

**Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31 July 2024  
for  
Newman Students' Union**

Locke Williams Associates LLP  
Chartered Accountants  
c/o Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

## **Newman Students' Union**

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**Newman Students' Union**  
**Chair's Report**  
**for the Year Ended 31 July 2024**

As we progress through another year in higher education, addressing the various challenges students encounter, we remain committed to being agile as a Union. Our goal is to continuously support our diverse and evolving student body, ensuring that our services remain relevant and effective. Our priority has always been, and continues to be, delivering the best possible experience for students during their time at Birmingham Newman University. This year, we have reinforced that commitment by developing a new three-year strategy that will guide us from 2024 to 2027.

This academic year, we made a concerted effort to represent all our members and support them throughout their entire student journey. Leveraging the continued growth in engagement within the institution, we actively listened to our members' needs and delivered services that equipped them with the necessary tools for academic success.

During this time, we faced staff turnover and changes in our staffing structure. Our Student Voice and Advice Coordinator was with us for only a few months, which meant the increasing demand for our advice services had to be managed by other team members in the absence of this dedicated role. Despite this, during the 2023/2024 academic year we were able to;

- Successfully recruited 2 Co-ordinators in our new staffing structure.
- Continued our successful partnership with Durham Students' Union to provide financial services support for us.
- Conducted a consultation process with the student body and other stakeholders to draft and approve a new Organisational Strategy for the next three years.
- Host our first ever Academic Representative Conference and Awards Ceremony.
- Helped to support 20 societies, with 111 individual students holding 164 total memberships in total across all societies.
- Placed the number 1 Students' Union in Birmingham in the National Student Satisfaction Survey.
- Dealt with 152 advice cases.
- Established 4 Academic Societies as part of a new initiative with a lot more showing interest for the next academic year.
- Recruited 270 Course Representatives which is a number that has grown year on year.
- Provided Ramadan bags for students in order to break fast whilst on campus in partnership with the University Library and Chaplaincy.
- Held our Annual Awards Ceremony which had around 125 people in attendance.
- During our annual Sabbatical Officer Elections, we saw an increase of 11% voter turnout from the previous year.
- Conducted a comprehensive Governance Review of the Organisation, making recommendations for Constitutional and Structural changes to be implemented in the coming year.

This year, we saw continued growth in engagement and believe it contributed to a successful year overall. We have maintained a positive working relationship with the University and look forward to further strengthening this partnership. Our new strategy presents significant opportunities for learning and development, setting ambitious goals for the Union over the next three years.

Zoe Harrison  
President and Chair of the board (2023/2024)

**Newman Students' Union**  
**Report of the Trustees**  
**for the Year Ended 31 July 2024**

The trustees present their report with the financial statements of the charity for the year ended 31 July 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and activities**

The Union's objects are the advancement of the education of students at Newman University for the public benefit by: - Promoting the interests and welfare of Students at Newman University, their course of study and representing, supporting and advising Students; - Being the recognised representative channel between students and Newman University 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.

**Public benefit**

The Trustees of Newman Students' Union have had regard to the public benefit guidance, including that on public benefit and the advancement of education, issued by the Charity Commission. The section of this report entitled 'Achievement and Performance' reports on Newman Students' Union's main activities and successes. Newman Students' Union's work benefits the following public groups:

- All students and recent graduates of Newman University;
- Members of, and others attending, affiliated student group activities; and
- Members of the public who access information and resources on our website, attend Newman Students' Union activities or benefit from charitable fundraising.

**Newman Students' Union**  
**Report of the Trustees**  
**for the Year Ended 31 July 2024**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

Newman Students' Union has a Strategic Plan (2018-2023) setting out key objectives and progression aims over a range of 'themes' devised to meet its charitable objects. These are set out as four promises that we make to students, which provide an overarching title to group our KPI's set within the strategy:

We promise to prepare you for life after Newman

**Advisors**

At the start of the academic year the Union recruited a new Student Voice & Advice Co-ordinator to manage the Union Advice service and to feed into the overall Student Voice provision of the Union. The post-holder stayed with the Union for six months before taking up other career opportunities elsewhere. For the remainder of the year, advice provision was handled by the Union President and Union Director.

In the academic year 2023/24, the student advice service handled 152 cases, which marks a 53% increase year on year. This demonstrated the greater need for Student Support and Advice at Birmingham Newman University and also reflects the quality of service students receive from the Union and the reputation that has been built in recent years. This greater reliance on the Students' Union for support and advice has been reflected in the Union Strategy for the next three years. Last year, no complaints went beyond the informal stage of a complaint and this year we have continued to encourage an open line of dialogue and communication between us, staff and students.

**Awards**

At the end of each academic year, Newman Students' Union traditionally hosts an Awards Celebration. The Newman Students' Union Awards took place in the University Chapel on Thursday 25th of April 2024. We had an estimate of over 100 people in attendance.

**Training and Development**

Every year, Newman Students' Union runs training for our Officer Trustees and Executive Committee to ensure they are supported to fulfil their roles. This year, this included a week of training delivered by a range of Union staff, University staff and Blue Edge Training, including key staff members from the University. Our full time Officer Trustees also received 360-degree appraisals from external partner Blue Edge Training to support them with their growth whilst they are here at Newman.

**We promise to put you at the heart of an exciting Newman Community.**

**Events**

The Union has traditionally hosted a series of social events throughout the year. In the academic year 2023/24 the Union hosted a traditional 'Freshers Fortnight' programme of social events. Attendance at these events was particularly low this year. The movement away from traditional, bar and nighttime focused socialising appears to be a national trend and certainly one that we are feeling at Newman. As a result of poor attendance the Union suffered relatively significant financial losses. In reaction to this, we have continued to run events throughout the year that were either cost neutral to the Union or that provided minimal and acceptable financial risk. The Union entered into a partnership with the University's commercial services division to help shoulder the costs involved with hosting a handful of events for the remainder of the year.

Findings from the Union's consultation programme held with students have further re-enforced our belief that our members do not look to the Union to provide social events in the traditional format that we have historically offered. As a key element of our strategic direction for the next three years, we will support and encourage student led events and provide expertise and assistance to ensure that these events are successful in terms of impact and financially, based on the lessons learned in this academic year.

**Societies**

Societies are student-led groups, who come together based on shared interests. This year we have had up to 20 active societies with 140 society members. The number of societies has fluctuated throughout the year, as some were deemed to be 'development societies' and didn't become fully constituted in this academic year. We closed the year with the following societies in place:

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- Anime and Manga
- Christian Union
- DNS (Disability & Neurodivergence Society)
- Gaming Society
- LGBTQ+ Society
- Mi Familia
- Music and Drama Society
- Music Society
- Warhammer

**We promise to help you be as happy and healthy as possible.**

**Campaigns**

Under the Union's strategic objective to "Develop a calendar of support campaigns in partnership with external organisations", the Executive Committee held a variety of awareness campaigns for students to engage with including:

1. Black History Month (Rep Your Flag Night, Black Owned Business Fayre, Social Media Campaign)
2. Disability Awareness Month (DEAF Society Talent Show, Social Media Campaign)
3. LGBTQ+ History Month
4. Green Week
5. International Women's Day
6. Ramadan Care Packages (in partnership with University Library and Chaplaincy)
7. Wellbeing Day (Free Drinks Vouchers and positive affirmations)

**RAG and Community**

In October, we raised £235 for Breast Cancer Now by holding a fundraising campaign including a bake sale and a sweepstake for a pink Newman Sweatshirt.

In November, we raised £76.50 for Children in Need by holding a fundraising campaign including cakes, a sweepstake for a yellow Newman Hoodie and a Pyjama Party on the evening held by us in the University Bar.

In December we raised £70.50 for Christmas Jumper Day - which was split between Save the Children as a National Charity and Edward's Trust as the local charity. This was achieved through a fundraiser campaign including a bake sale and by people donating £1 by wearing a Christmas themed jumper. In this month, we also held a quiz in aid of Crohn's and Colitis Awareness Week, with all the proceeds going to the relevant charity (we raised £32).

February saw us facilitating a student led quiz which was Disney themed. We raised £38 in doing this, with the money being donated to Mind.

In total, we have raised £452 across the year, which is a significant rise compared to the previous year.

**Academic Representatives**

As part of our commitment to Student Voice at the start of this Academic Year, the Union recruited a Student Voice & Governance Co-ordinator, with responsibility to providing professional support to the Academic Representative system at Birmingham Newman University.

This year we recruited just over 270 Course Representatives, which is a 23% increase on the previous year. Every year we are recruiting more course reps and refining the system as part of our core business as a Students' Union. These recruitment numbers and the impact those representatives have doesn't happen by accident and is down to the Officer Trustee and staff member that look after the Voice system of the Union, but especially down to our Student Voice and Governance Co-Ordinator. They work tirelessly in September, and throughout the year, attending lectures to enthusiastically recruit Course Representatives as well as attending 2 Student-staff consultative committee (SSCC) meetings a year per course to ensure consistency of approach and excellent outcomes.

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In the academic year 2023/23 we piloted a new Faculty Representative system and experienced some success. It was decided to run the system again in this academic year after refining the provision and expectations of these representatives. Last year, we had 2 Faculty Reps for the Faculty of Education and 2 Faculty Reps for the Faculty of Arts, Society and Professional Study. This year we managed to recruit 2 from the Faculty of Education, 5 from the Faculty of Arts, Society and Professional Study - 1 of these reps was specifically from the School of Nursing and Allied Health.

We provided specific training for the Faculty Reps as well as some other sessions and workshops that they requested. They are voting members in our Student Forum and Annual General Meeting (AGM). They have been invited to Faculty Board meetings as well as a number of other University committees. We will build on the successes of the last two years as we continue to refine these invaluable roles.

This year we hosted our first ever Academic Representative Conference and Awards on Thursday 23rd May. This event was aimed at celebrating the achievements of our Academic Reps over the year and providing an opportunity to share experiences and explore the transferrable skills that our reps had gained over the year and how best to use them in the future. The event features a series of talks from guest speakers including University and Union Staff, Academic Reps from Birmingham University, the Vice-President of the NUS and Smile Education.

**National Student Survey (NSS)**

Students' Unions are rated based off of Question 25 in the NSS which states: *"How well does the students' union (association or guild) represent students' academic interests?"*

This year we received the NSS results and Newman Students' Union ranked 1st in Birmingham for the sixth year in a row, with an 79% positivity measure which is 4.2% above the benchmark.

Along with this, we also ranked:

- 1st in the Midlands
- 4th in the Cathedrals Group

As a Students' Union, we know that this is just one measure of our success but we would like to thank last year's officer and staff team for all their hard work that contributed to this outcome. It is a testament to the hard work that Newman Students' Union does to make sure that we are working in the best interest of and supporting our students here at Newman. We aim to provide the best student experience for all Newman students and are proud to be a part of such an amazing community with students at the heart of it.

**Deficit Budget**

The Board of Trustees agreed at the start of the Academic Year that the Union would work to an deficit budget of -£12,801, in order to make use of underspend in previous years and to allow the Union to make necessary changes to its staffing structure in this academic year; introduce new IT and infrastructure and to conduct its strategic review.

**Organisational Developments**

In the final quarter of the last reporting period, the Union recruited a new Union Director. It was highlighted during their first few months and reported in the last report to the Charity Commission that the Organisation had a number of areas for development. The majority of this academic year has been treated a period of transition and transformation; putting in place the foundation elements to ensure the organisation remains compliant and sustainable while also being agile enough to flexible to change and progressive in its outlook. This has included improving our financial procedures and reporting, professionalising our IT infrastructure and digital capabilities and re-structuring the staff team to focus on our core business of Student Voice.

This period culminated in the broadest student engagement consultation in the Organisation's history as we reviewed the Union's purpose and direction for the next three years. We spoke to over 14% of the student population through a blend of online and offline surveys, one to one meetings and interactions, alongside a series of focus groups. The Union emerges from this transitional period with the tools in place to operate effectively, with the trust and support of the University and a strategic plan for the next three years that focuses our energy on four key areas of work; Voice, Support, Community & Wellbeing.

**Newman Students' Union**  
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Some key outputs from this period organisationally are:

- Engaged a third party supplier (MSL) to deliver a new Membership System, Website and online retail facility.
- Reviewed the financial budgeting and reporting structure for the Union, including a review of an aged chart of accounts, fully integrating with a new finance system and producing the first detailed budget in the history of the organisation.
- Revised and implemented financial procedures for staff and officers.
- Re-structured the staff of the Union to include new positions: Student Voice & Governance Co-ordinator and Student Voice & Advice Co-ordinator to make best use of available resources and to focus staff provision on our core business.
- Completed a cross-campus consultation programme culminating in the Union Strategy 2024-27.
- Conducted a comprehensive review of the governance, structures and constitution of the Union with recommendations for implementation of a new structure and constitution in 2024/25.

The Union has a new confidence in its ability to truly represent the needs and views of students at Birmingham Newman University and the organisational structures in place to ensure that it continues to be effective in its delivery.

## **FINANCIAL REVIEW**

### **Overview**

Total Gross income for 2023/24 (year ended 31 July 2024) was £184,476 of which £162,725 (22/23 - £162,725) was block grant from the institution, £19,129 (22/23 - £9,167) from trading and commercial activity with the remainder raised from student activity and events and other sundry income. In the period Newman Students' Union spent £201,985 (22/23 - £169,527) giving a Net movement of funds of -£17,509 (22/23 £4,038).

### **Custodian activities**

Newman Students' Union is custodian of funds raised under Newman Students' Union auspices by students through Raise and Give, various Societies and Officers, for distribution to designated charities.

### **Reserves policy**

The Board of Trustees reviewed and approved Newman Students' Union's Reserves Policy in April 2024 which determines the level of reserves required to enable Newman Students' Union to:

- fund working capital
- fund unexpected expenditure when unplanned events occur
- fund shortfalls in anticipated income.

The minimum reserves required are £25,000. Reserves in excess of the required reserves are held as 'free reserves' or 'designated reserves', in accordance with the Trustee Board. If reserves fall below £25,000 for more than 6 months, the Trustees should ask the management to formulate a recovery plan to be submitted to Trustee Board for approval. If there are surplus funds available above the minimum level, the Committee should plan to utilise these within three years.

Total reserves as at 31 July 2022 were £41,429 (22/23 £57,518), of which £39,675 (22/23 £57,518) were free reserves. Free reserves are reserves which do not include designated funds or funds tied up in the fixed assets.

Newman Students' Union has no funds materially in deficit.



**Newman Students' Union**  
**Report of the Trustees**  
**for the Year Ended 31 July 2024**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Type of governing document**

Newman Students' Union is governed by its Constitution dated 8 April 2011 as amended 02 May 2019 and its supporting Bye Laws.

**How the charity is constituted**

The charity is an unincorporated association, constituted under the Education Act and the Regulations of Newman University.

**Trustee selection methods**

Newman Students' Union has provision for up to seven Trustees. These Trustees have a varied background, including students (members) as well as externally sourced 'professionals'. The post holders have a varied term of office to suit the nature of the position. These are:

- President - Ex-Officio serves for one year term in line with their elected position.
- Vice-President - Ex-Officio serves for one year term in line with their elected position.
- Two External Trustees are elected at UGM by the membership following recommendations by the Appointments Committee and serve a four year term.
- One External Trustee who is appointed by Newman University Management Group and serves a four year term, unless the University opt out of this selection method, in which case the Board of Trustees shall appoint another External who are also elected at a UGM.
- Two Student Trustees are elected via secret ballot as outlined within the Bye-Laws.

**Trustee election process**

To ensure Newman Students' Union remains a democratic and student led organisation, it operates both a shortlisting and election process for its trustees. Trustee positions are advertised in an appropriate manner. Applications are reviewed by the Newman Students' Union Trustee Board and Union Director to assess suitability of candidates. The committee then recommend suitable candidates to an Annual / Union General Meeting and, where appropriate, supply the meeting with a 'candidate summary' for each candidate to highlight relevant skills, background and experience. This is to encourage students to select trustees democratically whilst basing their decision on information appropriate to the positions.

**Trustee induction process**

The Union Director organises annual Trustee Training, including training specific to the role at Newman Students' Union along with training provided by the NCVO (National Council for Voluntary Organisations).

**Structure governance and management**

Newman Students' Union is a charity with the ultimate decision making power being vested with the **Board of Trustees**. The Board of Trustees meet regularly and receive reports from the President, Vice-President and Union Director within their respective fields, as well as receiving minutes and updates as appropriate from Union Committees.

Newman Students' Union is a democratic organisation and the Board of Trustees delegate their authority to the membership through the **Annual General Meeting (AGM)**, Union General Meetings (UGMs) and **Student Forum**, subject to safeguards ensuring legality of decisions. These bodies have powers to direct the Executive and the organisation within its charitable objects. AGM, followed by UGM, then Student Forum are the principal policy making forums of Newman Students' Union and all members are invited to attend with full voting and speaking rights.

The **Executive Committee** oversee the day to day running of Newman Students' Union and are accountable to the membership through the above meetings. They are responsible for ensuring union activities follow the correct process, comply with Newman Students' Union policy and work towards the aims and objects of the organisation, as set out in its constitution and strategic plan. The Committee members are elected annually through a cross-campus ballot. All Committee members receive training and support to enable them to fulfil their duties.

**Day to day management** of the organisation is delegated to the Union Director. Newman Students' Union also employs other non-student staff to ensure effective management of the organisations' activities who have delegated authority within their job roles through the Union Director.

## Newman Students' Union

### Report of the Trustees for the Year Ended 31 July 2024

#### Relationship with Newman University

Newman Students' Union receives an annual block grant from the University through the University's Director of Finance, and occupies an office space owned by the University. The University also supplies, free of charge, utilities, facilities, such as computer and telecommunication equipment, cleaning and caretaking services. In addition the University provides spaces for key student group activities including meeting rooms, performance spaces and sports facilities, with no charge levied. This support is intrinsic to the relationship between Newman Students' Union and the University. Although Newman Students' Union runs some commercial activities, it is heavily dependent on the support of the University. There is no reason to believe that this support will not continue for the foreseeable future as the Education Act 1994 places a duty on the Institution to take such steps as are reasonably practical to ensure that the Union operates in a fair and democratic manner, for the benefit of the membership. Newman Students' Union works with the University to provide the best educational experience possible for its members, ensuring its affairs are properly conducted and that the educational and welfare needs of its members are met.

#### Other relationships

Newman Students' Union is a member of the National Union of Students to which it pays an annual affiliation fee. In return it receives support and training in a variety of areas, notably with regard to holding Elections, Executive training, governance support and Trustee induction.

#### Risk management

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

In May 2023, Newman Students' Union reported a 'Serious Incident' to the Charity Commission, relating to financial misappropriation by a former employee. The Union reported that a repayment plan had been put in place for the former employee to repay monies owed. The employee has now repaid the monies owed to the satisfaction of the Board of Trustees and this matter is now resolved.

The Trustees delegate responsibility to the Union Director, supported by a partnership with Durham Students' Union, providing financial services for monthly finance management.

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Registered Charity number

1143073

##### Principal address

Newman University  
Genners Lane  
Bartley Green  
Birmingham  
B32 3NT

Trustees	Office (if any)	Dates of changes if not for whole year	Name of person (or body) entitled to appoint (if any)
Zoe Harrison	Chair	Resigned 30/06/2024	Ex-Officio
Ellie Brace		Resigned 30/06/2024	Ex-Officio
Tim Hewes-Belton	Deputy Chair		UGM
Amanda Owen Meehan			UGM
Lewis Palin			UGM
Adrian Spence			UGM
Kira Cox		Resigned 22/04/2024	UGM
Gemma Prange		Appointed 01/07/2024	Ex-Officio
Cloudy Kerin		Appointed 01/07/2024	Ex-Officio
Adele Boterrill		Resigned 30/06/2024	UGM
Courtney Baker		Resigned 30/06/2024	UGM
Hannah Barber		Resigned 30/06/2024	UGM
Megan Burton		Resigned 30/06/2024	UGM

**Newman Students' Union**  
**Report of the Trustees**  
**for the Year Ended 31 July 2024**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Independent Examiner**

Locke Williams Associates LLP  
Chartered Accountants  
c/o Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

**Senior staff member**

Robin Pitt - Newman Students' Union, Union Director

Approved by order of the board of trustees on 11 December 2024 and signed on its behalf by:



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Tim Hewes-Belton (Dec 13, 2024 14:21 GMT)

Tim Hewes-Belton

**Independent Examiner's Report to the Trustees of  
Newman Students' Union**

**Independent examiner's report to the trustees of Newman Students' Union**

I report to the charity trustees on my examination of the accounts of Newman Students' Union (the Trust) for the year ended 31 July 2024.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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



David Williams FCA FCCA

Locke Williams Associates LLP  
Chartered Accountants  
c/o Blackthorn House  
St Pauls Square  
Birmingham  
West Midlands  
B3 1RL

Date: 13-December-2024

**Newman Students' Union**

**Statement of Financial Activities  
for the Year Ended 31 July 2024**

	Notes	<b>31.7.24 Unrestricted funds £</b>	<b>31.7.23 Total funds £</b>
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Trading for charitable objectives		<b>19,129</b>	9,167
Societies & sports clubs		<b>404</b>	23
University grants		<b>162,725</b>	162,725
Other trading activities	2	<b>2,000</b>	1,530
Investment income	3	<b>219</b>	120
<b>Total</b>		<b><u>184,477</u></b>	<b><u>173,565</u></b>
<b>EXPENDITURE ON</b>			
Raising funds		<b>35,510</b>	20,949
<b>Charitable activities</b>			
Trading for charitable objectives	4	-	161
Advice & representation		<b>30,252</b>	22,806
Opportunities		<b>35,532</b>	51,256
Democracy		<b>73,503</b>	52,786
Training and development		<b>27,119</b>	20,985
Societies & sports clubs		<b>70</b>	584
<b>Total</b>		<b><u>201,986</u></b>	<b><u>169,527</u></b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>(17,509)</b>	4,038
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<b>58,938</b>	54,900
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>41,429</u></b>	<b><u>58,938</u></b>

The notes form part of these financial statements

# Newman Students' Union

## Balance Sheet 31 July 2024

	Notes	31.7.24 Unrestricted funds £	31.7.23 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	8	5,521	5,400
<b>CURRENT ASSETS</b>			
Stocks	9	3,408	303
Debtors	10	250	19,021
Cash at bank and in hand		<u>41,306</u>	<u>60,111</u>
		<b>44,964</b>	<b>79,435</b>
<b>CREDITORS</b>			
Amounts falling due within one year	11	<u>(9,056)</u>	<u>(25,897)</u>
<b>NET CURRENT ASSETS</b>		<b><u>35,908</u></b>	<b><u>53,538</u></b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b><u>41,429</u></b>	<b><u>58,938</u></b>
<b>NET ASSETS</b>		<b><u>41,429</u></b>	<b><u>58,938</u></b>
<b>FUNDS</b>	12		
Unrestricted funds:			
General fund		39,675	57,518
Societies and clubs - total funds		<u>1,754</u>	<u>1,420</u>
		<b><u>41,429</u></b>	<b><u>58,938</u></b>
<b>TOTAL FUNDS</b>		<b><u>41,429</u></b>	<b><u>58,938</u></b>

The financial statements were approved by the Board of Trustees and authorised for issue on 11 december 2024 and were signed on its behalf by:



Tim Hewes-Belton (Dec 13, 2024 14:21 GMT)

Tim Hewes-Belton

## Newman Students' Union

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

#### 1. ACCOUNTING POLICIES

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

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The charity meets the definition of a public benefit entity under FRS102.

##### **Income**

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

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Expenditure includes irrecoverable VAT.

##### **Allocation and apportionment of costs**

Expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities. Charitable expenditure comprises the direct and indirect costs of delivering public benefit.

Governance costs are those incurred for compliance with constitutional and statutory requirements, such as annual elections and training for sabbatical officers. Other central overhead costs are apportioned to charitable and other projects/activities on a usage basis.

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

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures, fittings and equipment	- 20% on cost
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##### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

##### **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

##### **Cash at bank and in hand**

Cash at bank and cash 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.

# Newman Students' Union

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

### 1. ACCOUNTING POLICIES - continued

#### Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

#### Fund accounting

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

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

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

#### Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

### 2. OTHER TRADING ACTIVITIES

	31.7.24	31.7.23
	£	£
Commercial marketing/ sponsorship	<u>2,000</u>	<u>1,530</u>

### 3. INVESTMENT INCOME

	31.7.24	31.7.23
	£	£
Deposit account interest	<u>219</u>	<u>120</u>

### 4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs £	Totals £
Advice & representation	21,169	9,083	30,252
Opportunities	25,665	9,867	35,532
Democracy	65,653	7,850	73,503
Training and development	19,726	7,393	27,119
Societies & sports clubs	-	70	70
	<u>132,213</u>	<u>34,263</u>	<u>166,476</u>

Staff costs and support costs which are not directly attributable to one of the specific activities stated above are apportioned across the activities in the most appropriate manner, usually based upon staff time, equipment or room usage.

Included in the above costs are:

Fee for the Independent Examination of the accounts	<u>780</u>	<u>780</u>
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# Newman Students' Union

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

### 5. TRUSTEES' REMUNERATION AND BENEFITS

The Chair and Vice-Chair (Sabbatical Officers) received remuneration and pension contributions as follows, as authorised in NSU's governing document, for the representation, campaigning and support work they undertook as distinct from their role as a Trustee. This work includes voicing student opinion with the University and local community, defending and extending the right of students through petitions, discussion with MPs and also organising and supporting student volunteers and service provision for them.

	31.7.24	31.7.23
	£	£
Trustees remuneration in the year	<u>45,080</u>	<u>38,037</u>

### 6. STAFF COSTS

	31.7.24	31.7.23
	£	£
Wages and salaries	129,368	104,226
Social security costs	6,800	8,627
Other pension costs	<u>1,594</u>	<u>3,016</u>
	<u>137,762</u>	<u>115,869</u>

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

	31.7.24	31.7.23
	5	5
Full time	<u>5</u>	<u>5</u>

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

### 7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
<b>INCOME AND ENDOWMENTS FROM</b>	
<b>Charitable activities</b>	
Trading for charitable objectives	9,167
Societies & sports clubs	23
University grants	162,725
Other trading activities	1,530
Investment income	<u>120</u>
<b>Total</b>	<u>173,565</u>
<b>EXPENDITURE ON</b>	
Raising funds	20,949
<b>Charitable activities</b>	
Trading for charitable objectives	161
Advice & representation	22,806
Opportunities	51,256
Democracy	52,786
Training and development	20,985
Societies & sports clubs	584
Other resources expended	<u>-</u>
<b>Total</b>	<u>169,527</u>

**Newman Students' Union**

**Notes to the Financial Statements - continued  
for the Year Ended 31 July 2024**

**7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

Unrestricted  
funds  
£

**NET INCOME**

4,038

**RECONCILIATION OF FUNDS**

Total funds brought forward

54,900

**TOTAL FUNDS CARRIED FORWARD**

58,938

**8. TANGIBLE FIXED ASSETS**

	Plant and machinery £	Fixtures, fittings and equipment £	Computer equipment £	Totals £
<b>COST</b>				
At 1 August 2023	<b>2,706</b>	<b>1,078</b>	<b>11,708</b>	<b>15,492</b>
Additions	<u>-</u>	<u>-</u>	<u>3,108</u>	<u>3,108</u>
At 31 July 2024	<u>2,706</u>	<u>1,078</u>	<u>14,816</u>	<u>18,600</u>
<b>DEPRECIATION</b>				
At 1 August 2023	<b>2,706</b>	<b>1,078</b>	<b>6,308</b>	<b>10,092</b>
Charge for year	<u>-</u>	<u>-</u>	<u>2,987</u>	<u>2,987</u>
At 31 July 2024	<u>2,706</u>	<u>1,078</u>	<u>9,295</u>	<u>13,079</u>
<b>NET BOOK VALUE</b>				
At 31 July 2024	<u>-</u>	<u>-</u>	<u>5,521</u>	<u>5,521</u>
At 31 July 2023	<u>-</u>	<u>-</u>	<u>5,400</u>	<u>5,400</u>

**9. STOCKS**

	<b>31.7.24</b>	31.7.23
	£	£
Goods for resale - commercial activities	<u>3,408</u>	<u>303</u>

**Newman Students' Union**

**Notes to the Financial Statements - continued  
for the Year Ended 31 July 2024**

**10. DEBTORS**

	<b>31.7.24</b>	31.7.23
	£	£
Amounts falling due within one year:		
Other debtors	<b>250</b>	4,394
Prepayments and accrued income	<u>-</u>	<u>10,864</u>
	<b><u>250</u></b>	<b><u>15,258</u></b>
Amounts falling due after more than one year:		
Other debtors	<u>-</u>	<u>3,763</u>
Aggregate amounts	<b><u>250</u></b>	<b><u>19,021</u></b>

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

	<b>31.7.24</b>	31.7.23
	£	£
Trade creditors	-	13,379
Other creditors	<b><u>9,056</u></b>	<u>12,518</u>
	<b><u>9,056</u></b>	<b><u>25,897</u></b>

**12. MOVEMENT IN FUNDS**

	At 1.8.23	Net movement in funds	At
	£	£	31.7.24
			£
<b>Unrestricted funds</b>			
General fund	<b>57,518</b>	<b>(17,843)</b>	<b>39,675</b>
Societies and clubs - total funds	<u>1,420</u>	<u>334</u>	<u>1,754</u>
	<b><u>58,938</u></b>	<b><u>(17,509)</u></b>	<b><u>41,429</u></b>
<b>TOTAL FUNDS</b>	<b><u>58,938</u></b>	<b><u>(17,509)</u></b>	<b><u>41,429</u></b>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	<b>184,073</b>	<b>(201,916)</b>	<b>(17,843)</b>
Societies and clubs - total funds	<u>404</u>	<u>(70)</u>	<u>334</u>
	<b><u>184,477</u></b>	<b><u>(201,986)</u></b>	<b><u>(17,509)</u></b>
<b>TOTAL FUNDS</b>	<b><u>184,477</u></b>	<b><u>(201,986)</u></b>	<b><u>(17,509)</u></b>

**Newman Students' Union**

**Notes to the Financial Statements - continued  
for the Year Ended 31 July 2024**

**12. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.8.22 £	Net movement in funds £	At 31.7.23 £
<b>Unrestricted funds</b>			
General fund	52,919	4,599	57,518
Societies and clubs - total funds	<u>1,981</u>	<u>(561)</u>	<u>1,420</u>
	<u>54,900</u>	<u>4,038</u>	<u>58,938</u>
<b>TOTAL FUNDS</b>	<u><u>54,900</u></u>	<u><u>4,038</u></u>	<u><u>58,938</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	173,542	(168,943)	4,599
Societies and clubs - total funds	<u>23</u>	<u>(584)</u>	<u>(561)</u>
	<u>173,565</u>	<u>(169,527)</u>	<u>4,038</u>
<b>TOTAL FUNDS</b>	<u><u>173,565</u></u>	<u><u>(169,527)</u></u>	<u><u>4,038</u></u>

## Newman Students' Union

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

#### 12. MOVEMENT IN FUNDS - continued

The Designated funds represent amounts advanced to, or raised by, less expenditure incurred by, approved Student Societies and clubs.

	At 1.8.23 £	Incoming resources £	Resources expended £	At 31.7.24 £
Anime & Manga	154	-	-	154
Asian	47	12	-	59
Blue Sock Salon	11	-	-	11
Book club	22	-	-	22
Cakes and Bakes	84	-	-	84
Cheerleading	76	-	-	76
Christian Union	89	-	-	89
Creative Wellbeing Society	22	15	-	37
Critical Friends Society	-	-	-	-
Dance	-	-	-	-
Debating Society	81	-	-	81
Dramas (Madsoc)	135	4	-	139
Gaming	48	135	(70)	113
History Society	37	-	-	37
Islamic	113	15	-	128
LGBT	59	-	-	59
Math	30	-	-	30
NEST	-	-	-	-
Para-Newman Society	100	-	-	100
People & Planet	-	-	-	-
Philosophy	-	-	-	-
Pole Fitness	-	-	-	-
Pool	207	44	-	251
Social Sciences	85	-	-	85
Society	-	180	-	180
We Love Film	20	-	-	20
	<u>1,420</u>	<u>404</u>	<u>(70)</u>	<u>1,754</u>

#### 13. RELATED PARTY DISCLOSURES

NSU transacts with the University on day-to-day matters including the recharge of various activities.

#### 14. ULTIMATE CONTROLLING PARTY

Ultimate control of NSU rests with its membership, represented by Student Forum and General Meetings. Its principal place of business is on the premises of Newman University, Genners Lane, Bartley Green, Birmingham, B32 3NT. NSU is an unincorporated association, registered as a charity with the Charity Commission on 25 July 2011, No. 1143073

#### 15. VOLUNTEERS

NSU operates with a number of unpaid volunteers. There are six part time elected Officers who represent and support students across a number of areas including: societies, equality and diversity, campaigns, course representation, sport, wellbeing and events. Their only commitment to the organisation is the Executive committee meetings which are held once every two weeks, and any other work to fulfil the role is entirely voluntary.










# NEW09-CHA 2024 Final with amendments

Final Audit Report

2024-12-13

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