

HATFIELD COLLEGE JUNIOR COMMON ROOM

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2023

HATFIELD COLLEGE JUNIOR COMMON ROOM

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HATFIELD COLLEGE JUNIOR COMMON ROOM

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 JULY 2023**

Trustees	Sayyed Muhammad Abdullah Humam Quader, Student Trustee and Senior Man (appointed 1 August 2023) Dr Simon Conor Walls (appointed 5 June 2023) Henry Geoffrey Michael Flack, Student Trustee and Treasurer (appointed 17 March 2023) Kiatinada Lersvidhaya, Student Trustee (appointed 17 March 2023) Duncan Mavin (appointed 18 July 2022) Lucy Cook-Allen, Student Trustee (appointed 18 July 2022, resigned 12 January 2024) Caroline Cantor (appointed 18 July 2022) Joseph Wood (appointed 18 July 2022) Paul Tolley (appointed 18 July 2022, resigned 4 October 2023) Alessia Petty, Student Trustee (appointed 18 July 2022, resigned 17 March 2023) Harry Parker, Student Trustee and Treasurer (appointed 18 July 2022, resigned 17 March 2023) Alice Towle, Student Trustee and Treasurer (appointed 15 March 2024) Alex Golshan, Student Trustee (appointed 15 March 2024) Jonathan Cherrett, Student Trustee and Senior Man (appointed 1 August 2022, resigned 31 July 2023)
Charity registered number	1199683
Principal office	Hatfield College North Bailey Durham DH1 3RQ
Accountants	Ryecroft Glenton Chartered Accountants 32 Portland Terrace Newcastle upon Tyne NE2 1QP
Honorary Treasurer	Harry Parker 18 March 2022 - 17 March 2023 Henry Flack 17 March 2023 - 4 February 2024

HATFIELD COLLEGE JUNIOR COMMON ROOM

TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2023

The trustees present their annual report together with the financial statements of the Charity for the year 1 August 2022 to 31 July 2023.

The Charitable Incorporated Organisation (CIO) was established by a Trust Deed of 18 July 2022 with the Charities Commission. The charitable activities commenced 1 August 2022.

Objectives and activities

● Policies and objectives

The objective of the CIO is to operate the Junior Common Room of Hatfield College (Durham University) is to provide social, sporting, cultural, and recreational activities and forums for discussion and debate for the personal development of members of the Common Room.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

● Activities undertaken to achieve objectives

The Junior Common Room (JCR) enables students of Hatfield College to partake in sports whilst at university. It also provides volunteering opportunities to students throughout the year, whether that be during Freshers' Week as a Freshers' Representative, or by being a part of the executive committee. Students are also given learning opportunities where they can plan large scale events which raise money for charity. This helps with personal development in a variety of ways, ranging from teaching students how to work well in a team to learning how to plan and adhere to a budget. Furthermore, the JCR provides basic wellbeing support and signposting, as well as providing welfare supplies.

● Volunteers

Executive members are volunteers who help with the running of the JCR. Fresher Representatives (FREPs) volunteer around 30 hours each during Freshers' Week to introduce new students to college and university life.

There are also various events committees that organise small or large scale events. Team captains and presidents also contribute to the running of sports clubs.

The Student trustee is a volunteer who attends CIO trustee board meetings to ensure decisions are being made with students' interests in mind.

● Main activities undertaken to further the Charity's purposes for the public benefit

The object of the CIO is the advancement of the education of Hatfield College Students for the public benefit by:

- promoting the interests and welfare of students at Hatfield College during their course of study and representing, supporting and advising students;
- being the recognised representative channel between students and Hatfield College and any other external bodies; and
- providing social, cultural, sporting and recreational activities and forums for discussions and debate for the personal development of its students.

The JCR seeks to ensure fair treatment of all its members in the execution of its charitable objects.

HATFIELD COLLEGE JUNIOR COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Achievements and performance

- **Main achievements of the Charity**

As well as offering a series of events throughout Freshers' Week, we run a range of large scale social events such as balls. Participation of college sport is also organised through the JCR. Basic welfare support and signposting is also provided by members of the executive committee of the JCR.

- **Fundraising activities and income generation**

The Common Room works in partnership with College and University in the induction of new students during "Fresher's week". Inducting new students into the common room effectively increases income gained through membership fees.

- **Investment policy and performance**

Cash reserves are currently held in a bank current account. The trustees are currently developing an investment policy.

- **Financial review**

The charity has closing reserves of £78,582. In the first year of operation income of £313,053 has been received including £69,913 transferred the Durham University in respect of opening funds of the JCR. Expenditure of £234,471 has been incurred resulting in a surplus of £78,582.

- **Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

- **Reserves policy**

We are currently developing our reserves policy.

On 31st July 2023, the JCR held £78,582 in reserves which the trustees consider to be reasonable.

Structure, governance and management

- **Constitution**

Hatfield College Junior Common Room is a registered charity (Charitable Incorporated Organisation - CIO), number 1199683, and is constituted under a Trust deed dated 18 July 2022.

HATFIELD COLLEGE JUNIOR COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Structure, governance and management (continued)

● Methods of appointment or election of Trustees

Apart from the first charity trustees, every appointed external trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. Apart from the first charity trustees, every appointed student trustee must be appointed for a term of one year by a resolution passed at a properly convened meeting of the charity trustees. Student trustees are elected by members of the JCR. External trustees are recruited through an interview process.

● Organisational structure and decision-making policies

The charity has a Board of Trustees which is comprised of no less than 3 and no more than 5 external trustees (who shall not be current students at Durham University), and no less than 3 and no more than 4 appointed student trustees.

The charity works alongside Durham University and Hatfield College in achieving its goals.

● Policies adopted for the induction and training of Trustees

The charity trustees will make available to each new charity trustee, on or before his or her first appointment a copy of the current version of the constitution and a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

We are currently working on further policies for the induction and training of trustees

● Related party relationships

The JCR is recognised by Hatfield College as the student representative body, We take on some joint activities mainly through Hatfield College, which is part of the University of Durham, such as open days, academic and social events. The JCR works in collaboration with the Durham Students Union and consequently the National Union of Students, both of which provides wider representation for JCR members and also offers guidance and support. The JCR is partnered with the University of Durham, which provides space and facilities to members. We have strong links with various other academic and student bodies connected to Hatfield College and the University of Durham generally.

● Financial risk management

The trustees have assessed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

HATFIELD COLLEGE JUNIOR COMMON ROOM

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2023

Statement of Trustees' responsibilities

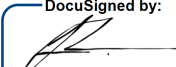
The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

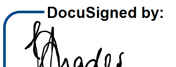
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of trustees on 28 May 2024 and signed on their behalf by:

DocuSigned by:

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Joseph Wood
(Chair of Trustees)

DocuSigned by:

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Sayyed Muhammad Abdullah Humam Quader
(Trustee)

HATFIELD COLLEGE JUNIOR COMMON ROOM

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JULY 2023**

Independent Examiner's Report to the Trustees of Hatfield College Junior Common Room ('the Charity')

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

Responsibilities and Basis of Report

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

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

Since the Charity'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 Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

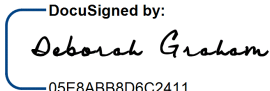
I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
the accounts do not accord with those records; or

the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached. This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: 
05E8ABB8D6C2411...

Dated: 28 May 2024

Deborah Graham, FCA

Ryecroft Glenton
32 Portland Terrace
Newcastle upon Tyne, NE2 1QP

HATFIELD COLLEGE JUNIOR COMMON ROOM

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

	Note	Unrestricted funds 2023 £	Total funds 2023 £
Income from:			
Donations and legacies	3	69,913	69,913
Charitable activities	4	157,443	157,443
Other income	5	85,697	85,697
Total income		313,053	313,053
Expenditure on:			
Charitable activities	6	234,471	234,471
Total expenditure		234,471	234,471
Net movement in funds		78,582	78,582
Reconciliation of funds:			
Net movement in funds		78,582	78,582
Total funds carried forward		78,582	78,582

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

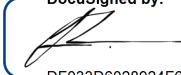
The notes on pages 9 to 15 form part of these financial statements.

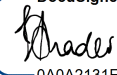
HATFIELD COLLEGE JUNIOR COMMON ROOM

BALANCE SHEET
AS AT 31 JULY 2023

	Note	2023 £
Current assets		
Debtors	11	3,137
Cash at bank and in hand		139,469
		<u>142,606</u>
Creditors: amounts falling due within one year	12	(64,024)
		<u>78,582</u>
Net current assets		<u>78,582</u>
Total assets less current liabilities		<u>78,582</u>
Net assets		<u>78,582</u>
Total net assets		<u><u>78,582</u></u>
Charity funds		
Unrestricted funds		78,582
Total funds		<u><u>78,582</u></u>

The financial statements were approved and authorised for issue by the Trustees on 28 May 2024 and signed on their behalf by:

DocuSigned by:

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Joseph Wood
(Chair of Trustees)

DocuSigned by:

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Sayyed Muhammad Abdullah Humam Quader
(Trustee)

The notes on pages 9 to 15 form part of these financial statements.

HATFIELD COLLEGE JUNIOR COMMON ROOM

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

1. General information

Hatfield College Junior Common Room is a Charitable Incorporated Organisation (CIO) registered at the Charities Commission on 18 July 2022, charity number 1199683.

The registered address is Hatfield College, North Bailey, Durham, DH1 3RQ.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Hatfield College Junior Common Room meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

2.3 Income

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

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

HATFIELD COLLEGE JUNIOR COMMON ROOM

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

2. Accounting policies (continued)
2.5 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.7 Liabilities

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

2.8 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.9 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

3. Income from donations and legacies

	Unrestricted funds 2023 £	Total funds 2023 £
Transfer of opening funds from Durham University	69,913	69,913

HATFIELD COLLEGE JUNIOR COMMON ROOM

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

4. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Income from charitable activities - Clubs and Societies	54,924	54,924
Income from charitable activities - Events	99,878	99,878
Income from charitable activities - Formals	2,641	2,641
Total 2023	<u>157,443</u>	<u>157,443</u>

5. Other incoming resources

	Unrestricted funds 2023 £	Total funds 2023 £
Hire income	2,736	2,736
Gown income	1,600	1,600
Sales	905	905
Other income	36,789	36,789
Activities income	43,667	43,667
Total 2023	<u>85,697</u>	<u>85,697</u>

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

	Unrestricted funds 2023 £	Total 2023 £
Direct costs - Student welfare and development	<u>234,471</u>	<u>234,471</u>

HATFIELD COLLEGE JUNIOR COMMON ROOM

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

7. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £
Direct costs - Student welfare and development	229,160	5,311	234,471

Analysis of direct costs

	Total funds 2023 £
Staff costs	23,568
General activities	68,285
Contribution towards formals	15,162
Clubs and societies	31,255
Event expenditure	53,310
Gowns	15,000
Other expenditure	22,580
	<hr/> 229,160 <hr/>

Analysis of support costs

	Total funds 2023 £
Subscriptions	451
Accountancy and independent examination	3,540
Bookkeeping services	1,320
Total 2023	<hr/> 5,311 <hr/>

HATFIELD COLLEGE JUNIOR COMMON ROOM

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

11. Debtors

	2023
	£
Due within one year	
Trade debtors	2,794
Prepayments and accrued income	343
	<u>3,137</u>
	<u><u>3,137</u></u>

12. Creditors: Amounts falling due within one year

	2023
	£
Trade creditors	57,359
Accruals and deferred income	6,665
	<u>64,024</u>
	<u><u>64,024</u></u>

13. Financial instruments

	2023
	£
Financial assets	
Financial assets measured at fair value through income and expenditure	139,469
	<u><u>139,469</u></u>

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

14. Summary of funds**Summary of funds - current year**

	Income	Expenditure	Balance at
	£	£	31 July 2023
			£
General funds	313,053	(234,471)	78,582
	<u>313,053</u>	<u>(234,471)</u>	<u>78,582</u>

HATFIELD COLLEGE JUNIOR COMMON ROOM

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

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Total funds 2023 £
Current assets	142,606	142,606
Creditors due within one year	(64,024)	(64,024)
Total	78,582	78,582

16. Related party transactions

Funds of £69,913 were transferred to JCR from Durham University being funds belonging to the common room on transfer to its own entity. Wage costs have been recharged from the payroll department of Durham University of £23,568 in the year to the charity.

As at 31 July 2023, £55,408 is owed to Durham University in respect of recharged expenditure.