal structure that places its operation securely in its student associate members' hands. This structure allows us to work for the public benefit. Our standpoints on equality and openness allow us to foster a culture of acceptance amongst student associate members, many of whom volunteer in some capacity for the benefit of others in The University, or as part of The JCR, which allows us to be strong members of the local and academic community. We keep this public benefit in mind when organising large social events that are open to all members of the public, and support the welfare of our students so they can continue to work at their studies and remain part of the community in Durham.

When we fund sports and societies this allows student associate members to try new sports or activities in which they would otherwise not have had the opportunity to participate. We have over a hundred volunteer positions that are elected or appointed, allowing anyone to apply irrespective of previous experience, and enrich the community as well as benefit them individually.

We take no political stance other than to represent our student associate members in order to maintain an inclusionary policy. We operate library and gym facilities that can be accessed by our student associate members to enhance their educational or recreational activities.

From 1 April 2008, section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Charity Commission states that there are two principles to be met in order to show that an organisation's aims are for the public benefit: firstly, there must be an identifiable benefit or benefits and secondly that the benefit must be to the public or a section of the public. The Trustees confirm that they have complied with the duty to have due regard to The Charity Commissioner's guidance on public benefit.

#### **FINANCIAL REVIEW**

As the financial statements below indicate, The Charity has a sound financial base. One of the aims of The Trustees is to secure the long-term future of The Charity by careful and prudent management of its assets. As of 31 July 2024 The Charity has net assets of £162,625.

Our reserves remain invested in notice savings accounts, so that we earn a reasonable interest rate while maintaining access within 90 days to our funds, should we need or decide to call on them. The institutions we deposit with are covered by the Financial Services Compensation Scheme, and our deposits are below the per-institution cap for that scheme.

It is of course our intention to avoid running a deficit at all costs, and all current projections for the upcoming year show that we should end up in a healthier position.

#### **RESERVES POLICY**

We aim to hold reserves at least equal to that of the Levy and the Composition Fee that we receive from Durham University, which helps us to ensure that we could continue to meet our financial commitments to the Sports and Societies and contractual obligations to our employees if we received no funding from The University and none was received from our student associate members. This currently equates to £62,338 (that is the £15,756 university grant and the £46,582 raised from student levies).

## **ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

Throughout the period the organisation was controlled by its governing document - the St Cuthbert's Society JCR Constitution - adopted on 1 January 2016. The St Cuthbert's Society JCR Constitution required there to be a minimum of three external Trustees. The byelaws require there to be up to 7 external Trustees and up to 2 student Trustees, as well as the President of the Society, the JCR Treasurer and one other elected member from within the Executive Committee to sit on the Board with the specific aim of using this role to provide further diversity to the Board.

The external Trustees are appointed by interview, the student Trustees are appointed by election by The JCR student associate membership, other than the Executive Committee student Trustee who is elected from within the Executive Committee of the JCR. The term of Trustees is a maximum of 4 years for external Trustees and 1 year for student Trustees. External Trustees may serve a maximum of 2 terms. Student Trustees may serve a maximum of 2 terms.

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

#### **Induction and training of new Trustees**

Student Trustees are elected with a vote of student associate members following a general meeting. The Executive Committee student Trustee is elected to their Executive Committee role following a general meeting, and then elected to the Board of Trustees once the Executive Committee is called to meet. External Trustees are voted upon in general meetings of the Trustee Board, holding their position for up to four years. Trustees are given in-house training on their responsibilities as well as the governing structure of Cuth's JCR. Training is delivered by the Chair of Trustees, in collaboration with The President of the Society and Student Trustees. The day-to-day management of The Charity is undertaken by The JCR Executive Committee, chaired by The President of the Society.

#### **Organisational structure**

The JCR elects student associate members to serve on The JCR Executive Committee, which acts as a Management Committee. The JCR Executive meets at least thrice-termly and there are various additional committees, including those responsible for overseeing or managing matters related to finance, music facilities, governance, outreach and welfare etc. All major financial decisions must be ratified by a JCR General Meeting, open to all student associate members, with the majority of policy, planning, and strategic decisions being reported on or ratified in JCR Meetings. The largest financial decisions must be referred to, and approved by, the Board before the charity is committed. Prior to this, such matters will have been discussed by The JCR Executive who may seek guidance from The Trustees where appropriate. Minutes of Executive and General Meetings of the JCR are freely available on our website. Operational decisions on a day-to-day basis are made by the appropriate people who have responsibility for their areas of activity.

#### **Related parties**

The Society elects a member to sit on Durham SU Assembly, their major policy-making body. The Durham SU also provides wider representation for student associate members to the University, and offers guidance and support to the JCR.

The JCR is partnered with St. Cuthbert's Society, one of Durham University's colleges, both of which provide space and facilities to student associate members. We partner with The University on the organisation of certain activities and events, such as post-offer open days, and academic and social events. We accept funding from Durham University, based on the number of students within St Cuthbert's Society. We have strong links with St Cuthbert's Society Senior Common Room, The Fellows of St Cuthbert's Society and St. Cuthbert's Association (an organisation for alumni of St Cuthbert's Society).

The JCR is a member of NCVO (The National Council for Voluntary Organisations).

#### **Risk management**

The Trustees have a duty to identify and review the risks to which The Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We have our Business Continuity Plan, as well as our process for reviewing policies to ensure that they are updated on a regular basis.

We work with Durham University as a health and safety business partner, complying with relevant University regulations to collaboratively safeguard our student associate members and manage reputational risk.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JULY 2024**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1168134

**Principal address**

Durham University  
St. Cuthbert Society  
12 South Bailey  
Durham  
Co. Durham  
DH1 3EE

**Trustees 2023-2024**

(\* indicates student Trustees)

Gregory Kyle-Langley (Chair)	January 2022 – present (elected Chair March 2023)
Benjamin James Thomas (President)	February 2023 – present
Chiedza Mhondoro	September 2020 – present
Thomas Francis Coker	September 2022 – present
Anthony Charlton	November 2022 – present
Rebecca Malczewski	November 2022 – present
Karri Kasperu Vuori	November 2022 – present
Cameron Frazer*	August 2022 – present
Samuel James Bache (JCR Treasurer)	August 2022 – present
Ben Walton*	September 2023 – July 2024
Jack Simmonds*	July 2023 – present

**Independent examiner**

Robert Ribchester, FCA MA  
RMT Ribchesters  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

## **ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024**

#### **FUTURE DEVELOPMENTS**

We continue to work closely with our fellow independent common rooms to engage with the University in a productive way. We have plans to deepen links with those other common rooms at Board level to improve efficiency and effectiveness - particularly considering whether a shared services model could be established.

The Board is working more closely with the Alumni Association and the JCR Development Officer to improve engagement with Alumni, and is building a strategy to raise significant funds to further our charitable aims. We continue to receive support from an alumnus to support our Music Room, and the performance of live music at the Society, and are keen to find further interested donors.

Last year's report said we would continue to work on our financial sustainability, and I am pleased that we are in a better position here now, with more stability. Our financial focus going forward is to retain this sustainability, whilst also being considerate of our member's frequency of payment required to engage in our activities.

The Board is focused on diversifying the Board particularly that of external trustees, in terms of gender, race, experiences, professional expertise, amongst other areas.

We all aim to run St Cuthbert's Society JCR well, and to hand it on to those that follow us in a better condition than we found it.

#### **ON BEHALF OF THE BOARD OF TRUSTEES:**



Greg Kyle-Langley  
Chair of The Board of Trustees  
St. Cuthbert's Society JCR

23 April 2025

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**Independent examiners report to The Trustees of St Cuthbert's Society Junior Common Room**

I report to The Charity Trustees on my examination of the accounts of St Cuthbert's Society Junior Common Room for the year ended 31 July 2024.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I can confirm that I am qualified to undertake the examination because I am a registered member of the ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.

*R Ribchester*

Robert Ribchester, FCA MA  
RMT Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

24 April 2025

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2024**

	Note	Unrestricted funds £	Restricted funds £	2024 Total fund £	2023 Total funds £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	2	20,987	-	20,987	44,333
Other trading activities	3	215,888	-	215,888	213,720
Investment income	4	<u>1,965</u>	<u>-</u>	<u>1,965</u>	<u>475</u>
<b>Total incoming resources</b>		238,840	-	238,840	258,528
<b>EXPENDITURE ON:</b>					
Raising funds		-	-	-	-
<b>Charitable activities</b>					
Costs of charitable activities	5A	<u>210,687</u>	<u>-</u>	<u>210,687</u>	<u>286,275</u>
<b>Total resources expended</b>		<u>210,687</u>	<u>-</u>	<u>210,687</u>	<u>286,275</u>
<b>NET INCOME/(EXPENDITURE)</b>		28,153	-	28,153	(27,747)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		134,472	-	134,472	162,219
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>162,625</u></u>	<u><u>-</u></u>	<u><u>162,625</u></u>	<u><u>134,472</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**BALANCE SHEET  
AT 31 JULY 2024**

	Note	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	2,987	-	2,987	6,739
<b>CURRENT ASSETS</b>					
Debtors		720	-	720	61,154
Prepayments and accrued income		2,397	-	2,397	1,496
Cash at bank and in hand		<u>161,481</u>	<u>-</u>	<u>161,481</u>	<u>114,629</u>
		164,598		164,598	177,279
<b>CREDITORS</b>					
Amounts falling due within one year	9	(4,960)	-	(4,960)	(49,546)
		<u>159,638</u>	<u>-</u>	<u>159,638</u>	<u>127,733</u>
<b>NET CURRENT ASSETS</b>					
		<u>162,625</u>	<u>-</u>	<u>162,625</u>	<u>134,472</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>162,625</u>	<u>-</u>	<u>162,625</u>	<u>134,472</u>
<b>NET ASSETS</b>					
		<u>162,625</u>	<u>-</u>	<u>162,625</u>	<u>134,472</u>
<b>FUNDS</b>					
	10				
Unrestricted funds				162,625	134,472
Restricted funds				<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>					
				<u>162,625</u>	<u>134,472</u>

The financial statements were approved by the Board of Trustees on 23 April 2025. and were signed on its behalf by:



Greg Kyle-Langley  
Chair of The Board of Trustees  
St. Cuthbert's Society JCR

23 April 2025

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charity Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable the income will be received and the amount can be measured reliably.

##### **Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation on fixtures, fittings and equipment is provided at 20% on cost in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds could be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds could only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Donations	5,231	19,209
Grants	<u>15,756</u>	<u>25,124</u>
	<u>20,987</u>	<u>44,333</u>

Included in grants is £15,756 received from Durham University (2023: £25,124).

#### 3. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Social events income	152,240	130,382
Levies	46,582	41,465
Facilities income	4,669	2,090
Sports and societies subscriptions income	12,397	39,783
	<u>215,888</u>	<u>213,720</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2024**

<b>4</b>	<b>INVESTMENT INCOME</b>	2024	2023
		£	£
	Bank interest received	<u>1,965</u>	<u>475</u>

**5A. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 5B)	Totals
	£	£	£
Costs of charitable activities	<u>208,059</u>	<u>2,628</u>	<u>210,687</u>

**5B. SUPPORT COSTS**

	Governance costs
	£
Costs of charitable activities	<u>2,628</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no Trustees' remuneration or other benefits for the year ended 31 July 2024 nor for the year ended 31 July 2023.

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2024	2023
Admin	1	1
Retail	-	-
	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2024**

**8. TANGIBLE FIXED ASSETS**

	Fixtures, fittings and equipment £
<b>COST</b>	
At 1 August 2023	27,786
Additions	<u>1,900</u>
At 31 July 2024	<u>29,686</u>
 <b>DEPRECIATION</b>	
At 1 August 2023	21,047
Charge for year	<u>5,652</u>
At 31 July 2024	<u>26,699</u>
 <b>NET BOOK VALUE</b>	
At 31 July 2024	<u>2,987</u>
At 31 July 2023	<u>6,739</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Trade creditors	-	44,614
Other creditors	<u>4,960</u>	<u>4,932</u>
	<u>4,960</u>	<u>49,546</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31 JULY 2024**

**10. MOVEMENT IN FUNDS**

	At 1.8.23 £	Net movement in funds £	At 31.7.24 £
<b>Unrestricted funds</b>			
General fund	134,472	28,153	162,625
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>134,472</u>	<u>28,153</u>	<u>162,625</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Part 1	<u>238,840</u>	<u>(210,687)</u>	<u>28,153</u>
<b>TOTAL FUNDS</b>	<u>238,840</u>	<u>(210,687)</u>	<u>28,153</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2024.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2024**

	2024 £	2023 £
<b>INCOMING RESOURCES</b>		
<b>Donations and grants</b>		
Donations	5,231	19,209
University grants	<u>15,756</u>	<u>25,124</u>
	20,987	44,333
<b>Other trading activities</b>		
Social events income	152,240	130,382
Levies	46,582	41,465
Facilities income	4,669	2,090
Sports, clubs and societies income	<u>12,397</u>	<u>39,783</u>
	<u>215,888</u>	<u>213,720</u>
<b>Investment income</b>		
Bank interest received	1,965	475
	<u>          </u>	<u>          </u>
<b>Total incoming resources</b>	238,840	258,528
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Sports, clubs and societies expenditure	23,922	25,212
Social events expenditure	136,992	159,678
Welfare	-	1,947
Administration expenditure including wages	22,185	63,283
Facilities expenditure	12,134	16,382
Committees and awards	5,247	3,223
Donations	1,837	8,593
Merchandise costs	-	-
Depreciation	5,652	5,557
Bank fees	<u>90</u>	<u>-</u>
	208,059	283,875
<b>Governance costs</b>		
Accountancy & Independent examination	<u>2,628</u>	<u>2,400</u>
	<u>          </u>	<u>          </u>
<b>Total resources expended</b>	210,687	286,275
	<u>          </u>	<u>          </u>
<b>Net incoming/(outgoing) resources</b>	<u><u>28,153</u></u>	<u><u>(27,747)</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

England & Wales - Charity number 1168134

---

# Accounts

---

**REGISTERED CHARITY NUMBER: 1168134**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 JULY 2023  
FOR  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

Ribchesters  
Chartered Accountants  
Finchale House, Belmont Business Park  
Durham City  
DH1 1TW

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2023**

	Page
Report of The Trustees	2-7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11-14
Detailed Statement of Financial Activities	15

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2023

The Trustees present their report with the financial statements of The Charity for the year ended to 31 July 2023. The Trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2019).

#### TERMINOLOGY

For the avoidance of doubt, please note that hereafter:

- “The JCR”, “The Charity” and “The CIO” all refer to St. Cuthbert’s Society Junior Common Room, Registered Charity Number: 1168134
- “The Society” and “St. Cuthbert’s Society” both refer to St Cuthbert’s Society as an institution in its entirety, encompassing both the college of Durham University of the same name and The JCR working together in tandem
- “College” refers to St Cuthbert’s Society as a constituent institution of Durham University
- “Student” refers to anyone who is a student at St. Cuthbert’s Society, a college of Durham University, whether or not they are formally an associate member of The JCR
- “The Trustees” and “The Board” both refer to The Board of Trustees of The Charity.
- “The University” refers to Durham University
- “The President of the Society” refers to the elected President of The JCR, a full time employee of The Charity
- “The FCO” refers to the elected Finance and Compliance Officer, a full time employee of The Charity
- “PGM” refers to Postgraduate and Mature Students, a section of students at St Cuthbert’s Society.

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

We provide social, cultural, sporting and recreational activities and forums for discussion and debate for the personal development of students. We are also committed to equality by pursuing equal opportunities and equal access policies to our student associate members in line with our democratic operation.

##### Significant activities

As always, The Society was committed to organising a wide range of inclusive social events, furthering the social education of students during the academic year 2022-2023.

We started the academic year with Fresher’s Week. We continued to run the anti-racism workshops that were introduced last year, as well as the usual consent workshops.

We faced some challenges during the week regarding accommodation allocations, and the way some events were run. We undertook extensive investigations into the issues raised, in conjunction with the College, and learned valuable lessons. These have led to changes in procedures - particularly in how accommodation is allocated.

We established a Cost of Living Working Group, that made recommendations to College and the University on how best to support students struggling financially. We implemented several of our own measures to alleviate the impact on students, such as extending our non-means tested participation fund.

Sadly the President of the Society stepped down from their role for personal reasons in December 2022. This meant the JCR Executive Committee needed to take on a significant amount of additional work for several months. This entailed a large amount of support to each other, and the wider student community, and I am deeply grateful to the Executive, and all our volunteers, for their hard work, commitment and resilience during this time.

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2023

The Board of Trustees held a number of meetings during this period, and decided initially to approach the candidate who came second in the 2022 Presidential Election to see if they would be interested in returning to our Society. We were delighted that Ben Thomas agreed. He was elected as President of the Society for the remainder of the Academic Year, joining in February 2023.

A new building at Parsons Field, the Tom Percival Annexe, was opened in January 2023. Although the Annexe was built by the University, it was agreed with College that we will have access to the space and be able to use it to carry out our activities. As a larger space it has given us greater potential to carry out academic events and showcase the music and theatre activities that we run.

Over the rest of the academic year we ran a number of successful events that brought students together. Our Outreach Committee ran a number of successful charity fundraising events. This included a 'Take Me Out' event, and a 24hr run in the summer. Our annual Murder Mystery Formal, organised by our PGM President in conjunction with their PGM Committee, had a team of 15 writers and actors who put on a well-attended and successful evening. Our largest in-College fundraising event, the Feast of St Cuthbert, was attended by over three-hundred students, and featured live music, inflatables, and a 3 course meal.

One of the bigger changes that was made towards the end of the financial year was the decision to remove our second employed position, the FCO. This role has been replaced with a volunteer student-role, that of the JCR Treasurer, with some of the FCO's responsibilities, especially around compliance, being given to the President of the Society.

In May we worked with Durham SU to launch a campus-wide campaign on Common Room financial sustainability, which culminated with a referendum that achieved 9% turnout and resounding support for more financial support from the University to our charity. That success was noted at Durham University Council, and conversations are still ongoing.

During exam season we ran our 'Stress Less' campaign, which involved a visit from a petting zoo, free ice-cream, a Eurovision watch party, and other wellbeing activities that allowed students to come together and relax during what can often be quite a stressful time of year.

Our annual Summer Ball was held at Hardwick Hall Hotel, which featured a three-course meal, fairground rides, entertainment, live music and DJs. Cuth's Day was held at 12 South Bailey, featuring free food, live music, entertainment and a silent disco. After some minor problems with the security company we had used for this event last year, we have now moved to using a different security company, and we had no similar problems this year. Both events were successful on the whole, and provided an excellent ending to the academic year.

After negotiations with College, we managed to secure what was formerly the gym at 8 South Bailey as a new office for the Executive Committee. This was completed in May and has thus far proved to be an extremely valuable asset, allowing the President and their Executive Committee to work together more collaboratively and work closely towards our development goals.

The JCR runs over 40 different sports clubs and societies which allow student associate members to try new sports or interests, thereby enriching their educational and cultural experience during their time at Durham University. We are committed to ensuring these opportunities are accessible to all. Sports and societies continued to have good engagement and participation. We operate on a 50:50 subsidy system, whereby half the cost of a student associate member taking part in a sport or society is covered by the individual, and half is covered by the JCR. This means that we can keep most sports and societies memberships below £15 for the year. Where membership of a sport or society costs over £20 per year, any additional cost over £20 is matched 1:3 by the JCR. This is reinforced by the JCR's Participation Fund, a non-means tested fund which any JCR member can apply to in order to receive up to £200 funding towards participation in a JCR or University sport or society. In June we held our Sports & Socs Formal, where we give out awards to recognise the contribution of volunteers who worked so hard to keep The Society operating throughout the year.

We maintained a good proportion of the services we typically offer, including peer welfare support for personal issues, sports teams and societies, gyms, library, and representation of student views to The University and beyond. The emphasis on these, as with all other activities of the JCR, is that of student leadership and ownership. Our student associate members are expected and encouraged to initiate, participate in, and lead our activities.

## **Public benefit**

We have adopted a strong democratic internal structure that places its operation securely in its student associate members' hands. This structure allows us to work for the public benefit. Our standpoints on equality and openness allow us to foster a culture of acceptance amongst student associate members, many of whom volunteer in some capacity for the benefit of others in The University or as part of The JCR, which allows us to be strong members of the local and academic community. We keep this public benefit in mind when organising large social events that are open to all members of the public and support the welfare of our students so they can continue to work at their studies and remain part of the community in Durham.

When we fund sports and societies this allows student associate members to try new sports or activities in which they would otherwise not have had the opportunity to participate. We have many over a hundred volunteer positions that are elected or appointed, allowing anyone to apply irrespective of previous experience, and enrich the community as well as benefit them individually.

We take no political stance other than to represent our student associate members in order to maintain an inclusionary policy. We operate library and gym facilities that can be accessed by our student associate members to enhance their educational or recreational activities.

From 1 April 2008, section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Charity Commission states that there are two principles to be met in order to show that an organisation's aims are for the public benefit: firstly, there must be an identifiable benefit or benefits and secondly that the benefit must be to the public or a section of the public. The Trustees confirm that they have complied with the duty to have due regard to The Charity Commissioner's guidance on public benefit.

## **FINANCIAL REVIEW**

As the financial statements below indicate, The Charity has a sound financial base. One of the aims of The Trustees is to secure the long-term future of The Charity by careful and prudent management of its assets. As of 31 July 2023 The Charity has net assets of £134,472.

Our reserves remain invested into low-risk savings accounts, so that we earn a small amount of interest and our cash does not depreciate sitting in a current account. The institutions we deposit with are covered by the Financial Services Compensation Scheme, and our deposits are below the per-institution cap for that scheme.

It is of course our intention to avoid running a deficit at all costs, and all current projections for the upcoming year show that we should end up in a healthier position.

## **RESERVES POLICY**

We aim to hold reserves at least equal to that of the Levy and the Composition Fee that we receive from Durham University, which helps us to ensure that we could continue to meet our financial commitments to the Sports and Societies and contractual obligations to our employees if we received no funding from The University and none was received from our student associate members. This currently equates to £66,000 (that is the £16,000 we expect as a university grant and the £50,000 we raise from student levies).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Throughout the period the organisation was controlled by its governing document - the St Cuthbert's Society JCR Constitution - adopted on 1 January 2016. The St Cuthbert's Society JCR Constitution required there to be a minimum of three external Trustees. The byelaws require there to be up to 7 external Trustees and up to 3 student Trustees, as well as the President of the Society and one other elected member from within the Executive Committee to sit on the Board with the specific aim of using this role to provide further diversity to the Board.

The external Trustees are appointed by interview, the student Trustees are appointed by election by The JCR student associate membership, other than the Executive Committee student Trustee who is elected from within the Executive Committee of the JCR. The term of Trustees is a maximum of 4 years for external Trustees and 1 year for student Trustees. External Trustees may serve a maximum of 2 terms. Student Trustees may serve a maximum of 2 terms.

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2023

#### **Induction and training of new Trustees**

Student Trustees are elected with a vote of student associate members following a general meeting. The Executive Committee student Trustee is elected to their Executive Committee role following a general meeting, and then elected to the Board of Trustees once the Executive Committee is called to meet. External Trustees are voted upon in general meetings of the Trustee Board, holding their position for up to four years. Trustees are given in-house training on their responsibilities as well as the governing structure of Cuth's JCR. Training is delivered by the Chair of Trustees, in collaboration with The President of the Society and Student Trustees. The day-to-day management of The Charity is undertaken by The JCR Executive Committee, chaired by The President of the Society.

#### **Organisational structure**

The JCR elects student associate members to serve on The JCR Executive Committee, which acts as a Management Committee. The JCR Executive meets at least thrice-termly and there are various additional committees, including those responsible for overseeing or managing matters related to finance, music facilities, governance, outreach and welfare etc. All major financial decisions must be ratified by a JCR General Meeting, open to all student associate members, with the majority of policy, planning, and strategic decisions being reported on or ratified in JCR Meetings. The largest financial decisions must be referred to, and approved by, the Board before the charity is committed. Prior to this, such matters will have been discussed by The JCR Executive who may seek guidance from The Trustees where appropriate. Minutes of Executive and General Meetings of the JCR are freely available on our website. Operational decisions on a day-to-day basis are made by the appropriate people who have responsibility for their areas of activity.

#### **Related parties**

The Society elects a member to sit on Durham SU Assembly, their major policy-making body. The Durham SU also provides wider representation for student associate members to the University, and offers guidance and support to the JCR.

The JCR is partnered with St. Cuthbert's Society, one of Durham University's colleges, both of which provide space and facilities to student associate members. We partner with The University on the organisation of certain activities and events, such as post-offer open days, and academic and social events. We accept funding from Durham University, based on the number of students within St Cuthbert's Society. We have strong links with St Cuthbert's Society Senior Common Room, The Fellows of St Cuthbert's Society and St. Cuthbert's Association (an organisation for alumni of St Cuthbert's Society).

The JCR is a member of NCVO (The National Council for Voluntary Organisations).

#### **Risk management**

The Trustees have a duty to identify and review the risks to which The Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We have also rewritten and updated our Business Continuity Plan, as well as our process for reviewing policies to ensure that they are updated on a regular basis.

We work with Durham University as a health and safety business partner, complying with relevant University regulations to collaboratively safeguard our student associate members and manage reputational risk.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 JULY 2023**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1168134

**Principal address**

Durham University  
St. Cuthbert Society  
12 South Bailey  
Durham  
Co. Durham  
DH1 3EE

**Trustees 2022-2023**

(\* indicates student Trustees)

Thomas Fletcher-Manuel (Chair)	March 2020 – March 2023 (elected Chair July 2021)
Gregory Kyle-Langley (Chair)	January 2022 – present (elected Chair March 2023)
Kirstin McCann (President)	August 2022 – December 2023
Benjamin James Thomas (President)	February 2023 – present
Chiedza Mhondoro	September 2020 – present
Gareth Davies	January 2022 – November 2022
Thomas Francis Coker	September 2022 – present
Anthony Charlton	November 2022 – present
Rebecca Malczewski	November 2022 – present
Karri Kasperu Vuori	November 2022 – present
Joseph Verdin*	August 2022 – July 2023
Cameron Frazer*	August 2022 – present
Samuel James Bache*	August 2022 – present
MK Aaroey*	September 2022 – July 2023
Benjamin Walton	December 2023 – present
Jack Simmonds*	July 2023 – present

**Independent examiner**

Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

## **ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2023**

#### **FUTURE DEVELOPMENTS**

We continue to work closely with our fellow independent common rooms to engage with the University in a productive way. We have plans to deepen links with those other common rooms at Board level to improve efficiency and effectiveness - particularly considering whether a shared services model could be established.

The Board is working more closely with the Alumni Association and the Development Officer to improve engagement with Alumni, and is building a strategy to raise significant funds to further our charitable aims. We continue to receive support from an alumnus to support our Music Room, and the performance of live music at the Society, and are keen to find further interested donors.

The Board is further focused on moving the organisation into a more financially sustainable position, after some years of deficit following the pandemic. This will be a top priority for the Academic Year 23/24.

Last year's report said we would work on reducing turnover of external trustees, and I'm pleased to say that we are in a better position here now, with more stability. We continue to pay close attention to the diversity of our Board, particularly that of external trustees, in terms of gender, race, experiences, professional expertise, amongst other areas.

We all aim to run St Cuthbert's Society JCR well, and to hand it on to those that follow us in a better condition than we found it.

#### **ON BEHALF OF THE BOARD OF TRUSTEES:**



Greg Kyle-Langley  
Chair of The Board of Trustees  
St. Cuthbert's Society JCR

3 May 2024

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**Independent examiners report to The Trustees of St Cuthbert's Society Junior Common Room**

I report to The Charity Trustees on my examination of the accounts of St Cuthbert's Society Junior Common Room for the year ended 31 July 2023.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I can confirm that I am qualified to undertake the examination because I am a registered member of the ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.



Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

7 May  
~~XX April 2024~~

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2023**

	Note	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	2	44,333	-	44,333	34,235
Other trading activities	3	213,720	-	213,720	196,558
Investment income	4	<u>475</u>	<u>-</u>	<u>475</u>	<u>793</u>
<b>Total incoming resources</b>		258,528	-	258,528	231,586
<b>EXPENDITURE ON:</b>					
Raising funds		-	-	-	-
<b>Charitable activities</b>					
Costs of charitable activities	5A	<u>286,275</u>	<u>-</u>	<u>286,275</u>	<u>275,983</u>
<b>Total resources expended</b>		<u>286,275</u>	<u>-</u>	<u>286,275</u>	<u>275,983</u>
<b>NET INCOME/(EXPENDITURE)</b>		(27,747)	-	(27,747)	(44,397)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		162,219	-	162,219	206,616
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>134,472</u></u>	<u><u>-</u></u>	<u><u>134,472</u></u>	<u><u>162,219</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**BALANCE SHEET  
AT 31 JULY 2023**

	Note	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	6,739	-	6,739	12,297
<b>CURRENT ASSETS</b>					
Debtors		61,154	-	61,154	12,342
Prepayments and accrued income		1,496	-	1,496	1,972
Cash at bank and in hand		<u>114,629</u>	<u>-</u>	<u>114,629</u>	<u>184,293</u>
		177,279		177,279	198,607
<b>CREDITORS</b>					
Amounts falling due within one year	9	(49,546)	-	(49,546)	(48,685)
		<u>127,733</u>	<u>-</u>	<u>127,733</u>	<u>149,922</u>
<b>NET CURRENT ASSETS</b>					
		<u>127,733</u>	<u>-</u>	<u>127,733</u>	<u>149,922</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>134,472</u>	<u>-</u>	<u>134,472</u>	<u>162,219</u>
<b>NET ASSETS</b>					
		<u>134,472</u>	<u>-</u>	<u>134,472</u>	<u>162,219</u>
<b>FUNDS</b>	10				
Unrestricted funds				134,472	162,219
Restricted funds				<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>				<u>134,472</u>	<u>162,219</u>

The financial statements were approved by the Board of Trustees on ~~3 May 2024~~ 3 May 2024 ..... and were signed on its behalf by:



Greg Kyle-Langley  
Chair of The Board of Trustees  
St. Cuthbert's Society JCR

3 May 2024

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2023

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charity Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable the income will be received and the amount can be measured reliably.

##### **Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation on fixtures, fittings and equipment is provided at 20% on cost in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds could be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds could only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	19,209	18,329
Grants	<u>25,124</u>	<u>15,906</u>
	<u>44,333</u>	<u>34,235</u>

Included in grants is £25,124 received from Durham University (2022: £15,906).

#### 3. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Social events income	130,382	120,821
Levies	41,465	47,866
Facilities income	2,090	1,393
Sports and societies subscriptions income	39,783	26,478
	<u>213,720</u>	<u>196,558</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2023**

<b>4</b>	<b>INVESTMENT INCOME</b>	2023	2022
		£	£
	Bank interest received	<u>475</u>	<u>793</u>

**5A. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 5B)	Totals
	£	£	£
Costs of charitable activities	<u>283,875</u>	<u>2,400</u>	<u>286,275</u>

See detailed statements of financial activities.

**5B. SUPPORT COSTS**

	Governance costs
	£
Costs of charitable activities	<u>2,400</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no Trustees' remuneration or other benefits for the year ended 31 July 2023 nor for the year ended 31 July 2022.

Trustees were reimbursed expenditure for attendance at meetings during the year amounting to £Nil (2022: £139).

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2023	2022
Admin	2	2
Retail	<u>-</u>	<u>-</u>
	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2023**

**8. TANGIBLE FIXED ASSETS**

	Fixtures, fittings and equipment £
<b>COST</b>	
At 1 August 2022	27,786
Additions	<u>          -</u>
At 31 July 2023	<u>27,786</u>
 <b>DEPRECIATION</b>	
At 1 August 2022	15,489
Charge for year	<u>5,558</u>
At 31 July 2023	<u>21,047</u>
 <b>NET BOOK VALUE</b>	
At 31 July 2023	<u>6,739</u>
At 31 July 2022	<u>12,297</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Trade creditors	44,614	-
Other creditors	<u>4,932</u>	<u>48,685</u>
	<u>49,546</u>	<u>48,685</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2023**

**10. MOVEMENT IN FUNDS**

	At 1.8.22 £	Net movement in funds £	At 31.7.23 £
<b>Unrestricted funds</b>			
General fund	162,219	(27,747)	134,472
	<u>          </u>	<u>          </u>	<u>          </u>
<b>TOTAL FUNDS</b>	<u>162,219</u>	<u>(27,747)</u>	<u>134,472</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Part 1	<u>258,528</u>	<u>(286,275)</u>	<u>(27,747)</u>
<b>TOTAL FUNDS</b>	<u>258,528</u>	<u>(286,275)</u>	<u>(27,747)</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2023.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2023**

	2023 £	2022 £
<b>INCOMING RESOURCES</b>		
<b>Donations and grants</b>		
Donations	19,209	18,329
University grants	<u>25,124</u>	<u>15,906</u>
	44,333	34,235
<b>Other trading activities</b>		
Social events income	130,382	120,821
Levies	41,465	47,866
Facilities income	2,090	1,393
Sports, clubs and societies income	<u>39,783</u>	<u>26,478</u>
	<u>213,720</u>	<u>196,558</u>
<b>Investment income</b>		
Bank interest received	475	793
	<u>          </u>	<u>          </u>
<b>Total incoming resources</b>	258,528	231,586
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Sports, clubs and societies expenditure	25,212	11,604
Social events expenditure	159,678	188,722
Welfare	1,947	1,070
Administration expenditure including wages	63,283	46,895
Facilities expenditure	16,382	6,361
Committees and awards	3,223	7,562
Donations	8,593	5,877
Merchandise costs	-	-
Depreciation	5,557	5,557
Bad debts	-	325
	283,875	273,973
<b>Governance costs</b>		
Accountancy & Independent examination	<u>2,400</u>	<u>2,010</u>
<b>Total resources expended</b>	286,275	275,983
	<u>          </u>	<u>          </u>
<b>Net incoming/(outgoing) resources</b>	<u><u>(27,747)</u></u>	<u><u>(44,397)</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

England & Wales - Charity number 1168134

---

# Accounts

---

**REGISTERED CHARITY NUMBER: 1168134**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 JULY 2022  
FOR  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

Ribchesters  
Chartered Accountants  
Finchale House, Belmont Business Park  
Durham City  
DH1 1TW

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2022**

	Page
Report of The Trustees	1-9
Independent Examiner's Report	10
Statement of Financial Activities	11
Balance Sheet	12
Notes to the Financial Statements	13-16
Detailed Statement of Financial Activities	17

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2022

The Trustees present their report with the financial statements of The Charity for the year ended to 31 July 2022. The Trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2019).

#### TERMINOLOGY

For the avoidance of doubt, please note that hereafter:

- “The JCR”, “The Charity” and “The CIO” all refer to St. Cuthbert’s Society Junior Common Room, Registered Charity Number: 1168134
- “The Society” and “St. Cuthbert’s Society” both refer to St Cuthbert’s Society as an institution in its entirety, encompassing both the college of Durham University of the same name and The JCR working together in tandem
- “Student” refers to anyone who is a student at St. Cuthbert’s Society, a college of Durham University, whether or not they are formally an associate member of The JCR
- “The Trustees” and “The Board” both refer to The Board of Trustees of The Charity.
- “The University” refers to Durham University
- “The President of the Society” refers to the elected President of The JCR, a full time employee of The Charity
- “The FCO” refers to the elected Finance and Compliance Officer, a full time employee of The Charity

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

We provide social, cultural, sporting and recreational activities and forums for discussion and debate for the personal development of students. We are also committed to equality by pursuing equal opportunities and equal access policies to our student associate members in line with our democratic operation.

##### Significant activities

As always, The Society was committed to organising a wide range of inclusive social events, furthering the social education of students during the academic year 2021-2022. Following the pandemic, filling in the gaps in institutional knowledge amongst both Officers and the membership, reestablishing the regular schedule of events and requirements of Officers, and ensuring the stability of our finances and governance after an uncertain period were the priority. But the year has also been one of agenda setting, with changes in college leadership and the “blank slate” provided by the pandemic, meaning that we are now poised to be able to pursue major projects, some of which are already in motion.

We started the academic year with Fresher’s Week, which was still hampered by the effects of the Covid restrictions enforced by the University, with a requirement for negative Covid Lateral Flow Test results from Durham University in order to participate in JCR events. These restrictions led to significant disruption to JCR and College activities. For example, many students were unable to attend their Matriculation Ceremony (held on the Racecourse rather than the Cathedral) as a result of being unable to get a University Lateral Flow Test before the event began in the morning. This led to frustration amongst some Freshers’, although this was directed away from the JCR, and to College and the University who were responsible for communicating the restriction requirements.

A number of Freshers were temporarily housed in accommodation further away from the central hub of Cuth’s JCR on the Bailey, in Teikyo Halls, while Houses 26 and 27 on the North Bailey underwent refurbishment. Work was due to be completed on this by December 2021, but due to delays students did not move into Houses 26 and 27 until May 2022. Nonetheless, the students there integrated well into the JCR and continued to attend events as normal. Concerns were also raised throughout the week about spiking, as there were several incidents reported across the University - however, to our knowledge, none of the victims were Cuth’s students during Freshers’ Week. Nonetheless the week was still a large success overall, and was received well with good participation and attendance, as well as a secure programme to educate and induct new students into the JCR. We continued to run the anti-racism workshops that were introduced last year, as well as the usual consent workshops.

Formal dinners were also restricted in Michaelmas term, due to problems with both catering and Covid restrictions. These

returned in the Epiphany and Easter terms, and the JCR has, for the first time in a while, begun to take the lead in running some of these formals. These include a number of very successful formals, such as the St Patrick's Day Formal and our Pride Formal.

Building work still ongoing at Parsons Field affected students living in Brooks House, so those students are receiving a £500 discount to mitigate the effects of construction work, paid for by the College.

Over Michaelmas, we ran a number of well-attended events, such as an Oktoberfest event in collaboration with the College Bar, our annual 12 Days of Outreach Christmas fundraising event, and a Christmas pantomime. Our annual Michaelmas Ball was also a fantastic success, and received some subsidy after approval at a JCR Meeting to ensure it was as accessible as possible. The Feast of St Cuthbert took place in February, and despite working out well, we did unfortunately face challenges regarding the College Bar, which took up JCR employees' time despite the Bar not being under our remit. After this event, by April we gained agreement from the College that (in a once long-standing arrangement) the JCR would receive one-third of the profits of the bar in each year, and that is hoped to be implemented soon. Capacity was limited during that event as a result of the University's Covid restrictions, however these restrictions were dropped shortly after this event.

Over the rest of the academic year, we ran a number of other successful events such as our Murder Mystery Formal, run annually by the Postgraduate and Mature Student's President, and a Eurovision night in the Bar in May. The annual Summer Ball was held at Derwent Manor Hotel, which was a success and featured multiple forms of entertainment, within budget. Cuth's Day was also well received and attended, with live music and a silent disco. We experienced a number of operational problems with the security company that we used, Cerberus, so we have decided not to use them going forward, and received a partial refund due to their poor performance.

The JCR runs over 40 different sports clubs and societies which allow student associate members to try new sports or interests, thereby enriching their educational and cultural experience during their time at Durham University. We are committed to ensuring these opportunities are accessible to all. 2021-2022 saw the founding of several new student societies, including a Music Appreciation Society, and a Crocheting Society. Other sports and societies continued to have good engagement and participation. We operate on a 50:50 subsidy system, whereby half the cost of a student associate member taking part in a sport or society is covered by the individual, and half is covered by The JCR. This means that we can keep most sports and societies memberships below £15 for the year. Where membership of a sport or society costs over £20 per year, any additional cost over £20 is matched 1:3 by the JCR. This is reinforced by the JCR's Participation Fund, a non-means tested fund which any JCR member can apply to in order to receive up to £200 funding towards participation in a JCR or University sport or society. In June we held our Sports & Socs Formal, where we give out awards to recognise the contribution of volunteers who worked so hard to keep The Society operating throughout the year.

In February 2022 we worked with College on a 'Cuth's Tiger's Lair' - a College fund to encourage improvement in the wider student experience, to which any student could apply for £2,000 of the fund's money. Several Cuth's JCR members won and had projects chosen for investment to better the services the JCR provides, from the Boat Club to Welfare.

JCR Committees continued to operate throughout the year 2021-2022 and had fantastic success in engaging new and existing student associate members, which has been put down partly due to the 'Covid bounceback'. The JCR received £500 in funding from the University's Ring-Fenced Carbon Budget to invest in the Bailey Wardrobe, an inter-JCR scheme whereby members of Cuth's can borrow clothing for formals and balls. Our Welfare Committee was instrumental in supporting students by signposting them to sources of support for their mental and physical wellbeing. Our Welfare Campaigns Committee ran campaigns such as the Sexual Health Awareness and Guidance Week, and our exam-season 'Stress Less' campaign. JCR Welfare Officers continued offering weekly drop-ins virtually and in-person. Communities Committee successfully pushed College to establish an Equality, Diversity and Inclusion (EDI) Committee which has given the JCR a more powerful voice and direct link to college on EDI matters.

Following on from work that began last year after a democratic mandate achieved by the JCR to push for a renewed approach by the University towards student drug use, the University has shown movement on its approach to the usage of drugs, in line with the wishes of the broader JCR membership. College have also worked with us and SSDP (Students For a Sensible Drug Policy) to investigate how a non-zero tolerance approach to drug use could work in practice.

We have also begun to make headway with bettering our relations with our Alumni Association, and with a new Association Chair we have also created a new Executive Committee role, the Development Officer, who deals with alumni relations.

We received £5,000 from College to upgrade the Junior Common Room (a social and event space managed by the JCR at 12 South Bailey) with new furniture, which was renovated in June 2022. A new Executive Committee Office is planned to be moved into what was the House 8 gym. We have also agreed with College to renovate the Society Library, which College are matching 4:1 - we expect to invest about £1,000 in this project.

We maintained a good proportion of the services we typically offer, including peer welfare support for personal issues,

sports teams and societies, gyms, library, IT provision and representation of student views to The University and beyond. The emphasis on these, as with all other activities of The JCR, is that of student leadership and ownership. Our student associate members are expected and encouraged to initiate, participate in, and lead our activities.

### **Public benefit**

We have adopted a strong democratic constitution that places its operation securely in its student associate members' hands. This structure allows us to work for the public benefit. Our standpoints on equality and openness allow us to foster a culture of acceptance amongst student associate members, many of whom volunteer in some capacity for the benefit of others in The University or as part of The JCR, which allows us to be strong members of the local and academic community. We keep this public benefit in mind when organising large social events that are open to all members of the public, and support the welfare of our students so they can continue to work at their studies and remain part of the community in Durham.

When we fund sports and societies this allows student associate members to try new sports or activities in which they would otherwise not have had the opportunity to participate. We have many (over 200) volunteer positions that are elected or appointed, allowing anyone to apply irrespective of previous experience, and enrich the community as well as benefit them individually.

We take no political stance other than to represent our student associate members in order to maintain an inclusionary policy. We operate library and gym facilities that can be accessed by our student associate members to enhance their educational or recreational activities.

From 1 April 2008, section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Charity Commission states that there are two principles to be met in order to show that an organisation's aims are for the public benefit: firstly, there must be an identifiable benefit or benefits and secondly that the benefit must be to the public or a section of the public. The Trustees confirm that they have complied with the duty to have due regard to The Charity Commissioner's guidance on public benefit.

## **FINANCIAL REVIEW**

As the financial statements below indicate, The Charity has a sound financial base. One of the aims of The Trustees is to secure the long-term future of The Charity by careful and prudent management of its assets. As of 31 July 2021 The Charity has net assets of £

In June 2021, our Summer Ball with Hardwick Hall Hotel was cancelled with less than 24 hours' notice, after Durham University and the Local Authority deemed it too risky to proceed. As it was cancelled by the CIO, on instruction by the University and Local Authority, the usual force majeure clause did not apply. In collaboration with the University this year we managed to recoup some of our losses, but not all of them. The University agreed to give us £5,000, and Hardwick gave us a partial refund as well.

Our reserves remain invested into two different, low-risk savings accounts, so that we earn a small amount of interest and our cash does not depreciate sitting in a current account. Both institutions we deposit with are covered by the Financial Services Compensation Scheme, and our deposits are below the per-institution cap for that scheme.

It is of course our intention to avoid running a deficit at all costs, and all current projections for the upcoming year show we should end up in a healthier position.

## **RESERVES POLICY**

We aim to hold reserves almost equal to that of the Levy and The University Grant ensuring that we could continue to meet our financial commitments to the Sports and Societies and contractual obligations to our employees if we received no funding from The University and none was donated by our student associate members. This currently equates to £75,000 (that is the £15,000 we expect as a university grant and the £60,000 we raise from student levies)

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Throughout the period the organisation was controlled by its governing document - the St Cuthbert's Society JCR Constitution - adopted on 1 January 2016. The St Cuthbert's Society JCR Constitution required there to be a minimum of three external Trustees. The byelaws required there to be up to 6 external Trustees and up to 3 student Trustees, as well as the President of the Society. The byelaws were updated in July 2022 to include one additional external Trustee, taking the number of external Trustees to 7, as well as one elected member of the Executive Committee to be elected from within the Executive Committee to sit on the Board of Trustees as a student Trustee, with the specific aim of using this role to provide further diversity to the Board.

The external Trustees are appointed by interview, the student Trustees are appointed by election by The JCR student associate membership, other than the Executive Committee student Trustee who is elected from within the Executive Committee of the JCR. The term of Trustees is a maximum of 4 years for external Trustees and 1 year for student Trustees. External Trustees may serve a maximum of 2 terms. Student Trustees may serve a maximum of 2 terms.

### **Induction and training of new Trustees**

Student Trustees are elected with a vote of student associate members following a general meeting. The Executive Committee student Trustee is elected to their Executive Committee role following a general meeting, and then elected to the Board of Trustees once the Executive Committee is called to meet. External Trustees are voted upon in general meetings of the Trustee Board, holding their position for up to four years. Trustees are given in-house training on their responsibilities as well as the governing structure of Cuth's JCR. Training is delivered by the Chair of Trustees, in collaboration with The President of the Society and Student Trustees. The day-to-day management of The Charity is undertaken by The JCR Executive Committee, chaired by The President of the Society.

### **Organisational structure**

The JCR elects student associate members to serve on The JCR Executive Committee, which acts as a Management Committee. The JCR Executive meets at least thrice-termly and there are various additional committees, including those responsible for overseeing or managing matters related to finance, music facilities, governance, outreach and welfare etc. All major financial decisions must be ratified by a JCR General Meeting, open to all student associate members, with the majority of policy, planning, and strategic decisions being reported on or ratified in JCR Meetings. The largest financial decisions must be referred to, and approved by, the Board before the charity is committed. Prior to this, such matters will have been discussed by The JCR Executive who may seek guidance from The Trustees where appropriate. Minutes of all these meetings are publicly available on The JCR's website. Operational decisions on a day-to-day basis are made by the appropriate people who have responsibility for their areas of activity.

### **Related parties**

The JCR is a member of the Durham Students Union and consequently the National Union of Students, both of which provide wider representation for student associate members, and also offer guidance and support.

The JCR is partnered with St. Cuthbert's Society, one of Durham University's colleges, both of which provide space and facilities to student associate members. We partner with The University on the organisation of certain activities and events, such as post-offer open days, and academic and social events. We accept funding from Durham University, based on the number of students within St Cuthbert's Society. We have strong links with St Cuthbert's Society Senior Common Room, The Fellows of St Cuthbert's Society and St. Cuthbert's Association (an organisation for alumni of St Cuthbert's Society).

### **Risk management**

The Trustees have a duty to identify and review the risks to which The Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

We have also rewritten and updated our Business Continuity Plan, as well as our process for reviewing policies to ensure that they are updated on a regular basis.

We work with Durham University as a health and safety business partner, complying with relevant University regulations to collaboratively safeguard our student student associate members and manage reputational risk

## REFERENCE AND ADMINISTRATIVE DETAILS

### Registered Charity number

1168134

### Principal address

Durham University  
St. Cuthbert Society  
12 South Bailey  
Durham  
Co. Durham  
DH1 3EE

### Trustees 2021-2022

(\* indicates student Trustees)

Thomas Fletcher-Manuel (Chair)	March 2020 – present (elected Chair July 2021)
Alfred Whillis (President)	August 2021 – July 2022
Sean Barnett	May 2019 – October 2021
Serge Chapman	April 2020 - November 2021
Stephanie Root	April 2021 - February 2022
Glenn Holmwood	September 2020 – May 2022
Chiedza Mhondoro	September 2020 – present
Gareth Davies	January 2022 – present
Gregory Kyle-Langley	January 2022 – present
Benjamin Thomas*	August 2021 – July 2022
Keely Brown*	August 2021 – July 2022
Neave Taylor*	August 2021 – July 2022

### Independent examiner

Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

## **FUTURE DEVELOPMENTS**

Continuing our engagement with University-wide issues, most notably reform of the Durham Students' Union's democratic structures, efforts to tackle exclusionary elements of Durham's culture, and the push for better JCR representation within higher university bodies, all remain high priorities. We hope to continue to work with College's EDI Committee and our Communities Committee to improve our work to tackle issues faced by Durham's marginalised communities; cementing and perhaps standardising anti-racist training both within The Society and other JCRs will be a focus, given the turnover of students involved with the project. In the wake of some genuine reconciliation following issues regarding the Students Union in previous years, the possibility for collaboration between the Durham Student's Union and JCRs to address the issue of JCR representation within The University is now more possible than ever.

With a new Principal of Cuth's, Professor Tammi Walker, we have been able to somewhat reevaluate our approach to college and Durham University, and there is potential in the future for this relationship to continue to be explored and enhanced as we move forward. next year.

We continue our focus in this coming year on the spaces our student associate members have to use within The Society. A brand-new building within the Brooks House halls of residence, due to be completed by the end of 2022 presents an opportunity to both enhance the student experience of those living at our Parsons Field site and to improve JCR operations, in particular with the expansion of our gym facilities, which are currently housed in two less than satisfactory sites.

Progress has also been made with regards to the JCR's use of space at the Bailey site, with a new dedicated storage facility, as well as an Executive Office for use solely by the JCR.

Increasing JCR engagement with alumni to fundraise for expansion of our facilities has been strongly encouraged by college staff and, indeed, is an ongoing priority for The JCR regardless; changes of leadership within the Alumni Association have presented fresh opportunities for collaboration to be pursued this year. We are already delighted to receive an annual donation from a St Cuthbert's Society alumnus to fund the ongoing maintenance and development of our Music Room facility, and we are keen to identify other similar sources of alumni income to help support the student experience.

The increasing number of JCRs "going independent" - registering as CIOs - provides a great opportunity for collaboration and sharing best practice. St Cuthbert's Society JCR has very much led the way as one of the first JCRs to incorporate as a charity, and we look forward to supporting other JCRs as they embark on this transition.


An obvious area for improvement by The Board would be reduction of Trustee turnover. While it is unavoidable that our student Trustee cohort turns over each academic year, it will be essential to our ability to plan effectively and develop a long-term strategy for The Charity that we reduce turnover within the External Trustees, which of late has become far too high. The pandemic has certainly taken its toll on several of our Trustees and others have perhaps underestimated the commitment required. In the coming year we will focus on recruiting External Trustees more effectively, clearly advertising what is required and setting expectations transparently during the recruitment process.

Moreover, we are highly focussed on further enhancing the diversity of the Board of Trustees, ensuring that we have representation of a broader range of demographics to mirror those which make up the body of student associate members of the JCR. We are committed to exploring new sources of talent for our external trustees, while simultaneously doing all we can to encourage as diverse a cohort of student associate members as possible to run for election to student trustee positions.

We are excited to begin the development of a longer-term strategy for The Charity, to determine our direction of travel for the coming years. One core part of this exercise will be a re-evaluation of our finances and investment strategy, to ensure we are maximising the available returns on any reserves we have in an effective way which improves our earnings potential in comparison to our current savings account, while simultaneously carefully balancing the risk profile of any investment strategy we may decide to pursue.

It is also important to acknowledge the issues that are most important to students, particularly those who are under-represented within The University. We must redouble our efforts to combat all forms of discrimination and inequality of opportunity within our student associate membership and the wider community, and continue striving to create a truly inclusive environment in The Society. We are extremely aware that issues of racism, xenophobia, sexism, homophobia, transphobia and other forms of discrimination are an ever-present threat to the wellbeing of many students.

**ON BEHALF OF THE BOARD OF TRUSTEES:**

A handwritten signature in black ink, appearing to read 'Greg Kyle-Langley', written in a cursive style.

Greg Kyle-Langley  
Chair of The Board of Trustees  
St. Cuthbert's Society JCR

15 May 2023

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**Independent examiners report to The Trustees of St Cuthbert's Society Junior Common Room**

I report to The Charity Trustees on my examination of the accounts of St Cuthbert's Society Junior Common Room for the year ended 31 July 2022.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I can confirm that I am qualified to undertake the examination because I am a registered member of the ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.



Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

16 May 2023

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2022**

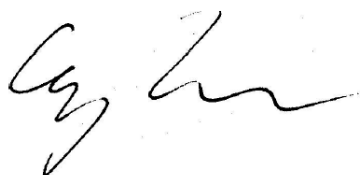
	Note	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	2	34,235	-	34,235	22,750
Other trading activities	3	196,558	-	196,558	87,600
Investment income	4	<u>793</u>	<u>-</u>	<u>793</u>	<u>1,607</u>
<b>Total incoming resources</b>		231,586	-	231,586	111,957
<b>EXPENDITURE ON:</b>					
Raising funds		-	-	-	-
<b>Charitable activities</b>					
Costs of charitable activities	5A	<u>275,983</u>	<u>-</u>	<u>275,983</u>	<u>153,868</u>
<b>Total resources expended</b>		<u>275,983</u>	<u>-</u>	<u>275,983</u>	<u>153,868</u>
<b>NET INCOME/(EXPENDITURE)</b>		(44,397)	-	(44,397)	(41,911)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		206,616	-	206,616	248,527
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>162,219</u></u>	<u><u>-</u></u>	<u><u>162,219</u></u>	<u><u>206,616</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**BALANCE SHEET  
AT 31 JULY 2022**

	Note	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	12,297	-	12,297	17,854
<b>CURRENT ASSETS</b>					
Debtors		12,342	-	12,342	40,155
Prepayments and accrued income		1,972	-	1,972	1,972
Cash at bank and in hand		<u>184,293</u>	<u>-</u>	<u>184,293</u>	<u>160,344</u>
		198,607		198,607	202,471
<b>CREDITORS</b>					
Amounts falling due within one year	9	(48,685)	-	(48,685)	(13,709)
		<u>149,922</u>	<u>-</u>	<u>149,922</u>	<u>188,762</u>
<b>NET CURRENT ASSETS</b>					
		<u>149,922</u>	<u>-</u>	<u>149,922</u>	<u>188,762</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>162,219</u>	<u>-</u>	<u>162,219</u>	<u>206,616</u>
<b>NET ASSETS</b>					
		<u>162,219</u>	<u>-</u>	<u>162,219</u>	<u>206,616</u>
<b>FUNDS</b>					
	10				
Unrestricted funds				162,219	206,616
Restricted funds				<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>					
				<u>162,219</u>	<u>206,616</u>

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:



Gregory Kyle-Langley  
Chair of the Board of Trustees  
St. Cuthbert's Society JCR

15 May 2023

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2022

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charity Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable the income will be received and the amount can be measured reliably.

##### **Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation on fixtures, fittings and equipment is provided at 20% on cost in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds could be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds could only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Donations	18,329	2,615
Grants	<u>15,906</u>	<u>20,135</u>
	<u>34,235</u>	<u>22,750</u>

Included in grants is £15,906 received from Durham University (2021: £20,135).

#### 3. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Social events income	120,821	46,388
Levies	47,866	40,419
Facilities income	1,393	793
Sports and societies subscriptions income	26,478	-
	<u>196,558</u>	<u>87,600</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2022**

<b>4</b>	<b>INVESTMENT INCOME</b>	2022	2021
		£	£
	Bank interest received	<u>793</u>	<u>1,607</u>

**5A. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 5B)	Totals
	£	£	£
Costs of charitable activities	<u>273,973</u>	<u>2,010</u>	<u>275,983</u>

**5B. SUPPORT COSTS**

	Governance costs
	£
Costs of charitable activities	<u>2,010</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no Trustees' remuneration or other benefits for the year ended 31 July 2022 nor for the year ended 31 July 2021.

Trustees were reimbursed expenditure for attendance at meetings during the year amounting to £139 (2021: £nil).

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2022	2021
Admin	1	1
Retail	<u>-</u>	<u>-</u>
	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2022**

<b>8.</b>	<b>TANGIBLE FIXED ASSETS</b>	Fixtures, fittings and equipment £	
	<b>COST</b>		
	At 1 August 2021	27,786	
	Additions	<u>-</u>	
	At 31 July 2022	<u>27,786</u>	
	<b>DEPRECIATION</b>		
	At 1 August 2021	9,932	
	Charge for year	<u>5,557</u>	
	At 31 July 2021	<u>15,489</u>	
	<b>NET BOOK VALUE</b>		
	At 31 July 2022	<u>12,297</u>	
	At 31 July 2021	<u>17,854</u>	
<b>9.</b>	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	2022 £	2021 £
	Trade creditors	-	-
	Other creditors	<u>48,685</u>	<u>2,010</u>
		<u>48,685</u>	<u>2,010</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2022**

**10. MOVEMENT IN FUNDS**

	At 1.8.21 £	Net movement in funds £	At 31.7.22 £
<b>Unrestricted funds</b>			
General fund	206,616	(44,397)	162,219
	—————	—————	—————
<b>TOTAL FUNDS</b>	<u>206,616</u>	<u>(44,397)</u>	<u>162,219</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Part 1	231,586	(275,983)	(44,397)
Part 2	-	-	-
	—————	—————	—————
<b>TOTAL FUNDS</b>	<u>231,586</u>	<u>(275,983)</u>	<u>(44,397)</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2022.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2022**

	2022 £	2021 £
<b>INCOMING RESOURCES</b>		
<b>Donations and grants</b>		
Donations	18,329	2,615
University grants	<u>15,906</u>	<u>20,135</u>
	34,235	22,750
<b>Other trading activities</b>		
Social events income	120,821	46,388
Levies	47,866	40,419
Facilities income	1,393	793
Sports, clubs and societies income	<u>26,478</u>	<u>-</u>
	<u>196,558</u>	<u>87,600</u>
<b>Investment income</b>		
Bank interest received	793	1,607
	<u>793</u>	<u>1,607</u>
<b>Total incoming resources</b>	231,586	111,957
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Sports, clubs and societies expenditure	11,604	11,996
Social events expenditure	188,722	80,679
Welfare	1,070	1,405
Administration expenditure including wages	46,895	43,978
Facilities expenditure	6,361	2,929
Committees and awards	7,562	1,359
Donations	5,877	-
Merchandise costs	-	4,195
Depreciation	5,557	5,557
Bad debts	325	-
	273,973	152,098
<b>Governance costs</b>		
Accountancy & Independent examination	<u>2,010</u>	<u>1,770</u>
<b>Total resources expended</b>	275,983	153,868
	<u>275,983</u>	<u>153,868</u>
<b>Net incoming/(outgoing) resources</b>	<u><u>(44,397)</u></u>	<u><u>(41,911)</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

England & Wales - Charity number 1168134

---

# Accounts

---

**REGISTERED CHARITY NUMBER: 1168134**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 JULY 2021  
FOR  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

Ribchesters  
Chartered Accountants  
Finchale House, Belmont Business Park  
Durham City  
DH1 1TW

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2021**

	Page
Report of the Trustees	1 to 8
Independent Examiner's Report	9
Statement of Financial Activities	10
Balance Sheet	11
Notes to the Financial Statements	12 to 15
Detailed Statement of Financial Activities	16

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2021

The Trustees present their report with the financial statements of The Charity for the year ended to 31 July 2021. The Trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2019).

#### TERMINOLOGY

For the avoidance of doubt, please note that hereafter:

- “The JCR”, “The Charity” and “The CIO” all refer to St. Cuthbert’s Society Junior Common Room, Registered Charity Number: 1168134
- “The Society” and “St. Cuthbert’s Society” both refer to St Cuthbert’s Society as an institution in its entirety, encompassing both the college of Durham University of the same name and The JCR working together in tandem
- “Student” refers to anyone who is a student at St. Cuthbert’s Society, a college of Durham University, whether or not they are formally an associate member of The JCR
- “The Trustees” and “The Board” both refer to The Board of Trustees of The Charity.
- “The University” refers to Durham University
- “The President of the Society” refers to the elected President of The JCR, a full time employee of The Charity
- “The FCO” refers to the elected Finance and Compliance Officer, a full time employee of The Charity

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

We provide social, cultural, sporting and recreational activities and forums for discussion and debate for the personal development of students. We are also committed to equality by pursuing equal opportunities and equal access policies to our student associate members in line with our democratic operation.

All JCR volunteers who conduct interviews for sub-committee positions are now Unconscious Bias trained, to mitigate potential bias decisions when selecting student associate members for opportunities within the organisation.

##### Significant activities

As always, The Society was committed to organising a wide range of inclusive social events, furthering the social education of students during the academic year 2020-2021. However, frequent changes to the nature and severity of COVID restrictions on the movement and activities of students led to many events being cancelled or moved to an online format, particularly during the Michaelmas Term (October – December) and Epiphany Term (January – March).

We started the academic year with Fresher’s Week, for which plans were in constant flux until the eve of the first day due to constantly changing restrictions and information. Nevertheless, we were able to deliver a mixture of online and in-person events in line with guidance from the government and Durham University. For the first time, we organised two weeks of online freshers’ weeks before new students arrived in Durham, which had the additional benefit of allowing us to better engage with students coming to Durham from overseas before their arrival in the UK. Once students arrived, we were able to offer some in-person events with various safeguards in place, such as regular mandatory COVID-19 testing, increased outdoor space designated for social events, and improved ventilation to reduce the risk of COVID-19 transmission. We were fortunate to receive some grants from Durham University to assist with these endeavours, such as money to erect a large marquee in the garden of 12 South Bailey, which provided much needed additional space with good ventilation.

In the interests of inclusivity and protecting those most at risk of contracting COVID-19, as well as handling space restrictions which meant not every student associate member could attend events every evening, we continued to offer alternative virtual events every day for students who may not have felt comfortable attending in person.

Considering the circumstances, Freshers Week was broadly a success and received well by those who participated. Unfortunately, it was cut short due to some cases of COVID-19 being detected in the middle of the week, at which point we took all reasonable steps to contain transmission and ensure the safety of all students. One question The Charity had to grapple with was the extent to which it was reasonable to expect volunteer JCR officers, such as Freshers Week Representatives (“Frepers”), to police government and University guidelines. The President of the Society engaged openly with The Trustees, as well as Durham University staff, on this question well in advance; she was therefore well prepared to communicate expectations to and answer questions from volunteers and students. We were thereby able to avert any concerning incidents, notwithstanding a relatively small number of COVID cases, in line with the prevalence of the virus nationally and in the local area at the time.

During Freshers’ Week, we were also successful in introducing anti-racism workshops as well as our usual consent workshops, which were well attended by student associate members.

The JCR runs over 40 different sports clubs and societies which allow student associate members to try new sports or interests, thereby enriching their educational and cultural experience during their time at Durham University. We are committed to ensuring these opportunities are accessible to all. Under normal circumstances, we operate on a 50:50 subsidy system, whereby half the cost of a student associate member taking part in a sport or society is covered by the individual, and half is covered by The JCR. This means that we can keep most sports and societies memberships below £15 for the year.

However, our usual heavy emphasis on the area of sport and recreation to further our student associate members’ experience was considerably hampered by COVID-19 restrictions.

There was a brief window just before national lockdown in the Michaelmas term, during which all outdoor sports were able to take place relatively unencumbered by restrictions, although it remained very challenging to organise any indoor gatherings. However, the reimposition of lockdowns in November 2020 and again in December 2020 put an end to all in-person activities for several months. Many societies adapted to an online environment, but this was of course more difficult for some, especially those whose sole purpose was playing sport. Nevertheless, despite these major challenges we saw the founding of several new student societies in 2020-2021, including Yoga Society, Anti-Racism Society, Working Class Society, Poetry Society, Golf Society, and Clash of Clans Society. Many student associate members reported that despite the continued restrictions, they felt able to continue to engage with The JCR and still enjoy core elements of the student experience, albeit in a very different format to usual.

One action we took early in the academic year to lower the bar for participation was the temporary abolition of subscriptions for all sports clubs and societies in 2020-2021, and the doubling of our participation funds, which financially support poorer students from disadvantaged backgrounds in participating in JCR activities. This accounts for the much lower than usual sports and societies income in the financial statement.

In the final term, sports clubs and societies were able to operate in person again and were a resounding success. We finished off the year with our “Sports & Socs Awards Night”, which was held in person outside, and enabled us to reward the volunteers who worked so hard to keep The Society operating throughout the year.

JCR Committees continued to operate throughout the year 2020-2021 and had some success in engaging new and existing student associate members, despite the prevailing circumstances.

During Michaelmas Term, prior to national lockdowns, the Social Committee arranged a few in-person and a few online events including a Christmas formal dinner, in partnership with a local restaurant. Thereafter, numerous online events took place such as quizzes, academic debates and other virtual social gatherings. In the Summer Term (April – June), the Social Committee really came into its own, pulling off a successful and COVID-safe Cuth’s Day, our annual music festival, showcasing the best talent from The JCR and across the wider University, in a marquee off-site.

Most unfortunately, we were forced to cancel our Summer Ball with less than 24 hours’ notice, after Durham University and the Local Authority deemed it too risky to proceed with it as planned. Naturally, it was impossible during such uncertain times to entirely rule out the possibility that such an event may be cancelled and have financial implications for The JCR. Nevertheless, it was the view of The President of the Society, The FCO and The Trustees that the benefits to students, who throughout the academic year had been deprived of opportunities to meet in person, and many of whom had struggled with stress and anxiety induced by long periods of isolation, well outweighed the risk of financial loss.

Furthermore, when booking this event, we reasonably believed that any cancellation would likely be the result of new government regulations restricting social gatherings, or an outbreak of COVID-19 infections among the staff of the venue, both of which would have been covered under a comprehensive force majeure clause in the contract. While there is no doubt that The University and Local Authority were jointly acting in the very best interests of students to avoid a spike

in COVID-19 infections, this had the unintended consequence that it was in fact St. Cuthbert's Society JCR which cancelled the event, acting on instructions from The University and Local Authority. As a result, the usual force majeure clause did not apply and this had considerable financial consequences within the financial year 2020-2021. We were fortunately able to secure compensation of £5,000 from Durham University very swiftly. We are also in the process of negotiating, with support from The University, a partial refund from the venue. While it is expected that this process may take a long time, initial indications are promising and we will recoup a significant portion of our costs in the next financial year.

Central to The JCR are its democratic processes, which enable all student associate members to enrich their education by taking an active role in making decisions about the day-to-day running of the CIO, as well as taking on additional responsibility by running for election to a JCR officer position. GovComm (The JCR's dedicated committee of student associate members overseeing day-to-day compliance with our Standing Orders and Constitution) innovated a safe and secure method for holding JCR Meetings online, while still allowing husts and voting in meetings, which ensured we could continue to elect officers during periods of lockdown when in-person general meetings could not take place. We were delighted to see a number of first-year students elected to officer roles, such as Environment Rep, our very first Trans & Non-Binary Rep, Outreach Chair, and Publicity and Relations Officer.

During COVID lockdowns, our Welfare Committee was instrumental in supporting students by signposting them to sources of support for their mental and physical wellbeing. Our Welfare Campaigns Committee ran a "looking up in lockdown" campaign, including tips on "looking out for yourself and your friends", and harm reduction advice. We also placed renewed emphasis on the "take time to sign" campaign which, as in previous years, encourages a culture shift in the housing rush in Durham to avoid first year students signing for a house too early in Michaelmas term. JCR Welfare Officers and The President of the Society continued offering weekly drop-ins virtually, and in-person where possible.

Towards the end of the year, a new standalone JCR position was created to assist with alumni relations. We are very excited for the role this can play in driving better communication with former students of St Cuthbert's Society in future, with a view to improving our ability to collect donations and draw upon alumni experience for the benefit of current students.

The pandemic posed numerous challenges to the management of JCR facilities throughout the year. We were forced to regularly change our policies around who could access The Society Library, depending on prevailing COVID-19 restrictions. We devised numerous mechanisms for lending out books, sports equipment and activities such as board games in a COVID-safe manner. The JCR also created a "COVID Fund" in Michaelmas Term, which was used to procure equipment such as keyboards and tablets for students who were struggling to afford the equipment they needed to work while University IT facilities were closed. Our gyms were open for students in Society accommodation for most of the year and were staffed by bar staff who were paid out of the Durham University COVID-19 fund. When the bar was not allowed to open, it was repurposed as a social space in the evening which was helpful especially for first-year students living on our South Bailey site, many of whom had no communal space in their accommodation.

In the Summer term, our JCR Fashion Show also pulled off a successful event with assistance from Durham University, who showed a great deal of commitment to ensuring students received as much of their wider student experience as possible this year.

On a wider university level, following endorsement from The JCR through a vote in a general meeting, The President of the Society has pushed hard for greater cohesion and clarity in the movement to pressure Durham University into lowering accommodation fees for students, and was successful in creating a unified set of demands for this across the Durham Students' Union, "Ripped Off" campaign groups, who lobby for a reduction in accommodation fees, and other JCR Presidents. The President also organised first aid training for all Durham University JCR Presidents and was heavily involved in pushing The University to change its approach to student drug use, in line with the wishes of the broader JCR membership.

Despite the difficult situation the Covid-19 pandemic has caused, The JCR has been able to adapt and improvise to ensure that we are putting our student associate members first and continuing to provide services and opportunities to the very best of our ability. We maintained a good proportion of the services we typically offer, including peer welfare support for personal issues, sports teams and societies, gyms, library, IT provision and representation of student views to The University and beyond. The emphasis on these, as with all other activities of The JCR, is that of student leadership and ownership. Our student associate members are expected and encouraged to initiate, participate in, and lead our activities.

### **Public benefit**

We have adopted a strong democratic constitution that places its operation securely in its student associate members' hands. This structure allows us to work for the public benefit. Our standpoints on equality and openness allow us to foster a culture of acceptance amongst student associate members, many of whom volunteer in some capacity for the benefit of

others in The University or as part of The JCR, which allows us to be strong members of the local and academic community. We keep this public benefit in mind when organising large social events that are open to all members of the public, and support the welfare of our students so they can continue to work at their studies and remain part of the community in Durham.

When we fund sports and societies this allows student associate members to try new sports or activities in which they would otherwise not have had the opportunity to participate. We have many (over 200) volunteer positions that are elected or appointed, allowing anyone to apply irrespective of previous experience, and enrich the community as well as benefit them individually.

We take no political stance other than to represent our student associate members in order to maintain an inclusionary policy. We operate library and gym facilities that can be accessed by our student associate members to enhance their educational or recreational activities.

From 1 April 2008, section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Charity Commission states that there are two principles to be met in order to show that an organisation's aims are for the public benefit: firstly, there must be an identifiable benefit or benefits and secondly that the benefit must be to the public or a section of the public. The Trustees confirm that they have complied with the duty to have due regard to The Charity Commissioner's guidance on public benefit.

## **FINANCIAL REVIEW**

As the financial statements below indicate, despite the headwinds caused by the ongoing COVID-19 pandemic, The Charity has a sound financial base. One of the aims of The Trustees is to secure the long-term future of The Charity by careful and prudent management of its assets. As of 31 July 2021 The Charity has net assets of £188,762.

The first key difference to note in this year's review compared to the previous financial year is that we went from a net operating surplus of around £45,000 at year-end in July 2020 to a net deficit of -£42,000 for the year to July 2021. This can be explained predominantly by a considerable decrease in income from events, JCR levies, and Sports and Societies, which are two of our primary funding sources.

Whereas we received income of nearly £126,000 from events in the year ending July 2020, which reflects the fact that over half the academic year took place before the emergence of the COVID-19 pandemic, in the year to July 2021 we received well under half that amount: £46,000. Furthermore, our social events expenditure in 2020-2021 was around £15,000 higher than the previous year, as we spent considerably more subsidising them than in a normal year, and there were numerous pandemic-related additional expenses incurred, such as additional security to enforce COVID measures and the adaptation of social spaces to make them compliant with COVID restrictions. On the events front, we were also stung badly by the very short notice cancellation of our Summer Ball. While Durham University kindly donated £5,000 to cover some of the cost, efforts to recover some of the costs from the venue are ongoing and are unlikely to conclude until well into the subsequent financial year. We also subsidised Cuth's Day to the tune of £25,000 to ensure there was no barrier whatsoever to participation by our student associate members.

It was to be expected that levies would decrease by around £20,000 in 2020-2021, given many students did not expect to be able to participate in JCR activities in light of the pandemic. To have nevertheless received in excess of £40,000 was an extremely positive outcome. We expect to recover our levies position during the next year and recoup some of those which weren't paid in 2020-2021 as restrictions continue to be lifted.

As discussed above, we received no income in 2020-2021 from Sports and Societies, as we agreed to wholly subsidise all such recreational activities in light of the pandemic in order to support the mental wellbeing of students during a time of exceptionally high stress and isolation. By comparison, in 2019-2021 this accounted for over £24,000 of income.

2019-2020 was the first year The Charity operated with a dedicated Finance & Compliance Officer, enabling us to manage our finances more professionally and systematically, and create direct and unequivocal lines of accountability for the state of our finances. In that first year, The FCO was a part-time position, only working four days per week. While we are confident that The FCO last year did a perfectly satisfactory job, it became clear throughout 2019-2020 that the role is more demanding than was initially envisaged. As a result, the role was made full-time from the start of the 2020-2021 academic year onwards. We also agreed as a Board that our employees should be paid the living wage and have adjusted our personnel payments accordingly. We continue to cover the cost of accommodation and term-time meals for our employees, in order to make the role accessible to anyone who wishes to apply, irrespective of their financial circumstances. These changes account for the increased expenditure on personnel in the year ending July 2021.

Our reserves remain invested into two different, low-risk savings accounts, so that we earn a small amount of interest and our cash does not depreciate sitting in a current account.

Throughout the past year, we drew down on our reserves heavily in order to subsidise our sports clubs and societies, as well as several events, including Cuth's Day. In July 2021, we transferred £52,000 from our reserve savings account to our operational accounts to fund these expenses. The transfer will only be realised on the subsequent year's balance sheet as it takes 95 days for funds to transfer from these accounts. Once the transfer is complete, we will be left with just over £74,000 across both reserve savings accounts, which is in line with our reserves policy (see below).

The Board feels entirely confident that, despite the net deficit incurred in 2020-2021, we have sufficient reserves in place to weather the storm of the COVID-19 pandemic for some time to come. As efforts to vaccinate the population continue and we begin to progress back to a situation which bears more resemblance to pre-pandemic normality, we feel that The Charity will remain in strong financial shape and be fully prepared to face the challenges of a post-COVID world.

It is of course our intention to avoid running a deficit at all costs, and all current projections for the upcoming year show we should end up in a healthier position.

## **RESERVES POLICY**

We aim to hold reserves almost equal to that of the Levy and The University Grant ensuring that we could continue to meet our financial commitments to the Sports and Societies and contractual obligations to our employees if we received no funding from The University and none was donated by our student associate members. This currently equates to £75,000 (that is the £15,000 we expect as a university grant and the £60,000 we raise from student levies)

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Throughout the period the organisation was controlled by its governing document - the St Cuthbert's Society JCR Constitution - adopted on 1 January 2016. The St Cuthbert's Society JCR Constitution required there to be a minimum of three external Trustees, and up to 6 external Trustees and up to 3 student Trustees.

The external Trustees are appointed by interview, the student Trustees are appointed by election by The JCR student associate membership. The term of Trustees is a maximum of 4 years for external Trustees and 1 year for student Trustees. External Trustees may serve a maximum of 2 terms. Student Trustees may serve a maximum of 2 terms.

### **Induction and training of new Trustees**

Student Trustees are elected with a vote of student associate members following a general meeting. External Trustees are voted upon in general meetings of the Trustee Board, holding their position for up to four years. Trustees are given in house training on their responsibilities as well as the governing structure of Cuth's JCR. Training is delivered by the Chair of Trustees, in collaboration with The President of the Society and Student Trustees. The day-to-day management of The Charity is undertaken by The JCR Executive Committee, chaired by The President of the Society.

### **Organisational structure**

The JCR elects student associate members to serve on The JCR Executive Committee, which acts as a Management Committee. The JCR Executive meets at least bi-terminly and there are various additional committees, including those responsible for overseeing or managing matters related to finance, music facilities, governance, outreach and welfare etc. All major financial decisions must be ratified by a JCR General Meeting, open to all student associate members, with the majority of policy, planning, and strategic decisions being reported on or ratified in JCR Meetings. Prior to this, such matters will have been discussed by The JCR Executive who may seek guidance from The Trustees where appropriate. Minutes of all these meetings are publicly available on The JCR's website. Operational decisions on a day-to-day basis are made by the appropriate people who have responsibility for their areas of activity.

### **Related parties**

The JCR is a member of the Durham Students Union and consequently the National Union of Students, both of which provide wider representation for student associate members, and also offer guidance and support.

The JCR is partnered with St. Cuthbert's Society, one of Durham University's colleges, both of which provide space and facilities to student associate members. We partner with The University on the organisation of certain activities and events, such as post-offer open days, and academic and social events. We accept funding from Durham university, based on the number of students within St Cuthbert's Society. We have strong links with St Cuthbert's Society Senior Common Room, The Fellows of St Cuthbert's Society and St. Cuthbert's Association.

### **Risk management**

The Trustees have a duty to identify and review the risks to which The Charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. During 2021 each sports club and society

under The JCR submitted a risk assessment to The Board in relation to their activities and safeguards in place to prevent harm, injury or infection. We work with Durham University as a health and safety business partner, complying with relevant University regulations to collaboratively safeguard our student student associate members and manage reputational risk

## REFERENCE AND ADMINISTRATIVE DETAILS

### Registered Charity number

1168134

### Principal address

Durham University  
St. Cuthbert Society  
12 South Bailey  
Durham  
Co. Durham  
DH1 3EE

### Trustees 2020-2021

(\* indicates student Trustees)

Jeremy Dodd	August 2018 – December 2020
Sean Barnett (Chair)	May 2019 – Present (Chair May 2019 - July 2021)
Thomas Fletcher-Manuel (Chair)	March 2020 – present (elected Chair July 2021)
Serge Chapman	April 2020 - present
Saskia Wooton-Cane (President)	July 2020 – July 2021
Chiedza Mhondoro	September 2020 – present
Glenn Holmwood	September 2020 – present
Stephanie Root	April 2021 - present
Sarah Panek*	July 2020 – July 2021
Kirstin McCann*	July 2020 – July 2021
Jack Pearce*	July 2020 – July 2021

### Independent examiner

Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

## FUTURE DEVELOPMENTS

The priorities for the year 2021-2022 remain largely informed by the situation regarding Covid-19. Though government restrictions are being steadily lifted, the interests of both students and The University will no doubt be affected for years to come. Incoming first year students have had a unique “locked-down” end to their secondary education and may lack experience of certain activities that are typical of university life before arriving at The Society; we therefore anticipate unique challenges in supporting their welfare. Many expect The University will need to continue imposing restrictions on student social and academic activities, so it will be essential for JCRs like us to work with Durham University to ensure any restrictions are in students’ interests. Reengaging returning students, especially those who had a locked-down first year, with JCR activities will require creative and ambitious publicity and planning from JCR officers and societies. Continuing efforts to improve The JCR’s financial support for students (e.g. through the Participation Fund) will be invaluable given the financial difficulties the pandemic has created for many, alongside the continued assessment of student needs in what is still a highly Covid-affected situation, to ensure JCR opportunities remain accessible.

Continuing our engagement with University-wide issues, most notably reform of the Durham Students’ Union’s democratic structures, efforts to tackle exclusionary elements of Durham’s culture, and the push for better JCR representation within higher university bodies, all remain high priorities. We hope to continue offering the anti-racism workshops whilst, in response to the input of our minority reps, improving our work to tackle issues faced by Durham’s minority communities; cementing and perhaps standardising anti-racist training both within The Society and other JCRs will be a focus, given the turnover of students involved with the project. In the wake of some genuine reconciliation following issues regarding the Students Union in previous years, the possibility for collaboration between the Durham Student’s Union and JCRs to address the issue of JCR representation within The University is now more possible than ever.

As the year 2020-2021 draws to a close, we also bid farewell to Prof. Elizabeth Archibald, who has been the Principal of St. Cuthbert's Society for nearly 10 years. The departure of someone who has been so pivotal to the running of the institution to which The Charity is attached will no doubt bring some major challenges, although it also offers us some interesting opportunities to re-examine and reset our relationship with college staff and Durham University.

We continue our focus in this coming year on the spaces our student associate members have to use within The Society. The pandemic has thrown into even sharper focus the vital requirement for high quality indoor facilities and communal areas. A brand-new building within the Brooks House halls of residence, due to be completed by Winter 2021, presents an opportunity to both enhance the student experience of those living at our Parson's Field site and to improve JCR operations, in particular with the expansion of our gym facilities, which are currently housed in two less than satisfactory sites.

Likewise, we remain optimistic about the prospect of converting space at our South Bailey site for use by The JCR, and pursuing that possibility is a large priority for this coming year.

Increasing JCR engagement with alumni to fundraise for expansion of our facilities has been strongly encouraged by college staff and, indeed, is an ongoing priority for The JCR regardless; changes of leadership within the Alumni Association have presented fresh opportunities for collaboration to be pursued this year. We are already delighted to receive an annual donation from a St Cuthbert's Society alumnus to fund the ongoing maintenance and development of our Music Room facility, and we are keen to identify other similar sources of alumni income to help support the student experience.

The increasing number of JCRs "going independent" - registering as CIOs - provides a great opportunity for collaboration and sharing best practice. St Cuthbert's Society JCR has very much led the way as one of the first JCRs to incorporate as a charity, and we look forward to supporting other JCRs as they embark on this transition.

An obvious area for improvement by The Board would be reduction of Trustee turnover. While it is unavoidable that our student Trustee cohort turns over each academic year, it will be essential to our ability to plan effectively and develop a long-term strategy for The Charity that we reduce turnover within the External Trustees, which of late has become far too high. The pandemic has certainly taken its toll on several of our Trustees and others have perhaps underestimated the commitment required. In the coming year we will focus on recruiting External Trustees more effectively, clearly advertising what is required and setting expectations transparently during the recruitment process.

Moreover, we are highly focussed on further enhancing the diversity of the Board of Trustees, ensuring that we have representation of a broader range of demographics to mirror those which make up the body of student associate members of the JCR. It has not gone unnoticed that membership of The Board has often tended to be dominated by individuals who are both white and male. We are committed to addressing such imbalances over the coming year and to exploring new sources of talent for our external trustees, while simultaneously doing all we can to encourage as diverse a cohort of student associate members as possible to run for election to student trustee positions.

We are excited to begin the development of a longer-term strategy for The Charity, to determine our direction of travel for the coming 5-10 years. One core part of this exercise will be a re-evaluation of our finances and investment strategy, to ensure we are maximising the available returns on any reserves we have in an effective way which improves our earnings potential in comparison to our current savings account, while simultaneously carefully balancing the risk profile of any investment strategy we may decide to pursue.

We continue to review The JCR's operational policies on an ongoing basis, and The Board is highly engaged with this endeavour.

It is also important to acknowledge the issues that are most important to students, particularly those who are under-represented within The University. We must redouble our efforts to combat all forms of discrimination and inequality of opportunity within our student associate membership and the wider community, and continue striving to create a truly inclusive environment in The Society. We are extremely aware that issues of racism, xenophobia, sexism, homophobia, transphobia and other forms of discrimination are an ever-present threat to the wellbeing of many students. Outreach to those students who did not engage with The JCR in 2020-2021 in the way they might have done in a year not blighted by the pandemic will be essential to our efforts to properly represent the entire student body of St Cuthbert's Society in the next year and beyond.

**ON BEHALF OF THE BOARD:**

A handwritten signature in black ink, appearing to read 'TGM', with a stylized flourish extending to the right.

Thomas Gareth Fletcher-Manuel  
Chair of the Board of Trustees  
St. Cuthbert's Society JCR  
19 May 2022

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**Independent examiners report to the Trustees of St Cuthbert's Society Junior Common Room**

I report to the charity Trustees on my examination of the accounts of St Cuthbert's Society Junior Common Room for the year ended 31 July 2021.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I can confirm that I am qualified to undertake the examination because I am a registered member of the ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.



Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

20 May 2022

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2021**

	Note	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	2	22,750	-	22,750	17,556
Other trading activities	3	87,600	-	87,600	227,134
Investment income	4	<u>1,607</u>	<u>-</u>	<u>1,607</u>	<u>171</u>
<b>Total incoming resources</b>		139,216	-	111,957	244,861
<b>EXPENDITURE ON:</b>					
Raising funds		-	-	-	-
<b>Charitable activities</b>					
Costs of charitable activities	5A	153,868	-	153,868	200,069
<b>Total resources expended</b>		<u>181,127</u>	<u>-</u>	<u>153,868</u>	<u>200,069</u>
<b>NET INCOME/(EXPENDITURE)</b>		(41,911)	-	(41,911)	44,792
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		248,527	-	248,527	203,735
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>206,616</u></u>	<u><u>-</u></u>	<u><u>206,616</u></u>	<u><u>248,527</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**BALANCE SHEET  
AT 31 JULY 2021**

	Note	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	17,854	-	17,854	23,411
<b>CURRENT ASSETS</b>					
Debtors		40,155	-	40,155	-
Prepayments and accrued income		1,972	-	1,972	1,959
Cash at bank and in hand		<u>160,344</u>	<u>-</u>	<u>160,344</u>	<u>225,407</u>
		202,471		202,471	227,366
<b>CREDITORS</b>					
Amounts falling due within one year	9	(13,709)	-	(13,709)	(2,250)
		<u>188,762</u>	<u>-</u>	<u>188,762</u>	<u>225,116</u>
<b>NET CURRENT ASSETS</b>					
		<u>188,762</u>	<u>-</u>	<u>188,762</u>	<u>225,116</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>206,616</u>	<u>-</u>	<u>206,616</u>	<u>248,527</u>
<b>NET ASSETS</b>					
		<u>206,616</u>	<u>-</u>	<u>206,616</u>	<u>248,527</u>
<b>FUNDS</b>					
	10				
Unrestricted funds				206,616	248,527
Restricted funds				<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>					
				<u>206,616</u>	<u>248,527</u>

The financial statements were approved by the Board of Trustees on 19 May 2022 and were signed on its behalf by:



Thomas Gareth Fletcher-Manuel  
Chair of the Board of Trustees  
St. Cuthbert's Society JCR

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charity Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable the income will be received and the amount can be measured reliably.

##### **Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation on fixtures, fittings and equipment is provided at 20% on cost in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds could be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds could only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	2,615	1,252
Grants	<u>20,135</u>	<u>16,304</u>
	<u>22,750</u>	<u>17,556</u>

Included in grants is £20,135 received from Durham University (2020: £16,304).

#### 3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Social events income	46,388	125,989
Levies	40,419	61,473
Facilities income	793	15,305
Sports and societies subscriptions income	-	24,367
	<u>87,600</u>	<u>227,134</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2021**

<b>4</b>	<b>INVESTMENT INCOME</b>	2021	2020
		£	£
	Bank interest received	<u>1,607</u>	<u>171</u>

**5A. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 5B)	Totals
	£	£	£
Costs of charitable activities	<u>152,098</u>	<u>1,770</u>	<u>153,868</u>

**5B. SUPPORT COSTS**

Costs of charitable activities	Governance costs £ <u>1,770</u>
	£
Other debtors	-
Prepayments	1,149
Taxation	<u>8,666</u>
	<u>9,815</u>
	£
	-
	1,149
	<u>8,666</u>
	<u>9,815</u>
	£
	-
	1,149
	<u>8,666</u>
	<u>9,815</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no Trustees' remuneration or other benefits for the year ended 31 July 2021 nor for the year ended 31 July 2020.

**Trustees' expenses**

	2021	2020
Number of Trustees who were paid expenses	<u>-</u>	<u>-</u>

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2021	2020
Admin	1	1
Retail	<u>-</u>	<u>-</u>
	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2021**

<b>8. TANGIBLE FIXED ASSETS</b>	Fixtures, fittings and equipment £	
<b>COST</b>		
At 1 August 2020	27,786	
Additions	<u>-</u>	
At 31 July 2021	<u>27,786</u>	
 <b>DEPRECIATION</b>		
At 1 August 2020	4,375	
Charge for year	<u>5,557</u>	
At 31 July 2021	<u>9,932</u>	
 <b>NET BOOK VALUE</b>		
At 31 July 2021	<u>17,854</u>	
At 31 July 2020	<u>23,411</u>	
 <b>9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
	2021	2020
	£	£
Trade creditors	11,699	-
Other creditors	<u>2,010</u>	<u>2,250</u>
	<u>13,709</u>	<u>2,250</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2021**

**10. MOVEMENT IN FUNDS**

	At 1.8.20 £	Net movement in funds £	At 31.7.21 £
<b>Unrestricted funds</b>			
General fund	248,527	(41,911)	206,616
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>248,527</u>	<u>(41,911)</u>	<u>206,616</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Part 1	139,216	(181,127)	(41,911)
Part 2	-	-	-
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>139,216</u>	<u>(181,127)</u>	<u>(41,911)</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2021.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2021**

	2021 £	2020 £
<b>INCOMING RESOURCES</b>		
<b>Donations and grants</b>		
Donations	2,615	1,252
University grants	<u>20,135</u>	<u>16,304</u>
	22,750	17,556
<b>Other trading activities</b>		
Social events income	46,388	125,989
Levies	40,419	61,473
Facilities income	793	15,305
Sports, clubs and societies income	<u>-</u>	<u>24,367</u>
	<u>87,600</u>	<u>227,134</u>
<b>Investment income</b>		
Bank interest received	1,607	171
	<u>-</u>	<u>-</u>
<b>Total incoming resources</b>	111,957	244,861
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Sports, clubs and societies expenditure	11,996	41,488
Social events expenditure	80,679	66,307
Welfare	1,405	-
Administration expenditure including wages	43,978	43,295
Facilities expenditure	2,929	24,199
Committees and awards	1,359	3,193
Donations	-	14,968
Merchandise costs	4,195	-
Depreciation	5,557	4,375
	<u>-</u>	<u>-</u>
	152,098	197,825
<b>Governance costs</b>		
Accountancy & Independent examination	<u>1,770</u>	<u>2,244</u>
<b>Total resources expended</b>	153,868	200,069
	<u>-</u>	<u>-</u>
<b>Net incoming/(outgoing) resources</b>	<u><u>(41,911)</u></u>	<u><u>44,792</u></u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

England & Wales - Charity number 1168134

---

# Accounts

---

**REGISTERED CHARITY NUMBER: 1168134**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED  
31 JULY 2020  
FOR  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

Ribchesters  
Chartered Accountants  
Finchale House, Belmont Business Park  
Durham City  
DH1 1TW

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JULY 2020**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 12
Detailed Statement of Financial Activities	13

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2020

The trustees present their report with the financial statements of the charity for the year ended to 31 July 2020. The trustees have adopted the provisions of 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).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

We provide social, cultural, sporting and recreational activities and forums for discussion and debate for the personal development of students. We are also committed to equality by pursuing equal opportunities and equal access policies to our members in line with our democratic operation.

All JCR volunteers who conduct interviews for sub-committee positions are now Unconscious Bias trained, to mitigate potential bias decisions when selecting members for opportunities within the organisation.

##### **Significant activities**

As always, the Society was committed to providing social events, furthering the social education of our members during the academic year 2019-2020, however the impact of Covid-19 on our activities beyond March was significant. The JCR was successful in being able to adapt to both government and university restrictions in light of the pandemic, providing new online alternatives to traditional events, as well as focusing on remote opportunities for our members.

As in most years, our Michaelmas and early Epiphany programmes remained largely unchanged; we hosted Freshers' Week to welcome new students to our community and put on a Ball in November. Both events went smoothly despite needing to adapt the former due to extensive building works taking place on site. This year, we put additional focus on welcoming postgraduate and mature students, as well as Erasmus students, ensuring that there were more events that catered to their often-different expectations of University life. Further, it has become standard practice to have all JCR minority reps offered automatic places on the Freshers' Week Rep teams in order to ensure we are providing a welcoming and inclusive Freshers' Week and that relevant issues that may arise can be most sensitively addressed.

One of the greatest changes the society has seen is the creation of a second paid position, a Finance and Compliance Officer (or FCO) to ensure our finances and charity accounts are managed more efficiently. Furthermore, the addition of a second member of staff has enabled the Society executive to achieve more as many tasks have been supported. This includes small tasks like filing, archiving and sorting offices and communal spaces our members use, as well as larger tasks such as the rejuvenation of our gym facilities.

This year, we put a heavy focus on supporting students as in the transition to moving independently/ out of college in their second year. An issue we identified was that first-year students were signing houses in a rush, and very early on in Michaelmas term. JCR Welfare ran a campaign called "Take Time to Sign" in conjunction with the JCR Communications representative. This campaign involved a number of housing talks on housing in Durham, the pros and cons of private landlords and estate agents, and ultimately encouraged members to resist the social pressure to sign early, and to take the time to think about who they wanted to live with, where, and to not sign poor quality housing contracts. This campaign gained university-wide success, often being used as an example of a successful JCR campaign by University Pro-Vice-Chancellors.

The Society supports/ runs two community volunteering. One, whereby students go to a local secondary school each week to run an after-school drama club. This builds confidence in both those running the sessions, and the school students attending them. We hope that this well-established partnership may be an opportunity for further Outreach collaborations in the future, such as a homework club or mentor system for students writing personal statements. Further, this year (since October 2019) has seen the emergence of another project whereby both the Men's Rugby and Women's Rugby teams teach rugby at a primary school in Gilesgate.

The Society has voted in favour of new minority rep and assistant rep positions meaning we now have official representation from the following groups: LGBT+, Students with Disabilities, People of Colour and Working Class students. Each of these positions has an assistant position attached. They are invited to sit on Students' Union committee and Welfare Campaigns to ensure minorities have a stronger voice within the Society.

We have increased collaboration with St Cuthbert's Society (college) with these roles, to ensure that minority representation is being utilised both by the charity, but also our college partners. Most recently, this has taken the form of a Zoom discussion ("Difficult Dialogue") regarding Black Lives Matters movement which attracted a lot of attendees. Further, College and the JCR (with the help of minority reps) have co-hosted listening sessions whereby students are encouraged to express their feelings and explain issues they've faced at university while staff listen.

These discussions have inspired changes to our approaches to room allocations and freshers' week celebrations which we believe will ensure the JCR is a more inclusive and welcoming place to all students.

The dress renting initiative established last year has continued to bloom. What was previously referred to as "Cuth's Wardrobe" is now "Bailey Wardrobe" as we have collaborated with our neighbouring Common Room, St John's Common Room, to grow the project. We continue to collect formal wear of all kinds, that students can rent for balls, formals or job interviews for £5 with a £10 deposit. Many of the improvements to the scheme can be attributed to the introduction of an elected rep who manages the stock, rents and storage of the pieces. The number of items in the scheme has increased steadily, due to the collaboration. We have also increased visibility through the creation of an Instagram and a website which will launch in the new academic year. The JCR has also secured a £500 grant from the Students' Union which we have used to invest in more pieces.

In continuing to strive to ensure our events are inclusive, we maintained our scheme that allows those who receive the full Durham Grant to have their ticket prices to the Balls and feasts reduced by 30%.

The JCR runs over 40 different sports and societies which allows members to try new sports or interests that they would not have had the opportunity to do. We are committed to ensuring these opportunities are accessible to all, and operate on a 50:50 subsidy system, whereby half the cost of a member taking part in a sport or society is covered by the individual, and half is covered by the JCR. This means that we can keep most sports and societies memberships below £15 for the year.

This year, new societies have been created such as "ABBA" - the 'All British Biscuit Appreciation Society' - which is a welcoming society that facilitates chit chat between members over a selection of biscuits, often bringing together people from all walks of JCR life. This year has also seen the creation of a Men's Futsal society and an Orchestra.

In representing our member's best interests on a wider university level, the executive committee have been protesting all reductions to the housekeeping and portering services our students living in college face.

Towards the end of the academic year, our activities were largely shaped by the Covid-19 pandemic. The JCR's aim was to continue to support students' mental welfare, maintain a sense of community remotely and for those isolating in Durham, and keep up 'business as usual' as much where it was possible to adapt.

The JCR welfare team continued to provide virtual drop-ins, sign posted those in need to university services and support and used their social media platforms to promote looking after your mental health and wellbeing. In order to maintain a sense of community, the JCR moved as many of our activities online as we could and created new ones like tri-weekly pub quizzes during lockdown, a joint movie watching scheme (which connected people who were watching the same shows or movies), and social media challenges. We were also able to adapt our traditional Eurovision celebrations into an online format- one where members were encouraged to venture back into Eurovision archives on YouTube, and "resubmit" their favourite songs into our own virtual Eurovision song contest. This was a hugely successful event, drawing together many members and their families, and providing talking points for those struggling with lockdown.

For those quarantined in Durham, we collated walk routes with simple, clear directions and photos for our members. The JCR was successfully able to move our democratic process online, with JCR meetings, elections and hustls all happening virtually. We were also able to host a virtual Finalist Formal, and Sports and Society Awards night.

Despite the difficult situation the Covid-19 pandemic has caused, the JCR has been able to adapt and improvise to ensure that we are putting our members first and continuing to provide what services and opportunities we can.

We continue to provide services and facilities for our students, including peer support for personal issues, sports teams and societies, gym, library and IT provision and representation of student views at a College level. The emphasis on these, as with all other activities of the JCR, is that of student leadership and ownership. Our members are expected and encouraged to initiate, participate in, and lead our activities.

### **Public benefit**

We have adopted a strong democratic constitution that places its operation securely in its members. This structure allows us to work for the public benefit. Our standpoints on equality and openness allow us to foster a culture of acceptance amongst members, many of whom volunteers in some capacity for the benefit of others in the University or as part of the JCR which allows us to be strong members of the local and academic community. We keep this public benefit in mind when organising large social events that are open to all members of the public, support the welfare of our students so they can continue to work at their studies and remain part of the community in Durham.

When we fund Sports and Societies this allows members to try new sports or interests that they would not have had the opportunity to do. We have many (over 200) volunteer positions that are elected, allowing anyone to apply regardless of experience and enrich the community as well as benefit them.

We also take no political stance other than to represent our members in order to maintain an inclusionary policy. We operate library and gym facilities that can be accessed by our members to enhance their educational or recreational activities.

From 1 April 2008, section 4 of the Charities Act 2006 requires all charities to meet the legal requirement that its aims are for the public benefit. The Charity Commission states that there are two principles to be met in order to show that an organisation's aims are for the public benefit: firstly, there must be an identifiable benefit or benefits and secondly that the benefit must be to the public or a section of the public. The Trustees confirm that they have complied with the duty to have due regard to the Charity Commissioner's guidance on public benefit.

## **FINANCIAL REVIEW**

As these financial statements indicate, the Charity has a sound financial base. One of the aims of the Trustees is to secure the long-term future of the Charity by careful and prudent management of its assets. As at 31 July 2020 the Charity had net assets of £248,527 and it is the opinion of the trustees that the existing reserves are sufficient to meet any reduction in incoming resources in the foreseeable future.

This was the first year the charity operated with a Finance & Compliance Officer enabling the charity to get on top of our finances as a charity as well as make plans for the future. During this financial year we submitted two sets of late accounts (2016-17 and 2017-18). These were finalised over the summer. We were also able to submit our accounts for the previous year (2018-19) well in advance of the deadline. Consequently, we were able to understand our financial position much better. We realised that there had been consistent underspending in previous years leading to an unintentional surplus. This coupled with a large historic donation (£53,000) of bar profits into our account this year means we are in a strong financial position. We were able to write a long-term financial plan to address our surpluses and invest our money back into the students of Cuth's. Going into the uncertainty of next year and beyond, with the potential for reduced student numbers and therefore income, our solid financial base means we will continue to be able to offer full opportunities and funding to our student groups regardless of annual income.

We invested some of our reserves into two different savings accounts so that we would earn a small amount of interest and the cash would not depreciate in value sitting in a current account. At the time of writing, we have £120,000 invested in mid-term notice accounts. Our reserves policy remains to hold £75,000 (the cash equivalent to our reliable income in a financial year; that is the £15,000 we expect as a university grant and the £60,000 we raise from student levies) in our main operational account meaning we can run for a full year without any new funding.

Despite efforts this year to run a deficit (after realising the extent of our funds), the cancellation of events in the last third of the year (when our largest events take place) due to COVID-19 and the movement of activities to online has made this impossible. We spent enthusiastically from the reserves throughout the academic year. We invested £8,000 in sports & societies equipment in the first term and £15,000 on new gym equipment. We are also in the process of designing a new website with an inbuilt payment system. Other long-term projects include repurposing accommodation (the Wendy House) as an arts centre, refurbishing one of our common rooms and installing a campus card entry system for our music room. As a common room, we have continued our outreach ventures including raising money for various charities through small fundraising events as well as our annual Fashion Show which raised £10,000.

With the employment of a second full-time sabbatical officer, we have been able to get on top of our finances and charity compliance as well as begin to make serious plans for the future. Furthermore, we have not only aimed to maximise our financial resources but also our physical ones. We have been able to physically transform some of the spaces in college which have been neglected for some years due to lack of time available to JCR employees to organise and refit them. Furthermore, we have worked on a better asset-tracking system for equipment in our gyms, music room, tech and sport & society cupboards. Next year we look forward to taking payment of our levies directly through our new website rather than through the university which proved problematic this year.

## **RESERVES POLICY**

We aim to hold reserves almost equal to that of the Levy and the University Grant ensuring that we could continue to meet our financial commitments to the Sports and Societies and contractual obligations to our sole employee if we received no funding from the University and none was donated by our members. Currently we expect no such change but due to the financial year being spread over two academic years and funding be supplied on an academic year basis we consider this prudent as changes of policy by the University could have an impact on numbers of students donating and University funding received. Furthermore, we aim to hold enough in reserves to cover support, our physical assets for financial security and unforeseen damages.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Throughout the period the organisation was controlled by its governing document - the St Cuthbert's Society JCR Constitution - adopted on 1 January 2016. The St Cuthbert's Society JCR Constitution required there to be a minimum of three external trustees, and up to 5 external trustees and up to 3 student trustees.

The external trustees were appointed by interview, the student trustees were appointed by election. The term of trustees was a maximum of 4 years for external trustees and 1 year for student trustees. External trustees could serve a maximum of 2 terms. Student trustees could serve a maximum of 2 terms.

### **Induction and training of new trustees**

Student Trustees are elected with a vote of members following a general meeting. External Trustees are voted upon in general meetings of the Trustee Board, holding their position for up to four years. Trustees are given in house training on their responsibilities as well as the governing structure of Cuth's JCR. Training is delivered by the Chair of Trustees. The day-to-day management of the charity is undertaken by the JCR Executive committee, chaired by the President of the Society.

### **Organisational structure**

The JCR elects members to serve on the JCR Executive Committee which acts as a Management Committee. The JCR Executive meets at least bi-termly and there are various sub committees including those for finance, music, governance, outreach and welfare etc. All policy, planning and major financial or strategic decisions must be ratified by the JCR a JCR Meeting open to all members. Prior to this, such matters will have been discussed by the JCR Executive who may seek guidance from the Trustees when appropriate. Minutes of all these meetings are publicly available on the JCR's website. Operational decisions on a day-to-day basis are made by the appropriate people who have responsibility for their areas of activity.

### **Related parties**

The JCR is a member of the Durham Students Union and consequently the National Union of Students both of which provides wider representation for associates and also offers guidance and support.

The JCR is partnered with the University of Durham which provides space and facilities to members. We take on some joint activities mainly through the college of St Cuthbert Society which is part of the University of Durham, such as open days, academic and social events. We accept funding from University of Durham based on the number of students within St Cuthbert's Society. We have strong links with the Senior Common Room, Fellows of St Cuthbert Society and the Association of St Cuthbert Society who are attached to the University of Durham. Some such joint activities with the Senior Common Room within 2019-2020 include a new, weekly, online discussion forum in which anyone linked to St Cuthbert's Society or the JCR are welcome to discuss a theatre production (normally National Theatre online ones). This has been popular throughout the Covid-19 period, with these connections being sustained despite social distancing and quarantine.

### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. During 2020 each society under the JCR submitted a risk assessment to the board in relation to their activities and safeguards in place to prevent harm, injury or infection.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Charity number**

1168134

### **Principal address**

Durham University  
St. Cuthbert Society  
12 South Bailey  
Durham  
Co. Durham  
DH1 3EE

### **Trustees**

(\* indicates student trustees)

J Dodd	August 2018 - present
J Exon	May 2019 - March 2020
S Barnett (Chair)	May 2019 - present
T Collingridge	May 2019 - June 2020
T Fletcher-Manuel	March 2020 - present
R Sheldrake-Davis	August 2019 - July 2020*
S Chapman	April 2020 - present
D Takyi	August 2019 - July 2020*
E Martin	August 2019 - July 2020*
E Martin (president)	August 2019 - July 2020

**Independent examiner**

Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

**FUTURE DEVELOPMENTS**

How will we keep meeting charity aims during covid will be a challenge, but the JCR is committed to flexible and responsive approaches to help students, practically and emotionally.

A target for the coming year is to place resources and interest in developing Outreach and charitable work within the local community and on a larger scale. A committee has been set up to consider our options in this area and we are hopeful that significant work can be done, both to benefit members of the community and our own members' personal development.

The priorities for the year have understandably shifted due to the situation regarding Covid-19, which has forced reassessment of even some of our most basic functions. This will involve working creatively with the exec, as well as sports and society execs, to find ways for students to engage with activities in safe and appropriate ways. The impact of Covid will likely go both ways, i.e not only will we need to reassess the ways in which we operate, but the issues and desires students bring to us may also be of a different nature to previously. We anticipate that a significant amount of JCR effort and resources will be geared towards solving issues that the JCR may never have encountered before.

Nonetheless, the JCR should remain optimistic about what can be achieved even under such circumstances. A review of space over the summer should be not only possible but very helpful, given the need for space has only been exacerbated. The aim of this is to ensure that the JCR is using the space it has as effectively as possible, and to clear out clutter and improve the environment in which students live and work in college. Additionally, it may also be a key time to improve engagement with JCR functions such as the Participation Fund within the SCR and potentially Alumni community. It is no secret that Covid-19 has dramatically affected the financial situation of thousands of people, and we know that people who come to Cuth's are passionate about the opportunities we offer. A drive for funding to ensure as many students as possible are able to access those opportunities may prove effective.

The increasing number of JCRs shifting to charity status should be seen as an opportunity for greater collaboration and less reliance on the university. SU relations are also a key point of interest in the coming year. Alongside this a target for the year is to push for JCR representation on high university bodies such as Council.

It is also important to acknowledge the issues that are important to students, particularly those who are under-represented within the university. The past year has shown that racism is a large problem within the university, both within staff and student bodies. The JCR aims to tackle this in the coming year with workshops for incoming exec as well as freshers. A longer-term objective may be to work with the POC Association and the SU as well as other Common Rooms to create a training for freshers and execs that is delivered by JCRs but is centralised, i.e each JCR delivers the same training, to ensure the same standards are set across every college. A second issue the JCR should focus on is the environment. The popularity of schemes such as Embrace the Waste demonstrate the strength of feeling across the student community on this issue. Although Covid may increase barriers to this, by the end of the year the aim should be to have at least agreed that a scheme to deal with food waste through offering leftovers to livers-out will begin when possible.

Finally, The Charity aims to work more closely with the University on Freshers week, ensuring the contribution made by members is acknowledged and rewarded.

**ON BEHALF OF THE BOARD:**

S Barnett – Chair of Trustees

8 December 2020

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**Independent examiners report to the trustees of St Cuthbert's Society Junior Common Room**

I report to the charity trustees on my examination of the accounts of St Cuthbert's Society Junior Common Room for the year ended 31 July 2020.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

I can confirm that I am qualified to undertake the examination because I am a registered member of the ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn to enable a proper understanding of the accounts to be reached.



Robert Ribchester, FCA MA  
Ribchesters, Chartered Accountants  
Finchale House  
Belmont Business Park  
Durham  
DH1 1TW

21 December 2020

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

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

	Note	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>INCOME AND ENDOWMENTS FROM:</b>					
Donations and legacies	2	17,556	-	17,556	16,601
Other trading activities	3	227,134	-	227,134	249,869
Investment income	4	<u>171</u>	<u>-</u>	<u>171</u>	<u>-</u>
<b>Total incoming resources</b>		244,861	-	244,861	266,470
<b>EXPENDITURE ON:</b>					
Raising funds		-	-	-	-
<b>Charitable activities</b>					
Costs of charitable activities	5A	<u>200,069</u>	<u>-</u>	<u>200,069</u>	<u>241,428</u>
<b>Total resources expended</b>		<u>200,069</u>	<u>-</u>	<u>200,069</u>	<u>241,428</u>
<b>NET INCOME/(EXPENDITURE)</b>		44,792	-	44,792	25,042
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		203,735	-	203,735	178,693
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>248,527</u></u>	<u><u>-</u></u>	<u><u>248,527</u></u>	<u><u>203,735</u></u>

The notes form part of these financial statements

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**BALANCE SHEET  
AT 31 JULY 2020**

	Note	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	23,411	-	23,411	-
<b>CURRENT ASSETS</b>					
Prepayments and accrued income		1,959	-	1,959	1,645
Cash at bank and in hand		<u>225,407</u>	<u>-</u>	<u>225,407</u>	<u>215,469</u>
		227,366		227,366	217,114
<b>CREDITORS</b>					
Amounts falling due within one year	9	(2,250)	-	(2,250)	(13,379)
		<u>248,527</u>	<u>-</u>	<u>248,527</u>	<u>203,735</u>
<b>NET CURRENT ASSETS</b>					
		<u>248,527</u>	<u>-</u>	<u>248,527</u>	<u>203,735</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>248,527</u>	<u>-</u>	<u>248,527</u>	<u>203,735</u>
<b>NET ASSETS</b>		<u>248,527</u>	<u>-</u>	<u>248,527</u>	<u>203,735</u>
<b>FUNDS</b>	10				
Unrestricted funds				248,527	203,735
Restricted funds				<u>-</u>	<u>-</u>
<b>TOTAL FUNDS</b>				<u>248,527</u>	<u>203,735</u>

The financial statements were approved by the Board of Trustees on 5<sup>th</sup> December and were signed on its behalf by:



S Barnett – Chair of Trustees

## ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2020

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charity Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable the income will be received and the amount can be measured reliably.

##### **Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation on fixtures, fittings and equipment is provided at 20% on cost in order to write off each asset over its estimated useful life.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds could be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds could only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### 2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Donations	1,252	1,199
Grants	<u>16,304</u>	<u>15,402</u>
	<u>17,556</u>	<u>16,601</u>

Included in grants is £16,304 received from Durham University (2019: £15,402).

#### 3. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Social events income	125,989	154,140
Levies	61,473	70,523
Facilities income	15,305	955
Merchandise income	-	-
Sports and societies subscriptions income	24,367	24,251
	<u>227,134</u>	<u>249,869</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2020**

<b>4</b>	<b>INVESTMENT INCOME</b>	2020	2019
		£	£
	Bank interest received	<u>171</u>	<u>-</u>

**5A. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 5B)	Totals
	£	£	£
Costs of charitable activities	<u>197,825</u>	<u>2,244</u>	<u>200,069</u>

**5B. SUPPORT COSTS**

	Governance costs
	£
Costs of charitable activities	<u>2,244</u>

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 July 2020 nor for the year ended 31 July 2019.

**Trustees' expenses**

	2020	2019
Number of trustees who were paid expenses	<u>-</u>	<u>-</u>

**7. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2020	2019
Admin	1	1
Retail	<u>-</u>	<u>-</u>
	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS – CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2019**

<b>8.</b>	<b>TANGIBLE FIXED ASSETS</b>	Fixtures, fittings and equipment £	
	<b>COST</b>		
	At 1 August 2019	-	
	Additions	<u>27,786</u>	
	At 31 July 2020	<u>27,786</u>	
	<b>DEPRECIATION</b>		
	At 1 August 2019	-	
	Charge for year	<u>4,375</u>	
	At 31 July 2020	<u>4,375</u>	
	<b>NET BOOK VALUE</b>		
	At 31 July 2020	<u>23,411</u>	
	At 31 July 2019	<u>          -</u>	
<b>9.</b>	<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	2020 £	2019 £
	Other creditors	<u>2,250</u>	<u>13,379</u>
		<u>2,250</u>	<u>13,379</u>

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**  
**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 JULY 2020**

**10. MOVEMENT IN FUNDS**

	At 1.8.19 £	Net movement in funds £	At 31.7.20 £
<b>Unrestricted funds</b>			
General fund	203,735	44,792	248,527
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>203,735</u>	<u>44,792</u>	<u>248,527</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Part 1	244,861	(200,069)	44,792
Part 2	-	-	-
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>244,861</u>	<u>(200,069)</u>	<u>44,792</u>

**11. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 July 2020.

**ST CUTHBERT'S SOCIETY JUNIOR COMMON ROOM**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JULY 2020**

	2020 £	2019 £
<b>INCOMING RESOURCES</b>		
<b>Donations and grants</b>		
Donations	1,252	1,199
University grants	<u>16,304</u>	<u>15,402</u>
	17,556	16,601
<b>Other trading activities</b>		
Social events income	125,989	154,140
Levies	61,473	70,523
Facilities income	15,305	955
Merchandise income	-	-
Sports, clubs and societies income	<u>24,367</u>	<u>24,251</u>
	<u>227,134</u>	<u>249,869</u>
<b>Investment income</b>		
Bank interest received	171	-
	<u>244,861</u>	<u>266,470</u>
<b>Total incoming resources</b>	244,861	266,470
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Sports, clubs and societies expenditure	41,488	27,496
Social events expenditure	66,307	164,255
Welfare	-	608
Administration expenditure including wages	43,295	26,935
Facilities expenditure	24,199	7,962
Committees and awards	3,193	2,974
Donations	14,968	-
Input VAT written off from 2016	-	8,666
Depreciation	4,375	-
	<u>197,825</u>	<u>238,896</u>
<b>Governance costs</b>		
Accountancy & Independent examination	<u>2,244</u>	<u>2,532</u>
	200,069	241,428
<b>Total resources expended</b>	200,069	241,428
	<u>44,792</u>	<u>25,042</u>
<b>Net incoming/(outgoing) resources</b>	<u>44,792</u>	<u>25,042</u>