

Charity registration number: 1184182

# Leeds Trinity Students' Union

Annual Report and Financial Statements

for the Year Ended 31 July 2024

# **Leeds Trinity Students' Union**

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# **Leeds Trinity Students' Union**

## **Trustees' Report**

The trustees present their annual report together with the financial statements of the charity for the year ended 31 July 2024. This includes the administrative information as set out below.

### **Reference and Administrative Details**

Charity Registration Number:	1184182
Principal Office:	Brownberrie Lane Horsforth Leeds LS18 5HD
Independent Examiner:	Watson Buckle Limited Chartered Accountants York House Cottingley Business Park Bradford BD16 1PE
Bankers:	HSBC Bank Plc 1 Centenary Square Birmingham B1 1HQ

### **Trustees and officers**

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	M Goodhand
	R McCallion
	A Mahmood (appointed 1 July 2024)
	C Cotton (appointed 7 August 2024)
	J Randall (appointed 7 August 2024)
	A Clewlow (appointed 22 August 2024)
	P Murtough (appointed 22 August 2024)
	J Caress (appointed 22 August 2024)
	M S L Vyse (resigned 7 March 2024)
	C Kiley (resigned 17 June 2024)
	S Sabri (resigned 17 June 2024)
	A Blunt (resigned 17 June 2024)
	C Fieldhouse (resigned 30 June 2024)
	K Howard-Mathews (resigned 30 June 2024)

# **Leeds Trinity Students' Union**

## **Trustees' Report (continued)**

### **Objectives and activities**

#### ***Our charitable objectives***

Leeds Trinity Students' Union (LTSU) charitable objectives are as follows:

- To promote the interest and welfare of students at Leeds Trinity University by representing, supporting and advising students;
- To be the recognised representative between students and Leeds Trinity University and other external bodies; and
- To provide social, cultural, sporting and recreational activities and forums for discussion and debate to allow for personal development of students.

LTSU provides activities and services for use by members and to support work delivered by Leeds Trinity University on behalf of students. These include:

- Championing student academic interests through effective representation and campaigning led by the Elected Officers, Student Council and Course Reps.
- Advice and welfare provision providing support on a range of issues.
- Social Opportunities provision through the Student Bar, Sports Clubs and Societies and one-off activities such as Welcome Week, Awards and Give it a Go activity.

#### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Structure, governance and management**

#### ***Nature of governing document***

Leeds Trinity SU is a constituted Students' Union defined under the Education Act 1994.

It's President and Vice President are elected on an annual cycle by a cross campus ballot. The President is also Chair of the Trustee Board. Both post holders receive training from experienced Union staff and the National Union of Students about their roles. They are supported by a staff team to support them in achieving their goals and the overarching Union strategy.

The Trustee Board comprises of two officer trustees (President and Vice President), three student trustees and up to four external trustees. The President and Vice President are full-time paid posts and remunerated as authorised by the 1994 Education Act. Other Trustee roles are volunteers. The Board of Trustees has delegated the day-to-day running of the Union to the Chief Executive Officer, Lisa Burton through a Statement of Delegated Authority (SODA). The Trustees of the Charity receive regular reports from the Chief Executive and review the Union's performance.

Democratic decisions are decided through elections, referenda and an annually elected Student Council as set out in our Constitution and Byelaws.

#### ***Risk Management***

The Board of Trustees have examined the major strategic business and operational risks faced by the Union which they monitor at each Trustee Board Meeting through the risk register. Where appropriate, LTSU has established systems or procedures to mitigate the risks the charity faces. Budgetary, fraud and internal control risks are minimised by the implementation of procedures for the authorisation of all transactions and projects. Procedures are in place to ensure compliance with health & safety of staff, volunteers, and participants in all the activities organised by LTSU. These procedures are reviewed periodically to ensure they are effective and continue to meet the needs of the charity.

## **Leeds Trinity Students' Union**

### **Trustees' Report (continued)**

#### **Relationships with related parties**

##### **Leeds Trinity University**

Leeds Trinity University's Code of Practice in relation to LTSU and the Union's Articles of Association approved by both organisations regulate the relationship between LTSU and Leeds Trinity University.

LTSU receives a subvention from Leeds Trinity University and part-occupies a building owned by the University. The University also pays for utilities, caretaking, cleaning staff as well as providing support for IT networks and health & safety advice.

The continued support from the University is invaluable and integral to us achieving our charitable objectives.

##### **Affiliation to other bodies**

LTSU affiliates to several organisations to benefit from training, professional development opportunities and information as follows:

- Advice UK, which is a national, independent advice organisation. We are recognised as a member of an appropriate and established national body through AdviceUK.
- BUCS is the British Universities & Colleges Sports which is the national governing body for higher education sport in the UK.
- NUS is the National Union of Students and our affiliation to them means that we can work collectively with Students' Unions across the UK. NUS also provide us with much of the expertise, support, and knowledge so that we can make change for Leeds Trinity University students. LTSU is an active participant in, NUS UK and NUS Charity and their related companies to ensure that the organisation continues to function effectively on behalf of members.

#### **Financial report**

The financial position of the charity has seen its funds increase from £170,365 to £260,602 as a result of additional funding and cost savings being made where possible.

##### ***Principal funding sources***

Principal funding sources LTSU received a Block Grant of £394,436 in 2023/24. LTSU receives restricted funding of £57,600 to run the Student Bar on behalf of the University. This year LTSU also received £15,142 interim money to support the Welcome Week and to help fund sports travel.

##### ***Financial Memorandum***

The President is responsible and accountable to the governors of Leeds Trinity University, for ensuring that the funds received from the governors by LTSU are expended following the uses stipulated in the Financial Memorandum, effective from 1 August 1995, and to comply with the conditions attached to them. The President is also responsible for the regularity and propriety of those funds. Day-to-day financial management is delegated by the Trustees to the Chief Executive of LTSU.

The Financial Memorandum provides that LTSU shall ensure that it has a sound system of internal financial management control, keeps proper accounting records such that it remains close control of its expenditure, and can demonstrate that it has been disbursed exclusively for the purposes intended by the governors.

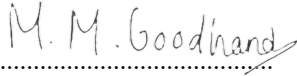
## Leeds Trinity Students' Union

### Trustees' Report (continued)

#### **Funds held as custodian trustee on behalf of others**

LTSU acts as a custodian for funds raised by Clubs and Societies. At the year-end £28,500 (2023 - £20,508) were held by the Union on Clubs & Societies behalf.

The annual report was approved by the trustees of the charity on ~~30th May 2025~~ and signed on its behalf by:



M Goodhand  
Trustee

# Leeds Trinity Students' Union

## Annual Report

### **Report of Activities**

Our impact to students are defined within four areas that are all interlinked and do not stand independently. These four areas are:

- Representation
- Belonging
- Developing
- Supporting

The key achievements and impacts that we have made over the academic year 2023 2024 are defined below within these four areas.

### **Representation**

Over the year, we held three Speak Week campaigns to gather feedback from students on identified subjects and areas to be able to provide feedback and help make changes in collaboration with the University. These campaigns yielded 376 responses and enabled those students to have their voices heard and opinions considered.

We also developed and delivered an improved course rep training programme and launched this online to enable easier access for the students to complete the required training and in turn led to an increased level of course reps from the previous year.

In the annual student elections, for our full time Sabbatical Officers and part time student council officers, we had 288 individual students voting a total of 1848 votes for the selection of their representatives and leaders.

A “You Said, We Did” programme was launched to demonstrate the feedback circle being closed and demonstrating what changes we had made following student feedback.

LTSU worked to encourage the student voice in areas that differ from academia and have continuously asked for feedback within the remits of activities, student welfare, and sustainability to ensure that we were representing what the students wanted in these areas.

The President completed and published the new values-based Student Charter and also authored and submitted the student submission for the new Access and Participation plan. An inclusive version of the student handbook was created for personal tutoring and the President helped to co-create and co-facilitate the “Coaching Approach to Personal Tutoring” that was delivered in LTU.

The President also co-created the principles for the framework for the inclusive and accessible curriculum and assessment and created a student voice mechanism workshop for academic inductions.

### **Belonging**

The Student Bar opened at the beginning of the year with a refreshed menu and an alcohol-free menu to provide more variety and choice for the students and provided a space with consistent opening times that enabled a social space for students to use and feel safe within. A wider events programme was created and delivered that offered a focus on wellbeing style events alongside the traditional events, these included craft sessions, a Festive craft fair and a 24 hour café was also trialled to see if this added support for the students during their exam / assessment period, providing them with a safe space to study that was different to the library and with food and drink available throughout the night.

The Freshers Fair had over 850 students attend and provided a wide variation of opportunities to engage with external brands, internal departments and LTSU activities and representation opportunities, helping to welcome students and enable them to be involved and engaged within the LTU environment as a new student.

Sports clubs were increased by 3 within the year in comparison to the previous year, and societies increased by 9 so that there was a wider opportunity for students to engage and be included in communities. The annual Varsity event was a great success, visiting York St Johns and a total of 100 students were taken to participate along with a team of staff. The annual awards nights for the students, resulted in 253 nominations from students for 16 awards and had 130 students attending the awards evening that was held.

# Leeds Trinity Students' Union

## Annual Report

LTSU continued to ensure the continuous promotion and engagement of existing clubs and societies through give-it-a-go, BUCS, Fairs, Varsity, photography sessions, social media coverage, website promotion, campaigns, and more.

The Vice President worked to Improve communication methods between LTSU and Clubs/Societies based on student feedback and continuously adapted to student-specific needs and creating student communities.

### Developing

We introduced new Student Staff supervisor positions within The Student Bar to enable increased skills and development opportunities for staff and increased our student staff team to 14 members through the offer of Student staff marketing assistants as well as the food and beverage assistants and supervisors.

LTSU worked with the University for the preparation of the City Campus and ensuring that the SU had a presence on campus and that also the student voice was represented, challenging decisions and choices where needed to ensure that the new campus was relatable to student needs.

The annual breast cancer awareness month campaign ran throughout the month of October with a successful Pink Party to conclude the campaign that involved all sports teams, along with the Show Racism the Red Card Campaign, both campaigns were led by the President and Vice President respectfully and included support from the sports teams and societies.

The President and Vice President co-developed the new policies around sustainability, working with LTU to see how sustainability can improve on the Horsforth and City Centre campuses. Sustainability reviews were completed, and action plans created included an activities review, a review of negative impacts, and a review of current knowledge of sustainability amongst the diverse student population.

Towards the end of the year, the AGM was held and had the highest attendance for the past two years with over 40 students attending and voting on decisions and affiliations.

As student demographics had changed and the social lives of students reflected the national changes in socialisation and use of alcohol, we participated in a national survey for a report on the habits of Gen Z students and completed two internal feedback surveys to help understand what the students wanted. This resulted in the submission of a report and paper to Trustee Board for the move from a licensed bar to an alcohol-free café space for the following year in line with the requirements of the majority students, with 77% of students voting for an alcohol-free social space on campus.

### Supporting

Our Advice service provided one to one support for 142 students across the year, providing help with personal and academic issues raised from the students. An automatic academic referral system was achieved for students through collaborative work with LTSU and LTU.

The Vice President supported and held regular student welfare campaigns alongside LTSU Advice. For example, gambling awareness, housing support, winter break support guide, World Mental Health Day, pride, International Day of Disabilities, Time to Talk Day, Valentines Sexual Health Week, Brew Monday, and more.

In addition to the above, LTSU worked towards and successfully achieved the following awards that recognised the change and achievements over the year that had been made.

- Best Bar None Gold Standard (demonstration of a safe and compliant licensed space)
- Green Impact Excellent (demonstration of working to deliver a sustainable organisation)
- Quality Students' Union Good (recognition of the work completed and identification for areas of improvement and support)



## **Leeds Trinity Students' Union**

### **Independent Examiner's Report to the trustees of Leeds Trinity Students' Union**

I report to the trustees on my examination of the accounts of Leeds Trinity Students' Union for the year ended 31 July 2024.

#### **Responsibilities and basis of report**

As the charity trustees of Leeds Trinity Students' Union 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 Leeds Trinity Students' Union's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

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

I have completed my examination. I confirm that no 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 Leeds Trinity Students' Union 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 accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

.....  
Mark Wilcock FCA  
Independent Examiner  
Watson Buckle Limited  
Bradford

Date:.....

## Leeds Trinity Students' Union

### Statement of Financial Activities for the Year Ended 31 July 2024 (Including Income and Expenditure Account)

		Unrestricted funds			
	Note	General £	Restricted funds £	Total 2024 £	Total 2023 £
<b>Income from</b>					
Donations and legacies	3	431,620	92,486	524,106	421,298
Investments	4	2,688	-	2,688	759
Charitable activities	5	23,481	32,091	55,572	55,291
<b>Total income</b>		<u>457,789</u>	<u>124,577</u>	<u>582,366</u>	<u>477,348</u>
<b>Expenditure</b>					
Charitable activities	6	(62,686)	(38,408)	(101,094)	(86,747)
Other	8	(338,991)	(53,364)	(392,355)	(339,213)
<b>Total expenditure</b>		<u>(401,677)</u>	<u>(91,772)</u>	<u>(493,449)</u>	<u>(425,960)</u>
Net income		56,112	32,805	88,917	51,388
Transfers between funds		34,125	(34,125)	-	-
Net movement in funds		<u>90,237</u>	<u>(1,320)</u>	<u>88,917</u>	<u>51,388</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		170,365	1,799	172,164	120,776
Total funds carried forward		<u>260,602</u>	<u>479</u>	<u>261,081</u>	<u>172,164</u>

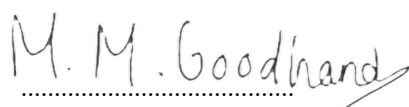
The funds breakdown for 2023 is shown in note 14.

# Leeds Trinity Students' Union

(Registration number: 1184182)  
Balance Sheet as at 31 July 2024

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	11	19,321	21,888
<b>Current assets</b>			
Stocks		7,536	9,711
Debtors	12	9,091	11,166
Cash at bank and in hand		<u>279,312</u>	<u>175,873</u>
		295,939	196,750
<b>Creditors: Amounts falling due within one year</b>	13	<u>(54,179)</u>	<u>(46,474)</u>
<b>Net current assets</b>		<u>241,760</u>	<u>150,276</u>
<b>Net assets</b>		<u>261,081</u>	<u>172,164</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		479	1,799
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>260,602</u>	<u>170,365</u>
<b>Total funds</b>	14	<u>261,081</u>	<u>172,164</u>

The financial statements on pages 8 to 20 were approved by the trustees, and authorised for issue on ~~30th May 2025~~ and signed on their behalf by:

  
.....  
M Goodhand  
Trustee

The notes on pages 10 to 20 form an integral part of these financial statements.

# Leeds Trinity Students' Union

## Notes to the Financial Statements for the Year Ended 31 July 2024

### 1 General information

The entity is a Charitable Incorporated Organisation governed by their constitution.

Their registered address is:

Brownberrie Lane

Horsforth

Leeds

LS18 5HD

### 2 Accounting policies

#### Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland (effective 1 January 2015) and the Charities Act 2011.

The entity meets the definition of a public benefit entity under FRS 102.

#### Basis of preparation

The financial statements have been prepared under the historical cost convention in accordance with applicable United Kingdom Accounting Standards. A summary of the principal accounting policies, which have been applied consistently, except where noted, is set out below.

The charity's functional and presentational currency is pound sterling.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 14.

#### Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### *Donations and legacies*

Income from donations and legacies represents the subvention receivable and the monetary value of services and expenses paid on behalf of the union by Leeds Trinity University in respect of the academic year being reported on. The costs of these services and expenses are recognised within resources expended.

#### *Donated services and facilities*

Donated services are recognised at their open market value in the period in which they are receivable as income, where the benefit to the charity can be reliably measured. An equivalent amount is included as expenditure under the relevant heading in the Statement of Financial Activities.

## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

#### ***Investment income***

Income from investments comprises interest receivable on cash balances held in appropriate interest bearing deposits.

#### ***Charitable activities***

Income from charitable activities represents income from the provision of student services recognised on a receivable basis.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **Tangible fixed assets**

Individual fixed assets costing £500 or more are initially recorded at cost.

#### **Depreciation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Office improvements	10% straight line basis
Bar & disco equipment	10-20% reducing balance basis
Fixtures, fittings and equipment	10-20% reducing balance basis

#### **Stock**

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks. Cost is determined using the first-in, first-out (FIFO).

## **Leeds Trinity Students' Union**

### **Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)**

#### **Key sources of estimation uncertainty**

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of the assets and liabilities within the next financial year are addressed below.

#### **Useful economic lives of tangible assets**

The annual depreciation charge for tangible assets and their carrying amount is determined by the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually and amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. The carrying amount is £19,321 (2023 -£21,888).

#### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### **Debtors**

Debtors are recognised initially when they become due at the transaction price. They are subsequently measured at amortised cost using the effective interest rate method, less provision for impairment. A provision for impairment of debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the debtors.

#### **Creditors**

Creditors are obligations to pay for goods and services that have been acquired by the charity. Creditors are initially recognised at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Pensions and other post retirement obligations**

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

#### 3 Donations and legacies

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Governors' subvention				
Governors' subvention	397,436	92,486	489,922	387,366
Services donated and expenses paid on behalf of the union by the university				
Accommodation provided for sabbaticals	10,564	-	10,564	10,564
Office space	19,520	-	19,520	19,520
Marketing, IT and cleaning	1,025	-	1,025	1,025
Rates	1,875	-	1,875	1,723
Insurance	1,200	-	1,200	1,100
	<u>431,620</u>	<u>92,486</u>	<u>524,106</u>	<u>421,298</u>

#### 4 Income from investments

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Interest receivable and similar income;			
Interest receivable on bank deposits	<u>2,688</u>	<u>2,688</u>	<u>759</u>

#### 5 Income from Charitable activities

	Unrestricted General £	Restricted £	Total 2024 £	Total 2023 £
NUS extra online sales	(6)	-	(6)	481
Advertising and sponsorship	14,500	-	14,500	8,279
Entertainments	598	-	598	888
Sundry	-	-	-	988
Sports awards	4,731	-	4,731	4,138
Varsity income	500	-	500	-
Student Bar/Cafe Income	-	32,091	32,091	38,019
SU Shop (Income)	1,238	-	1,238	998
SU Shop (Advertising Income)	-	-	-	1,500
Supplier commissions	1,920	-	1,920	-
	<u>23,481</u>	<u>32,091</u>	<u>55,572</u>	<u>55,291</u>

## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

#### 6 Expenditure on Charitable Activities

	Unrestricted funds			
	General	Restricted	Total	Total
	£	funds	2024	2023
		£	£	£
Other direct costs	54,256	38,408	92,664	79,788
Sports clubs and societies costs	4,285	-	4,285	4,859
Examination of the financial statements	4,145	-	4,145	2,100
	<u>62,686</u>	<u>38,408</u>	<u>101,094</u>	<u>86,747</u>

#### 7 Grant-making

##### Analysis of grants

	Grants to institutions		Grants to individuals	
	2024	2023	2024	2023
	£	£	£	£
<b>Analysis</b>				
Sports clubs	2,361	1,100	-	-
Funding for events	-	-	-	590
	<u>2,361</u>	<u>1,100</u>	<u>-</u>	<u>590</u>

Below are details of material grants made to institutions by the charity

Name of institution	Activity	2024 £
Basketball	Other direct costs	500
Cheerleading	Other direct costs	-
Dance	Other direct costs	600
Pool	Other direct costs	400
Netball	Other direct costs	350
Grants of £300 or less	Other direct costs	511
		<u>2,361</u>



## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

#### 8 Other resources expended

	Unrestricted funds			
	General	Restricted	Total	Total
	£	funds	2024	2023
		£	£	£
Wages and salaries	202,615	50,722	253,337	224,216
Social security	11,649	1,816	13,465	12,078
Pension costs	3,420	556	3,976	3,851
Other staff costs	6,136	-	6,136	3,600
Trustees remuneration and expenses	59,479	-	59,479	44,213
Marketing and publicity	3,488	-	3,488	2,039
Depreciation	3,045	270	3,315	4,443
Establishment costs	29,038	-	29,038	27,517
Printing, postage and stationery	1,124	-	1,124	1,968
Sundry and other costs	18,375	-	18,375	8,026
Transaction fees	622	-	622	475
Loss on sale of fixed assets held for the charity's own use	-	-	-	6,787
	<u>338,991</u>	<u>53,364</u>	<u>392,355</u>	<u>339,213</u>

## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

#### 9 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

##### **K Howard-Mathews**

K Howard-Mathews received remuneration of £20,365 (2023: £20,268) and £Nil (2023: £81) of expenses were reimbursed to K Howard-Mathews during the year.

During the year pension contributions of £563 (2023: £421) were paid for the benefit of the trustee.

During the year accommodation costs of £0 (2023: £5,282) were paid on behalf of K Howard-Mathews as acting president.

##### **K Clarke**

K Clarke received remuneration of £Nil (2023: £8,411) during the year.

During the year pension contributions of £Nil (2023: £170) were paid for the benefit of the trustee.

During the year accommodation costs of £Nil (2023: £5,282) were paid on behalf of K Clarke as acting vice president for 2022/23.

##### **M Goodhand**

M Goodhand received remuneration of £1,824 (2023: £Nil) and £35 (2023: £1) of expenses were reimbursed to M Goodhand during the year.

During the year pension contributions of £52 (2023: £Nil) were paid for the benefit of the trustee.

##### **C Fieldhouse**

C Fieldhouse received remuneration of £20,365 (2023: £Nil) and £117 (2023: £Nil) of expenses were reimbursed to C Fieldhouse during the year.

During the year pension contributions of £563 (2023: £Nil) were paid for the benefit of the trustee.

During the year accommodation costs of £5,282 (2023: £Nil) were paid on behalf of C Fieldhouse.

##### **A Mahmood**

A Mahmood received remuneration of £1,824 (2023: £Nil) and £34 (2023: £Nil) of expenses were reimbursed to A Mahmood during the year.

During the year pension contributions of £52 (2023: £Nil) were paid for the benefit of the trustee.

The above trustees were paid in relation to their roles as president and vice president of the students union for their respective years. They were all paid in accordance with the constitution.

#### **Key Management Personnel**

##### **L Burton**

L Burton received remuneration of £33,376 (2023: £41,059) during the year.

During the year pension contributions of £1,114 (2023: £1,027) were paid for the benefit of L Burton.

L Burton resigned on 16 April 2024.

##### **K Little**

K Little received remuneration of £7,150 (2022: £Nil) during the year.

## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

#### 10 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
<b>Staff costs during the year were:</b>		
Wages and salaries	297,715	254,829
Social security costs	17,079	14,489
Pension costs	4,899	4,476
Other staff costs	6,136	3,600
	<u>325,829</u>	<u>277,394</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2024 No	2023 No
Charitable activities	<u>18</u>	<u>20</u>

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £85,372 (2023 - £71,356).

#### 11 Tangible fixed assets

	Office improvements £	Bar & disco equipment £	Fixtures, fittings & equipment £	Total £
<b>Cost</b>				
At 1 August 2023	7,550	24,812	14,632	46,994
Additions	<u>-</u>	<u>-</u>	<u>748</u>	<u>748</u>
At 31 July 2024	<u>7,550</u>	<u>24,812</u>	<u>15,380</u>	<u>47,742</u>
<b>Depreciation</b>				
At 1 August 2023	6,732	11,120	7,254	25,106
Charge for the year	<u>755</u>	<u>1,442</u>	<u>1,118</u>	<u>3,315</u>
At 31 July 2024	<u>7,487</u>	<u>12,562</u>	<u>8,372</u>	<u>28,421</u>
<b>Net book value</b>				
At 31 July 2024	<u>63</u>	<u>12,250</u>	<u>7,008</u>	<u>19,321</u>
At 31 July 2023	<u>818</u>	<u>13,692</u>	<u>7,378</u>	<u>21,888</u>

## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

#### 12 Debtors

	2024 £	2023 £
Trade debtors	6,717	1,757
Prepayments and accrued income	1,634	7,611
Other debtors	740	1,798
	<u>9,091</u>	<u>11,166</u>

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

	2024 £	2023 £
Trade creditors	6,216	14,977
Other taxation and social security	2,351	5,115
Other creditors	29,921	20,872
Accruals and deferred income	15,691	5,510
	<u>54,179</u>	<u>46,474</u>

Included in the other creditors above is £28,500 (2023 - £20,508) held on behalf of the students' clubs and societies where the charity acts as custodian for the funds. During the year the charity received funds of £39,480 (2023 - £19,736) and paid funds of £31,487 (2023 - £30,120) on behalf of the students' clubs and societies.

#### 14 Funds

	Balance at 1 August 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 July 2024 £
<b>Unrestricted</b>					
General	<u>170,365</u>	<u>457,789</u>	<u>(401,677)</u>	<u>34,125</u>	<u>260,602</u>
<b>Restricted funds</b>					
Subvention for Student Bar/Cafe	-	100,373	(89,297)	(11,076)	-
Subvention for sports	-	24,204	(1,155)	(23,049)	-
Yorkshire Sports Foundation	<u>1,799</u>	<u>-</u>	<u>(1,320)</u>	<u>-</u>	<u>479</u>
<b>Restricted</b>	<u>1,799</u>	<u>124,577</u>	<u>(91,772)</u>	<u>(34,125)</u>	<u>479</u>
<b>Total funds</b>	<u><u>172,164</u></u>	<u><u>582,366</u></u>	<u><u>(493,449)</u></u>	<u><u>-</u></u>	<u><u>261,081</u></u>

## Leeds Trinity Students' Union

### Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)

	Balance at 1 August 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 July 2023 £
<b>Unrestricted</b>					
General	110,014	348,029	(291,320)	3,642	170,365
<b>Restricted funds</b>					
Subvention for Student Bar/Cafe	7,483	129,319	(134,640)	(2,162)	-
Subvention for sports	1,480	-	-	(1,480)	-
Yorkshire Sports Foundation	1,799	-	-	-	1,799
<b>Total restricted funds</b>	10,762	129,319	(134,640)	(3,642)	1,799
<b>Total funds</b>	120,776	477,348	(425,960)	-	172,164

The specific purposes for which the funds are to be applied are as follows:

Restricted funds:

- Subvention for Student Bar/Cafe represents amounts received to pay for costs relating to the Student Bar/Cafe. Subvention plus income received from the Student Bar/Cafe is combined to cover costs.
- Subvention for sports represented amounts received to pay the sports staff wages.
- Yorkshire Sports Foundation represents a grant received to be used for the delivery of Yoga aimed at reducing isolation on campus.

#### 15 Analysis of net assets between funds

	Unrestricted funds General funds £	Restricted funds £	Total funds £
Tangible fixed assets	19,235	-	19,235
Current assets	295,460	479	295,939
Current liabilities	(54,179)	-	(54,179)
Total net assets	260,516	479	260,995

#### 16 Commitments

The amount of lease payments recognised as an expense was £nil (2023 - £285).

#### 17 Pension and other schemes

##### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,899 (2023 - £4,476).

## **Leeds Trinity Students' Union**

### **Notes to the Financial Statements for the Year Ended 31 July 2024 (continued)**

#### **18 Related party transactions**

During the year the charity made the following related party transactions:

##### **Leeds Trinity University**

(Significant influence over the charity by virtue of its relationship as sponsoring organisation)

During the year subvention of £489,922 (2023 - £387,366) was received from Leeds Trinity University.

During the year Leeds Trinity University donated services and paid expenses to the value of £34,184 (2023 - £33,932).

During the year the charity invoiced £7,327 (2023 - £7,214), including recharges, to Leeds Trinity University and purchases of £nil (2023 - £1,185) were made from Leeds Trinity University. At 31 July 2024 the charity was owed £478 (2023 - £720) from Leeds Trinity University and the charity owed £nil (2023 - £432) to Leeds Trinity University.