

Charity registration number: 1151574

Leeds Trinity Students Union

Annual Report and Financial Statements

for the period from 1 August 2018 to 6 September 2019

Leeds Trinity Students Union

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Leeds Trinity Students Union

Reference and Administrative Details

Charity Registration Number	1151574
Trustees	K Mackenzie (resigned 23 May 2019) D Howarth (resigned 1 December 2018) C Isherwood (resigned 30 June 2019) J Glazzard J Nelson (resigned 30 June 2019) A Knight (resigned 30 June 2019) L Edmonds J Bainbridge (resigned 30 June 2019) Z Shah (appointed 1 July 2019) C Dow (appointed 1 July 2019) J Johnson (appointed 14 January 2019) A Blunt (appointed 14 January 2019) A Pandor (appointed 8 July 2019) R Matthews (appointed 8 July 2019)
Principal Office	Brownberrie Lane Horsforth Leeds LS18 5HD
Bankers	HSBC Bank Plc 88 Town Street Horsforth Leeds LS18 4AR
Independent Examiner	Watson Buckle Limited Chartered Accountants York House Cottingley Business Park Bradford BD16 1PE

Leeds Trinity Students Union

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the period ended 6 September 2019.

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
- To provide social, cultural, sporting and recreational activities and forums for discussion and debate to allow for personal development of students

This is achieved through key activities to support the above:

- 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 Sport Clubs and Societies and one off activities such as Freshers' Week, Graduation Ball and Give it a Go

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.

Financial review

Total incoming resources were £338,345 (2018 - £301,670). Total resources expended were £360,536 (2018 - £299,995).

Principal funding sources

The Union received a Block Grant of £181,000 in 2018/19. The Union continues to receive £11,000 restricted funding for sport and BUCs activities in addition to its block grant from the University.

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 the Union are expended in accordance with 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 General Manager of Leeds Trinity Students' Union.

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

Plans for future periods

Plans for the future of the organisation can be found in the Annual Report which forms part of this documentation.

Leeds Trinity Students Union

Trustees' Report

Structure, governance and management

Nature of governing document

LTSU 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.

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

Achievements and performance

The organisation has had another successful year being shortlisted for Students' Union of the Year by Educate North & UK Leadership Awards. The Union also recorded another record turnout achieving 39.5% engagement which is the second highest in the country. We are also receiving the Quality Students' Unions external accreditation from the National Union of Students (NUS) and Green Impact Good quality mark. Further highlights are included within our Annual Report.

Future plans are largely centred on the creation of our new café bar venue Studio as well as development of our next strategic plan.

Relationships with related parties

Leeds Trinity University

The Students' Union receive a block grant from the University. It part-occupies a building owned by the University that also pays for utilities, caretaking and cleaning staff.

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

Funds held as custodian trustee on behalf of others

LTSU acts as a custodian for funds raised by Clubs and Societies which includes the block grant of the Union. At the year-end £21,925 were held by the Union on Clubs & Societies behalf.

The annual report was approved by the trustees of the charity on 7 December 2019 and signed on its behalf by:

.....
Z Shah
Trustee

LEEDS TRINITY
STUDENTS' UNION

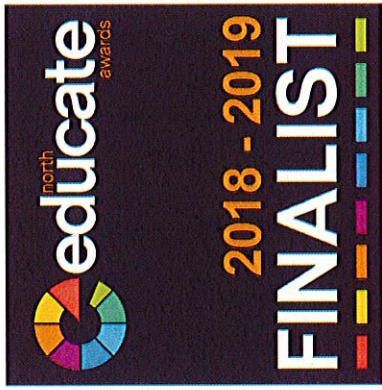
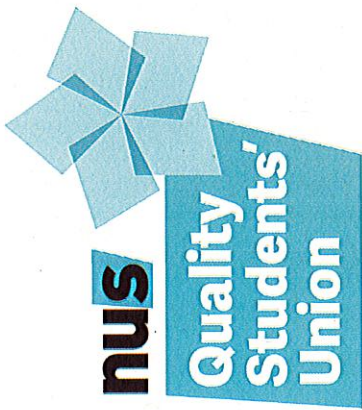
2018 - 2019

ANNUAL REPORT

The logo for Leeds Trinity Students' Union (LTSU) is located in the bottom right corner. It consists of the letters 'LTSU' in a bold, white, rounded font with a blue outline.The background of the report cover is a stylized illustration of a large, multi-story building with a grid of windows. The building is rendered in a light green and yellow color palette. The illustration is set against a background of green foliage and trees. The text 'SUPPORTING YOU TO REACH YOUR POTENTIAL' is written in a white, sans-serif font across the middle of the building's facade.

SUPPORTING YOU TO REACH YOUR POTENTIAL

OUR AWARDS & ACCREDITATIONS



Good

NUS Green Impact
Students' Unions



INTRODUCTION

Leeds Trinity Students' Union is a charity.

As a charity we exist for the benefit of Leeds Trinity students. We do this in five ways:

1. We act as a medium of communication between the members of the Union, the Governors, the University and other bodies.
2. We advance the education of our members and students of the University as a whole.
3. We represent the interest of our members and act as a channel of communication in dealing with the University and other bodies.
4. We promote and protect the welfare of our members through the provision of information, advice and activities.
5. We promote, encourage and co-ordinate student clubs, societies, sports and student activities.

How is the Union run?

The Union is led by two annual elected officers - the President and Vice-President. As a charity there are also nine trustees made up of two elected sabbatical officers, three student trustees and up to four external trustees. They are the first and final decision making body of the Union. Political and policy decisions are made by the annually elected Student Council which includes the President and Vice-President.

A small staff team support the work of the elected officers and the overall strategy that has been agreed by the Trustees.

Thank you to Leeds Trinity University for their continued professional and financial support. Also thank you to our sponsors Arrow Cars, Dominos, Endsleigh, Hemingways, PRYZM and Superbull.

"As we go into the last year of our current strategy within the Big Plan we reflect with pride on our achievements over the past year.

Our Mental Health Leaders programme is now at full speed with over 50% of students having taken part. We also opened an on campus cashless convenience and clothing shop which scored a 92% satisfaction rating in our most recent annual Rate your Union survey.

We continued our commitment to the environment and sustainability achieving for the second year running the Green Impact accreditation. Our work was externally audited by the National Union of Students (NUS) through their Quality Students' Unions standard with us achieving the best possible score across a number of categories firmly placing us as a sector leading Students' Union. We have also presented on sector leading work in student commercial services and mental health.

Engagement with students continues to increase with us achieving a 39.5% election turnout in March 2019 which is the second highest turnout in the country. Our new ideas hub 'Students' Say' had 30 ideas submitted which included successfully lobbying the University to increase provision of lockers within the library and a microwave station being created for students to use. We also ran a range of events with the brilliant Student Council for Black History Month, World Mental Health Day, International Women's Day and LGBT History month.

Looking ahead we are delighted to be launching a new café and bar space Studio on campus and will ensure students, as they are with everything we do, are at the heart of our service delivery. We launch a new website in Autumn 2019 which will offer our members enhanced access to information and funding for Sport Clubs and Societies. Additionally, we have a range of campaigns planned to ensure students have the best possible experience whilst at Leeds Trinity University, helping them gain experiences and opportunities like no other, it's our inclusive, personalised, student first approach that means our students will never feel as if they are not represented or left bored. Hosting our third annual Varsity this year against York St. John also sparks excitement.

Finally a huge thank you to our predecessors Jake Bainbridge and Charles Isherwood and the incredible LTSU staff, student volunteers and trustees who continue to play an integral role in the organisation's success."



CHRIS DOW
Vice-President
2019-2020

ZOHA SHAH AND CHRIS DOW
STUDENTS' UNION PRESIDENT &
VICE-PRESIDENT 2019-2020

ZOHA SHAH
President
2019-2020

STUDENT VOICE

437



437 Interactions with our online 'Students Say', ideas zone where you can like or dislike ideas put forward by other students

39.5%



39.5% election turn out. One of the highest in the country three years running.

300+



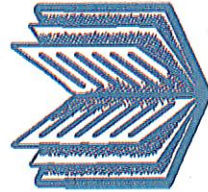
300+ nominations for Academic Interest Awards

55%



55% Course Reps Recruited

12



12 New Council Policies passed

51



51 Students at two Student Forum

"Over the last 3 years my involvement with the LTSU has provided numerous opportunities for volunteering, work and sport. In my final year I worked as part of the engagement team, sat on the student council as the first ever Sustainability officer and was elected as the Chairwoman of Women's Rugby Union. Through all of these roles I have engaged with a wider range of students than ever before and become more knowledgeable about the needs and wants of students at Trinity. With the help and support of LTSU I ran several successful campaigns, all of which were rewarding and contributed towards our annual Green Impact award. I've thoroughly enjoyed each and every role so far and can't wait to make even more memories in the year to come!"

- Chelsey Grooby, Student Council 2018-19

SOCIAL OPPORTUNITIES

165
Give it a Go
and
Social Events run
by your SU

Freshers week
events 50/50
alcoholic/
non-alcoholic
focused

1,500+
Welcome
Bags handed
out to new
students

150+ Students
attending
Graduation
Ball

8 New
Academic
and
Liberation
Societies

1,500+
Attending
Freshers'
Fair

12 New
Societies &
2 New Club

370
Sports Club
and 305
Societies
Members

500+ Clubs
and Society
Award
nominations

First away
Varsity vs.
York
St. John

270
Clubs and
Society
Award
attendees

Sport Club Hall of Fame

- Club of the year - Netball
- Club Committee of the year - Boxing
- Coaching of the year - Henrik Bader (Boxing)
- Team of the year - Swim team
- Society of the Year - Dance
- Society Committee of the year - Christian Union
- First entrants into BUCS tennis championships
- First entrants into the BUCS individual badminton championships
- First time entering two competitions in one season for Cheerleading
- New netball team added to the club and in BUCS

“3 years at Leeds Trinity University has given me a number of opportunities to make some fantastic memories, with the help of the Students’ Union. Throughout my time at Uni I was part of the women’s rugby team and undertook the role of captain in my final year of study. I was able to expand my knowledge of the sport, further understand discipline and see how rewarding it is to have such an important role on a team. I have made some friends for life during games, socials and team training. My sporting experience within LTSU has been greatly rewarding and my confidence has grown significantly, which wouldn’t have been possible without the support of the staff. The staff are always there for guidance and advice, on match days and before or after. I hope the Students’ Union continues to expand and grow to be able to keep giving the students the best university experience.”

- Rachel Brown, Women’s Rugby Union Captain 2018-19

SUPPORTING STUDENTS

750+



750+
Over 750
placement
students
received
mental
health
training

200+



200+
Housing
Fair
attendees

9



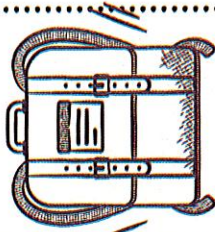
9
Student
Hardship
Vouchers
issued

20+



20+
Approx.
health related
screenings

500+



500+
Health
related
packs
distributed

25



25
Sports
leaders
trained in
mental
health

1



1
Student-led
review of SU
Advice Service

“My time at the SU has been nothing but enjoyable! After running the Student-Led Staff Awards and being elected as Disabilities Officer, I had the opportunity to be involved. The Union gave me the opportunity to make the changes I wanted to see and supported all my events and ideas. Volunteering enhanced my time at Trinity and allowed me to make my mark.”

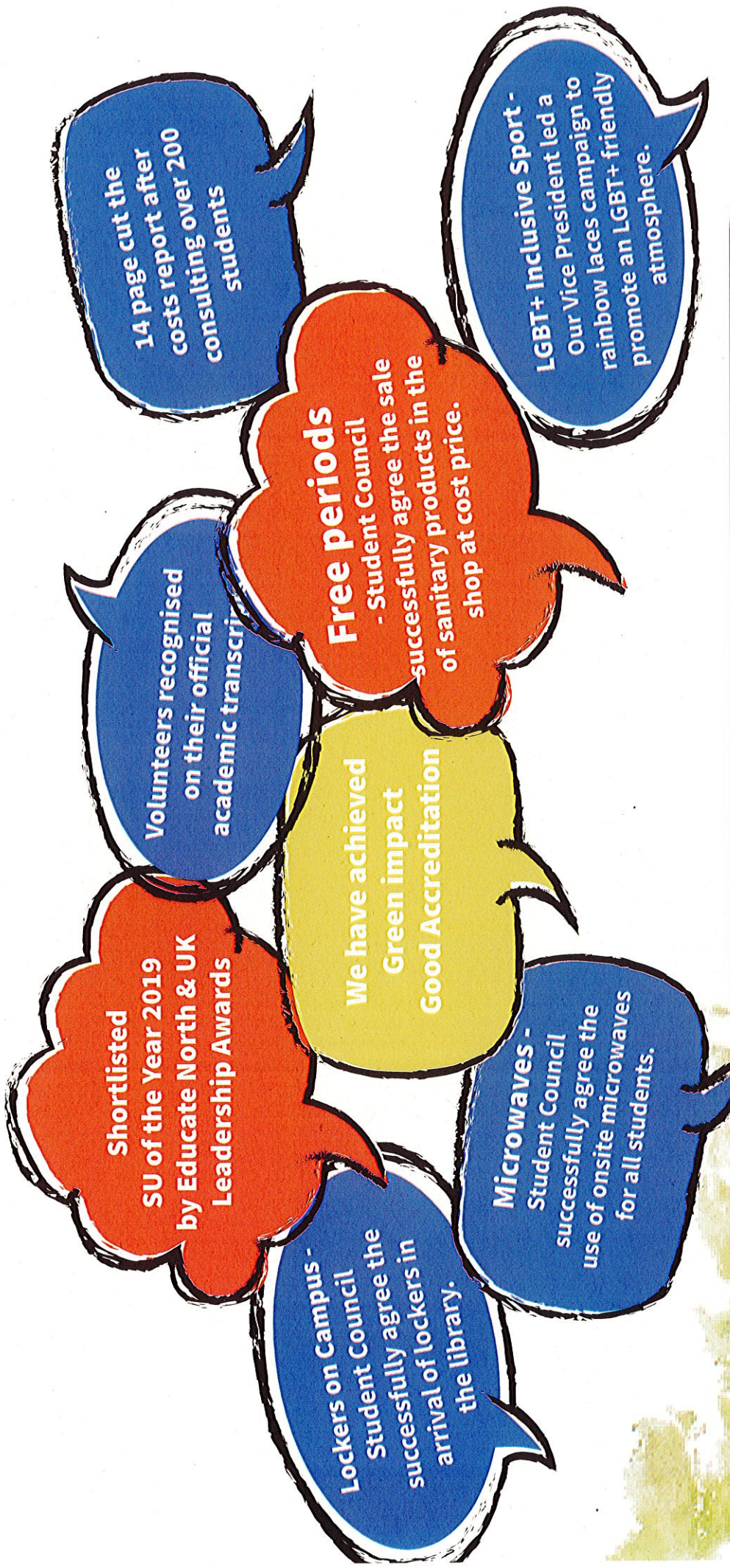
Anonymous

6

“My aim is to tap into the community atmosphere on campus and incorporate awareness and understanding within this. I will endeavour to create such a change that discussions surrounding diversity, inclusivity and stereotypes in relation to mental health and disability become part of normal daily discussions. As well as influencing the social aspect, I will push to improve policies and services on campus which will have the potential to impact not only students and staff, but also the local community outside of campus.”

Heather

A UNION THAT ADDS VALUE TO STUDENT LIVES



"I've been part of the boxing team at the university for a year, in that time we have developed a huge amount. It is great to see more and more students getting involved in the sport and supporting the club. The SU have helped enormously, as this was a new club last year which me and my friend started. We were unsure about how things work and how to run the club but the support from the Students' Union helped us launch the club and helped us achieve much more than what we expected. I'm really looking forward to what next year brings for us and the SU."

Henrik Bader, Boxing Chairperson 2018-20.

**Find out what
your Students'
Union is doing at:
www.LTSU.co.uk**

 leedstrinityunion

 leedstrinitySU

 leedstrinitySU

Leeds Trinity Students Union

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

I report to the charity trustees on my examination of the accounts of the charity for the year ended 6 September 2019 which are set out on pages 13 to 26.

Respective responsibilities of trustees and examiner

As the charity's 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 , 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.

.....
Selina J Armitage
Watson Buckle Limited
Chartered Accountants

York House
Cottingley Business Park
Bradford
BD16 1PE

7 December 2019

Leeds Trinity Students Union

Statement of Financial Activities for the Period from 1 August 2018 to 6 September 2019 (Including Income and Expenditure Account)

	Note	Unrestricted funds		Total	Total
		General £	Restricted funds £	6 September 2019 £	Year ended 31 July 2018 £
Income from					
Donations and legacies	3	204,651	11,000	215,651	215,151
Investments	4	141	-	141	31
Charitable activities	5	122,553	-	122,553	86,488
Total income		<u>327,345</u>	<u>11,000</u>	<u>338,345</u>	<u>301,670</u>
Expenditure					
Charitable activities	6	(122,917)	-	(122,917)	(91,493)
Other	8	(209,417)	(28,202)	(237,619)	(208,502)
Total expenditure		<u>(332,334)</u>	<u>(28,202)</u>	<u>(360,536)</u>	<u>(299,995)</u>
Net (expenditure)/income		(4,989)	(17,202)	(22,191)	1,675
Transfers between funds		(17,202)	17,202	-	-
Net movement in funds		<u>(22,191)</u>	<u>-</u>	<u>(22,191)</u>	<u>1,675</u>
Reconciliation of funds					
Total funds brought forward		86,028	-	86,028	84,353
Total funds carried forward		<u>63,837</u>	<u>-</u>	<u>63,837</u>	<u>86,028</u>

The funds breakdown for 2018 is shown in note 15.

Leeds Trinity Students Union

(Registration number: 1151574)
Balance Sheet as at 6 September 2019

	Note	6 September 2019 £	31 July 2018 £
Fixed assets			
Tangible assets	11	30,732	15,102
Current assets			
Stocks		6,779	3,063
Debtors	12	23,721	2,991
Cash at bank and in hand		69,783	103,244
		<u>100,283</u>	<u>109,298</u>
Creditors: Amounts falling due within one year	13	<u>(67,178)</u>	<u>(38,372)</u>
Net current assets		<u>33,105</u>	<u>70,926</u>
Net assets		<u>63,837</u>	<u>86,028</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>63,837</u>	<u>86,028</u>
Total funds	15	<u>63,837</u>	<u>86,028</u>

The financial statements on pages 13 to 26 were approved by the trustees, and authorised for issue on 7 December 2019 and signed on their behalf by:

.....
Z Shah
Trustee

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

1 General information

The entity is an unincorporated registered charity 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 has chosen to early adopt FRS 102 March 2018.

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 of for specific purposes, the use of which is restricted to that area or purpose.

Further details of each fund are disclosed in note 15.

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.

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

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.

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.

Disclosure of long or short period

The financial statements are a 13 month reporting period as a result of a change in the year end, in line with the constitution, from 31 July 2019 to 6 September 2019. This change was to align the year end with the incorporation of the charitable organisation. Therefore, comparative figures will not be entirely comparable.

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 £100 or more are initially recorded at cost.

Depreciation and amortisation

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:

Asset class	Depreciation method and rate
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 Period from 1 August 2018 to 6 September 2019

Key sources of estimation uncertainty

The company 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 £30,731 (2018 -£15,102).

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.

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.

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

3 Donations and legacies

	Unrestricted funds		Total 6 September 2019 £	Total Year ended 31 July 2018 £
	General £	Restricted funds £		
Governors' subvention				
Governors' subvention	181,000	11,000	192,000	192,000
Services donated and expenses paid on behalf of the union by the university				
Accommodation provided for sabbaticals	5,002	-	5,002	5,002
Office space	13,926	-	13,926	13,926
Marketing, IT and cleaning	660	-	660	660
Rates	1,583	-	1,583	1,583
Insurance	700	-	700	700
Utilities	780	-	780	780
Donations				
Donations from companies, trusts and similar proceeds	1,000	-	1,000	500
	<u>204,651</u>	<u>11,000</u>	<u>215,651</u>	<u>215,151</u>

4 Income from investments

	Unrestricted funds		Total 6 September 2019 £	Total Year ended 31 July 2018 £
	General £			
Interest receivable and similar income;				
Interest receivable on bank deposits	141		141	31
	<u>141</u>		<u>141</u>	<u>31</u>

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

5 Income from Charitable activities

	Unrestricted funds		Total Year ended 31 July 2018 £
	General £	Total 6 September 2019 £	
NUS extra online sales	9,667	9,667	16,093
Advertising and sponsorship	15,821	15,821	14,986
Entertainments	4,524	4,524	6,307
Freshers week	18,626	18,626	15,191
Welfare	2,930	2,930	1,533
First Bus Passes	7,644	7,644	22,194
Sundry	3,266	3,266	4,269
Sports awards	6,153	6,153	5,455
Give it a Go	82	82	-
Raising and Giving	-	-	460
Funds from dormant society accounts	1,750	1,750	-
Varsity income	1,316	1,316	-
Lounge bar income	26,305	26,305	-
SU Shop (Income)	22,048	22,048	-
SU Shop (Advertising Income)	1,250	1,250	-
Supplier commissions	1,171	1,171	-
	<u>122,553</u>	<u>122,553</u>	<u>86,488</u>

6 Expenditure on Charitable Activities

	Unrestricted funds		Total Year ended 31 July 2018 £
	General £	Total 6 September 2019 £	
Other direct costs	113,245	113,245	73,288
Establishment costs	7,922	7,922	11,405
Auditors' remuneration	-	-	6,800
Examination of the financial statements	1,750	1,750	-
	<u>122,917</u>	<u>122,917</u>	<u>91,493</u>

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

7 Grant-making

Analysis of grants

	Grants to institutions 6 September 2019 £	Grants to individuals 6 September 2019 £
Analysis		
Sports clubs	2,846	-
Societies	66	-
Funding for events	-	64
	2,912	64

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

Name of institution	Activity	2019 £
Swim team	Other direct costs	577
Tennis	Other direct costs	391
Cricket	Other direct costs	850
Grants less than £300	Other direct costs	1,094
		2,912

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

8 Other resources expended

	Unrestricted funds		Total 6 September 2019 £	Total Year ended 31 July 2018 £
	General £	Restricted funds £		
Staff costs				
Wages and salaries	108,250	25,496	133,746	111,937
Social security	4,151	2,247	6,398	5,987
Pension costs	1,530	459	1,989	1,285
Other staff costs	8,130	-	8,130	6,073
Trustees remuneration and expenses	46,916	-	46,916	42,183
Marketing and publicity	5,590	-	5,590	3,424
Depreciation	2,414	-	2,414	2,001
Establishment costs	6,352	-	6,352	4,846
Office expenses	15,509	-	15,509	15,509
Printing, postage and stationery	4,960	-	4,960	3,983
Sundry and other costs	2,936	-	2,936	8,035
Entertainment	1,186	-	1,186	675
Bank charges	1,221	-	1,221	1,085
Bad debt expense	-	-	-	1,222
Loss on sale of fixed assets held for the charity's own use	272	-	272	257
	<u>209,417</u>	<u>28,202</u>	<u>237,619</u>	<u>208,502</u>

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

9 Trustees remuneration and expenses

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

C Isherwood

C Isherwood received remuneration of £16,202 (2018: £17,500) and £1,765 (2018: £566) of expenses were reimbursed to C Isherwood during the period.

During the year pension contributions of £207 (2018: £212) were paid for the benefit of the trustee.

G Wood

G Wood received remuneration of £Nil (2018: £16,042) and £Nil (2018: £371) of expenses were reimbursed to G Wood during the period.

During the year pension contributions of £Nil (2018: £77) were paid for the benefit of the trustee.

J Bainbridge

J Bainbridge received remuneration of £16,202 (2018: £1,458) and £34 (2018: £Nil) of expenses were reimbursed to J Bainbridge during the period.

During the year pension contributions of £207 (2018: £23) were paid for the benefit of the trustee.

Z Shah

Z Shah received remuneration of £3,263 (2018: £Nil) and £27 (2018: £Nil) of expenses were reimbursed to Z Shah during the period.

C Dow

C Dow received remuneration of £3,140 (2018: £Nil) and £34 (2018: £Nil) of expenses were reimbursed to C Dow during the period.

During the year pension contributions of £25 (2018: £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.

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

10 Staff costs

The aggregate payroll costs were as follows:

	6 September 2019 £	31 July 2018 £
Staff costs during the period were:		
Wages and salaries	172,552	146,937
Social security costs	8,959	7,856
Pension costs	2,536	1,597
	184,047	156,390

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

	6 September 2019 No	31 July 2018 No
Charitable activities	15	14

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

The total employee benefits of the key management personnel of the charity were £77,526 (2018 - £64,087).

11 Tangible fixed assets

	Office improvements £	Bar & disco equipment £	Fixtures, fittings & equipment £	Total £
Cost				
At 1 August 2018	7,550	7,401	12,376	27,327
Additions	-	15,648	2,868	18,516
Disposals	-	(472)	-	(472)
At 6 September 2019	7,550	22,577	15,244	45,371
Depreciation				
At 1 August 2018	2,957	4,677	4,591	12,225
Charge for the year	818	573	1,023	2,414
At 6 September 2019	3,775	5,250	5,614	14,639
Net book value				
At 6 September 2019	3,775	17,327	9,630	30,732
At 31 July 2018	4,593	2,724	7,785	15,102

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

12 Debtors

	6 September 2019	31 July 2018
	£	£
Trade debtors	15,229	793
Prepayments	4,832	1,158
Other debtors	3,660	1,040
	<u>23,721</u>	<u>2,991</u>

13 Creditors: amounts falling due within one year

	6 September 2019	31 July 2018
	£	£
Trade creditors	17,606	1,443
Other taxation and social security	3,230	2,052
Other creditors	21,925	21,417
Accruals and deferred income	24,417	13,460
	<u>67,178</u>	<u>38,372</u>

Included in the other creditors above is £21,925 (2018 - £21,417) 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 £29,508 (2018 - £33,483) and paid funds of £30,784 (2018 - £32,960) on behalf of the students' clubs and societies.

	6 September 2019
	£
Deferred income at 1 August 2018	1,915
Resources deferred in the period	12,054
Amounts released from previous periods	(1,915)
Deferred income at 6 September 2019	<u>12,054</u>

14 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the period represents contributions payable by the charity to the scheme and amounted to £2,536 (2018 - £1,597).

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

15 Funds

	Balance at 1 August 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 6 September 2019 £
Unrestricted funds					
General	86,028	327,345	(332,334)	(17,202)	63,837
Restricted funds					
Subvention for sports	-	11,000	(28,202)	17,202	-
Total funds	<u>86,028</u>	<u>338,345</u>	<u>(360,536)</u>	<u>-</u>	<u>63,837</u>
	Balance at 1 August 2017 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 July 2018 £
Unrestricted funds					
General	84,353	290,210	(277,378)	(11,157)	86,028
Restricted funds					
Subvention for sports	-	11,000	(22,157)	11,157	-
Raising and giving	-	460	(460)	-	-
Total restricted funds	<u>-</u>	<u>11,460</u>	<u>(22,617)</u>	<u>11,157</u>	<u>-</u>
Total funds	<u>84,353</u>	<u>301,670</u>	<u>(299,995)</u>	<u>-</u>	<u>86,028</u>

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

Restricted funds:

- Subvention for sports represents amounts received to pay the sports staff wages. The subvention received did not cover the total cost of the sports staff wages therefore a transfer was done to cover the remaining amount from the general fund.
- Raising and giving represents the amounts raised for other charities.

Leeds Trinity Students Union

Notes to the Financial Statements for the Period from 1 August 2018 to 6 September 2019

16 Analysis of net assets between funds

	Unrestricted funds	Total funds
	General	
	£	£
Tangible fixed assets	30,732	30,732
Current assets	100,283	100,283
Current liabilities	(67,178)	(67,178)
Total net assets	63,837	63,837

17 Related party transactions

During the period 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 £192,000 (2018 - £192,000) was received from Leeds Trinity University.

During the year Leeds Trinity University subsidised the sales of First Bus Passes to the value of £1,170 (2018 - £3,767).

During the year Leeds Trinity University donated services and paid expenses to the value of £22,651 (£2018 - £22,651).

During the year the charity made sales of £30,785 (2018 - £1,905) to Leeds Trinity University and purchases of £1,149 (2018 - £731) from Leeds Trinity University. At 31 July 2019 the charity was owed £480 (2018 - £Nil) from Leeds Trinity University and the charity owed £23 (2018 - £44) to Leeds Trinity University.

18 Commitments

	2019	2018
	£	£
Not later than one year	1,140	1,140
Later than one year and not later than five years	570	1,710
	1,710	2,850

The amount of lease payments recognised as an expense was £1,140 (2018 - £1,140).