

Edge Hill Students' Union Limited

Trustees' Report and Financial Statements

For the Year Ended 31 July 2023

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Edge Hill Students' Union Limited
(A Company Limited by Guarantee)

Reference and Administrative Details of the Charity, its Trustees and Advisers
For the Year Ended 31 July 2023

Trustees

Sarah Ellis
Colin Dyas
Bill Hancox
Eri Mountbatten-O'Malley
Iulia David (appointed 3 July 2023)
Maggie Lam (appointed 3 July 2023)
Antonnette Mapesa (appointed 3 July 2023)
Ben Broadhurst (resigned 30 June 2023)
Jack Richardson (resigned 30 June 2023)
Doreen Morrin (resigned 19 January 2023)
Orna Murphy-Horton
Elisha Tax (resigned 11 April 2023)
Georgia Ward (resigned 30 June 2023)

Company registered number 07329036

Charity registered number 1143764

Registered office

Edge Hill Students' Union
The Hub
St. Helens Road
Ormskirk
Lancashire
L39 4QP

Independent auditors

Dains Audit Limited
Statutory Auditor
Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

Solicitors

Weightmans LLP
100 Old Hall Street
Liverpool
L3 9QJ

Trustees' Report
For the Year Ended 31 July 2023

The Trustees present their annual report together with the audited financial statements of the charity for the year 01 August 2022 to 31 July 2023. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 01 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Structure, Governance and Management

Edge Hill Students' Union is a student-led educational charity. It is legally a company limited by guarantee (Registered No. 07329036) with the Trustees as company law members, and a registered charity (Registered No. 1143764). The Students' Union is 'separate but part of' Edge Hill University and subject to the University's Charter and Statutes. It also owns a trading subsidiary, Edge Hill Students' Union Trading Limited.

As a charity we have a Trustee Board which oversees administration, governance, and legal compliance. The Trustee Board consists of up to four elected Student Sabbatical Trustees, up to four appointed Student Trustees, in addition to up to four appointed Independent Trustees who offer professional experience, knowledge and expertise. The Trustee Board has delegated the day-to-day running of services and provisions to the Chief Executive, Paul Malone, through an agreed schedule of delegations. The Trustees receive regular reports from the Chief Executive and the Finance Manager.

The Chief Executive coordinates the staff team of the Students' Union who work closely with the elected student officers to provide services and provisions to benefit our student members. Staff ensure that the strategy and operating plans are carried out in line with agreed budgets.

The Students' Union's governing document is its Memorandum and Articles of Association and related bye laws.

The Students' Union operates on democratic principles. The Full Time Sabbatical Officers are elected by cross campus ballots annually in accordance with the Education Act 1994. Each officer has a specific portfolio remit as well as being jointly responsible for an effective and clear student voice to the University on issues which matter to students.

Governing Bodies

The Trustee Board shall have responsibility for overseeing the administration and management of the Union. They are responsible collectively for the overall well-being and strategic direction, efficient operation, and good governance of the Union, including compliance with legal and financial requirements.

The relationship between the Board and Chief Executive is fundamental to effective governance and management of the Union. One element of this is to ensure that the Chief Executive is appropriately performance managed and remunerated. It is the responsibility of the Board to ensure that the Chief Executive has clear objectives, to review performance and consider the development of their employee alongside that of the charity. The Board uses benchmarked salaries and benefits paid to Chief Executives in students' unions and the voluntary sector to establish a suitable level of remuneration. The Students' Union employs full and part-time staff to ensure the effective management and operations of its wide range of activities. Those employees are accountable to the Chief Executive for the performance of their duties.

Recruiting and Training of Trustees

Whilst there is no policy in place for induction and training of trustees, the Union ensures that all trustees are taken through a specifically organised training programme.

Trustees' Report (continued)
For the Year Ended 31 July 2023

Relationship with Edge Hill University

The relationship between Edge Hill University and the Students' Union is established in the Code of Practice approved by both organisations. The Students' Union receives a 'Block Grant' from the University based on a percentage of the University's turnover, and in addition to this, receives a 'Rent Grant' to cover space occupied by the Union which is owned by the University.

Although the Students' Union continues to generate supplementary funding from various trading activities, it will always be dependent on the University's support. There is no reason to believe that this or equivalent support from the University will not continue for the foreseeable future, as the Education Act 1994 imposes a duty on the University to ensure the financial viability of its student representative body.

Relationship with Edge Hill Students' Union Trading Limited

As previously stated, the Students' Union has one wholly owned trading subsidiary, Edge Hill Students' Union Trading Limited. Since 1 August 2017 there has not been any activity in this company. Edge Hill Students' Union Trading Limited will continue to exist in the event that the Students' Union carries out any significant non-primary purpose trading in the future.

Risk management

The Union's risk management strategy includes the annual review of the risk policy and a risk register summary update at each Board meeting. The process seeks to identify major risks and assesses them about impact and likelihood of occurrence. A risk score is then formulated for each risk so they can be prioritised as low, medium, or high. The risk register identifies the risk owner, mitigating controls in place, actions required to mitigate further, and the deadline for those actions.

The principal risks and uncertainties currently facing the Union are:

The possible reduction in funding by the University caused by:

- Their own financial health
- Their perception of the value of the role of the Union

The financial health of the University is itself dependent on funding, which in turn is susceptible to factors beyond the control of the Union, including:

- Government policy in relation to higher education specifically affecting the academic offer at Edge Hill University
- Popularity of the academic offering
- Popularity because of academic standards
- Popularity because of the attractiveness of the campus and its facilities
- Popularity driven by affordability and fee levels
- Other demographic challenges faced by the University
- Competition from other university and third-party trading services both on campus and in Ormskirk from food and beverage operators.
- Reputational damage in the unlikely event of a high-profile activity by a student
- Reputational damage in the unlikely event of a high-profile activity by a trustee.
- Our plans and strategies for managing risk include maintaining effective internal controls, a risk register, incident-reporting and monitoring systems and insurance cover wherever appropriate.

Trustees' Report (continued)
For the Year Ended 31 July 2023

Statement of Public Benefit

The Students' Union's vision is 'to create the best student experience we can for as many Edge Hill students as possible' and exists for the advancement of education of students at Edge Hill University for the public benefit. This is through:

1. Promoting the interests and welfare of students during their course of study and representing, supporting, and advising students.
2. Being the recognised representative channel between students and Edge Hill University and any other external bodies.
3. Providing social, cultural, sporting, and recreational activities and forums for discussion and debate for the personal development of students.

The Students' Union operates within the requirements of the University to satisfy the 1994 Education Act. The Articles state that the Students' Union will always seek to:

1. Ensure that the diversity of its membership is recognised and that equal access is available to all members of whatever origin or orientation;
2. Pursue its aims and objectives independent of any political party or religious group; and
3. Pursue equal opportunities by taking positive action within the law to facilitate participation of groups discriminated against by society.

In pursuit of these aims for the public benefit, the Students' Union will ensure the diversity of its membership is recognised, valued, and supported and has established departments and services for use by its members and to support its work with the University and other organisations on behalf of students. These services include the advice centre, our representation and democracy work, our societies and activities programmes, the bar, retail, food, and launderette outlets. Sabbatical Officers of the Students' Union sit on all senior level committees of the University and meet regularly with the Local Authority, members of the Community Safety Partnership and other providers of public services affecting students. In setting our objectives and planning our activities, the trustees have considered the Charity Commission's general guidance on public benefit.

Charity Governance Code

Throughout the year, the Trustees and Chief Executive of the Students' Union have been working together to adopt the Students' Union Governance Code, a Code endorsed by the Charity Commission. The Code is a tool by which Trustee Boards can measure and develop their governance and leadership. It is the Board's intention to continue to work through the key Principles and associated action plans of this work.

Affiliations

National Union of Students (NUS)	£11,881
Advice UK	£276
Child Poverty Action Group	£172

Objectives and Activities

WhatUni Student Choice Awards

This year we came 37th out of approximately 150 Unions with our score dropping only 0.04 points from 3.97 to 3.93. Improving scores at other Students' Unions meant that, despite maintaining a similar score to last year, our ranking suffered a little.

National Student Survey Result (NSS)

In response to the new 2023 NSS question, "how well does the students' union represent student's academic interests?", we scored 75%. This is 3.11% above the national benchmark for students' unions which stands at 71.89%.

We are ranked 4th (from 13 Unions) in the North West region and 37th (from 150 Unions) in the UK.

Trustees' Report (continued)
For the Year Ended 31 July 2023

Office for Students B Regulations – EHSU and EHU Collaboration

Following an initial scoping exercise in late 2022, the university's graduate attributes were successfully integrated into the Students' Union services and data tracking. A reflexive course rep journal allowed students to ascribe a set number of attributes to work they had completed, and our staff track attributes in relation to all Students' Union activity. Using OFS' qualitative measures for regulation (B1, B2, B4, B5) for quality and standards and empowering course representatives with the information that course, and module leaders need to be aware of, means we can deliver more effective, regulatory compliant feedback and interventions to University stakeholders. Over the coming months this system will be further refined allowing a feedback chain to be established. A report detailing the feedback received in the digital journals across the first two semesters of 2022-23 can be viewed [here](#).

As part of our TEF submission to meet B6 regulations we engaged with colleagues across the university to produce a 30 minute video presentation which can be viewed [here](#). The video submission provides authentic student voices through the interviews which were captured.

Student Voice Updates – Communities

All societies are now aligned with the University's Graduate Attributes Framework. In using this framework to highlight how students can build their employability skills and personal attributes through participating in societies, we hope to better integrate societies as a form of student engagement and development into Edge Hill's academic curriculum. In doing so we have been able to begin to measure the effectiveness of our societies in aiding with student retention, progression, and outcomes. Much of the data is in its infancy and requires further development - there is still much to be completed in this area before we can visualise the data we are tracking. To be truly effective and quantifiable, an agreement with the university around receiving progression and retention data is needed.

2022-23 has seen us implement and embed data tracking into the organisation using Microsoft Power BI to visualise the data. We track multiple data points across our services which allow us to better measure how and where students are engaging with us and to disseminate this information to colleagues across the university in an easily accessible format. There are plans in place to extend and further develop this for 2023-24 with the ambition of the Students' Union becoming a data hub for engagement services across campus. The dashboards for 2021-22 are included in each relevant section below.

Student Engagement Team (Societies)

2022/23 saw 2554 memberships and 1366 unique students registered to affiliated societies.

The overall number of active societies in July 2023 stood at 75. Work has continued to minimise the loss of societies and members due to students graduating and a high percentage have elected new committees to allow continuation in 2023-24.

The society grant system introduced in 2021-22 which allows society committees to become more autonomous and to develop their members was continued in 2022-23. 28 grants were issued, 20 of which were based on the number of members and 8 of which were development grants. Spend on society grants totalled £4922 for the year.

32 societies attended our Welcome Fair in person in 2022. There were over 2400 instances of students registering their interest for our societies across registration forms and our Welcome Fair Web-App. In September we delivered our society training day, this saw our team deliver in-person training to 80 society committee members on all aspects of running a society.

Growth in society fundraising continued in 2022-23 with £3,782 being raised by our societies. The Edge Hill Uni Boob Team continued to lead the way raising £2,771, part of which was raised in collaboration with a sports

Trustees' Report (continued)
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team who completed a 'head shave' donating the proceeds of £1,478 to the society's cause. Other highlights include the big geek fundraiser jointly held between the Anime Society, Edge Hill Queers and the Trading Card Game Society, this event was shortlisted for a National Award at the National Societies and Volunteering Awards.

Student Engagement Team (Course Representatives)

By the end of the 22/23 academic year, we had recruited a total of 592 course representatives across Edge Hill's three faculties. Averaging 27.73 students per representative, 145 of these reps were faculty board reps, trained to attend academic board meetings.

There were 195 individual attendances by our reps at Student Voice Meetings where valuable feedback was provided.

Academic reps were issued bursaries in 2022-23 with each rep compensated for their time spent attending meetings and providing feedback, the total spend for these bursaries was £1,500.

A digital rep journal was introduced in the year, providing a point where reps could log their feedback. A report can be viewed [here](#). Work to refine our digital systems will continue in 2023-24 with the aim of providing a single point where all students can leave feedback.

As part of our end of year strategic review, we decided to overhaul our representation structure. We will pilot delivering academic representation through our academic society structure. Course representatives will cease to exist by name and academic societies will, going forward, be the point of contact for students in terms of providing feedback on their course. This will build on the work of 2022-23 where students received training and increased levels of support from the Students' Union. The aim is to create a sense of belonging and confidence in the representation structure whilst aiding students engage with other activity at course level which the society can provide.

Student Engagement Team (Consultation Work)

Across the year we conducted 7 consultations with our students on issues which they are facing, each of which is detailed below. 1,968 students engaged with us on these issues.

Faculty of Education – Empowering Education Students

Faculty of Education President, Ben Broadhurst, launched his consultation on confidence and student experience, with particular emphasis on placements. The consultation ran in survey form across term one and was followed up by focus group work in term two. Following several successful lecture shouts and social media posts Ben's consultation closed with over 300 responses. Ben held meetings with the Associate Dean: Students and External and the Faculty Regulation and Governance to investigate the data which was collated. Two focus groups took place, with a total of twelve education students participating. The students were asked to explore some of the consultation questions in more depth and this helped to feed into the written report with recommendations from the FOE President to the Faculty.

Faculty of Arts and Sciences – Placements Consultation

FAS President, Jack Richardson, launched his consultation into the availability (and awareness of the availability) of work-based learning and placements within the Arts and Sciences. The consultation received 234 responses. Findings from the consultation revealed that 67% of respondents would like to complete a placement alongside their degree, 76% had not heard of E3i or Work-Related Learning (WRL) and 93% had not to the best of their knowledge engaged with WRL. Jack worked closely with WRL to devise and implement new methods of communication of the opportunities available.

All-Party Parliamentary Group for Students about the Cost of Living

We submitted a response to the inquiry organised by the All-Party Parliamentary Group (APPG) for students about the Cost of Living and its impact on the student experience. Our President team attended webinar drop-in

Trustees' Report (continued)
For the Year Ended 31 July 2023

sessions with the NUS in February 2023. For the purposes of this inquiry, we carried out a survey with our students; we received 330 responses between Friday 10 February and Friday 17 February. The survey was based on a previous study carried out by Save The Student to give a set of localised, comparative results. We also sought feedback from students who have accessed our Advice Service and Food Bank Referral Scheme to inform our response.

Edge Hill student figures include: 84.24% of our students worry about not having enough money to live on, compared to 82% nationally. 56.36% stated that their mental health has suffered as a result, compared to 56% nationally, and 40.3% have considered dropping out of university because of their mental health. Similarly, 36% have considered dropping out because of money worries. 51.21% feel that their maintenance loan is not enough and 12.42% are not entitled to a loan at all. Our visualisations were shared with colleagues within the University's Student Services to highlight the problems students at Edge Hill are facing.

Student Engagement Team (Activities and Celebration Events)

Student Belonging – Queer Prom

For the third consecutive year we successfully hosted a "Queer Prom" event in the SU Bar and Venue. The event was again aimed at students who may have missed out on the opportunity to express their identities at high school prom / leaving ball events. The event was deemed a success with 125 students in attendance.

Student Led Staff Awards

In 2022/23 we again delivered one of our long-standing projects, the Student Led Staff Awards. The project was delivered via a virtual ceremony, premiered live on YouTube to invited staff and students.

Overall, 307 students nominated a staff member for a Student Led Staff Award representing a 51% increase on 2021/22.

The ceremony itself received 265 views.

Feedback from nominees, shortlisted candidates and winners was sought. 77% of respondents felt the experience was a positive one. Some learning points were highlighted in the feedback including ceremony length and recognition of nominees. This feedback will be accounted for in the planning of the 2023/24 event.

Society Awards

For 2022/23 we delivered the Society Awards from the Studio Theatre in the Arts Centre, a space which lends itself well to this kind of event. As usual the event celebrated the achievements of our student communities and was a fantastic end to the year for our societies.

During the ceremony, three societies performed and showcased their work. Eight awards were given out in categories including Best New Society, Most Improved Society, Society of the Year, and Outstanding Contribution to Societies, Collaboration of the Year and Best Event.

The event was mainly attended by those society committees who were nominated, alongside society members from the wider EHSU community. Overall, 109 people were in attendance.

Student Engagement Team (Elections and Democracy)

EHSU President Elections

The election process began on Tuesday 7 February. There were 13 nominations for our 3 full time elected paid officer roles and 22 nominations for our elected volunteer officer roles. Candidates and their manifestos were listed on our website and students had the opportunity to review these prior to voting.

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For the Year Ended 31 July 2023

A particular highlight was the increased number of initial nominations for the Manchester Campus President, rising from 1 nomination in 2022 to 5 in 2023. A detailed report on the Elections can be viewed.

Student Engagement Team (Campaigns)

Ask for Johnny

The Union's flagship campaign for 22/23, led by FoHSCM President and supported by the Students' Union's staff team, was our 'Ask for Johnny' Contraceptive Campaign. We began distributing free contraception from our main offices and bar.

Between October 2022 and January 2023, the Students' Union stocked stations at the two collection points monitoring usage to ensure the scheme was being accessed.

In January of 2023 we secured a supply from Lancashire Sexual Health meaning the contraceptive products can continue to be supplied to our students free of charge on an indefinite basis.

Sexual Violence, Safety, and Spiking Campaign Work

Following work in 2021-2022, our team continued to attend the Sexual Violence Working groups and consulted on the University's Sexual Violence Policy. The new Policy was issued for ratification in May 2023 following additional feedback from our advice services team and the Survivors Society.

We continued our collaboration with Lancashire Police and the university, raising awareness of the Spike Aware Campaign. As a result of this collaboration, media was produced and sited around our licensed premises and a video was shot in our Bar & Venue. The video media assets will be available to students throughout 2023-2024.

Communications Team

Between August 2022 and July 2023, 95,000 users visited the EHSU website. Of those visitors, 40,290 came direct to the site, 30,921 through organic search, 11,411 came through referral, and 6,501 through organic social media marketing. The average engagement time with the site was 1 minute and 7 seconds.

The most popular pages on the EHSU Website during that time (excluding the home page and log-in page) were the societies page, the E Shop, and the Registration page.

Between August 2022 and July 2023, our Facebook reach was 73,470 users and our Instagram reach was 27,036 users. The post with the highest reach was about our 'End of an Era Social' focusing on the last ever event in our SU Bar & Venue prior to its demolition, the post reached 10,600 people.

Our Tik Tok channel continued to grow, with a post about our Subway relocation generating over 60,000 plays in August. Another post about our free condom campaign 'Ask for Johnny' generated over 31,000 views.

Advice Service

Our Advice Service has continued to be involved with the University's regulations review committee to ensure regulations are fair and changes which are made are in the best interests of students.

Our Advice Service dashboard for 2022-23 can be viewed [here](#). Across the year over 300 cases were opened by our advisors, with 44% requiring a face-to-face appointment. The most requested category of advice required by students was help with finance. Segmenting by faculty, students from the Faculty of Health, Social Care, and Medicine were the highest participants.

Commercial Team

2022-2023 was a challenging year for our commercial operations in several ways. In the summer of 2022, at short notice at the university's request, we relocated our Subway franchise into a university space in anticipation of the demolition of our premises. An unplanned process was condensed into 3 weeks in order to successfully deliver a fully operational new outlet for the start of September 2022. This could not have happened without the accommodating approach of the central Subway contractors team who schedule work months in advance all around the country.

Trustees' Report (continued)
For the Year Ended 31 July 2023

In line with the scheduled demolition of our premises, our bar closed in May of 2023, as did our Stone Willy's Kitchen food outlet. Much of the work of the early part of 2023 focused on establishing a set of interim solutions whilst our new facility is under construction. As part of this, in March 2023, we assumed operational control of the Red Bar situated within the Arts Centre. This premises will serve as our temporary home for 2023-24. Remedial work for the premises was completed over the summer months, with a premises licence submitted to cover the additional activity within the space and enhance the offer available to students.

Additionally, over the same period, working alongside the university's capital development team we established plans for an additional three temporary outlets. One of which will see us replace our SWK food offer (whose menu was based around pizza, chicken products, and fries products), which had its position eroded by university activity, with a Burrito outlet – 'Union Burrito'. The second and third outlet will house our laundry facilities. These have been sited at opposite sides of the campus to reduce student transit times. Some additional capacity has also been included.

Further economic factors have also impacted all our commercial operations, notably student behaviour affected by the cost of living and tightening of budgets, and inflation, most notably food inflation. The hospitality sector reputationally has also been hit and all the above are challenges we will have to be mindful of as we enter 23-24 and beyond.

Despite the challenges faced, our team delivered a profitable year and we continued to invest in students through employment and training.

Highlights included:

- 28,000 student staff hours worked in our commercial outlets.
- 57% of hours worked were by women.
- 12 student staff trained in First Aid at Work Level 3
- 12 student staff trained in Mental Health First Aid.
- 6 student staff trained in BIIAB Level 2 Award for Personal License Holders.
- Our Subway Manager is an EHU graduate who progressed through our structures.
- Our Assistant Bar & Events Manager is an EHU graduate who progressed through our structures.
- 65,628 Subs were sold from our Subway outlet, with 73,904 sales in total.
- 201,943 drinks were sold from the SU Bar & Venue.
- Over 32,000 visits to the SU Bar & Venue Events.
- Our most popular event was our Halloween 'House of Horrors' event attended by 1,113.
- 13,277 orders were sold through the Stone Willy's Kitchen outlet.

SU Bar & Venue retained its Best Bar None Award status for 2023/24, with an overall score of 97%, finishing as national runner up. The team were also recognised for their work supporting mental health, receiving a special award for this.

We have also continued our commitment to sustainable and ethical supplies through our membership of NUS Purchasing Consortium. This means all our suppliers and products are vetted to ensure they meet the requirements set out by NUS.

Future Plans

Our new Strategic Plan

We will be publishing our new Strategic Plan in term 1 of 2023. The plan will cover the period 2024-2027.

The Plan has been developed from insight and consultations taken from our June planning sessions, in addition to data gathering from primary and secondary research that took place over the course of the 2022-23 academic

Trustees' Report (continued)
For the Year Ended 31 July 2023

year.

Staffing Structure & Departmental Plans

Running in parallel with the development of our strategic plan, our departmental planning process began in June and has been running over the summer to provide direction for each service area. As such Policy and Insight, Activities, Marketing and Communications, Advice, Bar and Events, Subway and Retail all have plans and a set of objectives attached to them. Commercial activity is highly dynamic and applying three-year plans at this stage (given the transition to a temporary facility and anticipated completion of the new build in 2024) would not be prudent.

Departmental plans are now embedded into the working culture of the organisation through the PDR process, goals for staff members flow from the strategic plan and departmental plans. Each staff member has a PDR which includes objectives, success measures, support and development, and progress. The documents are live, review and discussion around progress will be facilitated through one-to-one sessions with line managers. Budget has been allocated to each staff member to facilitate external training and development relevant to achieving individual and organisational goals.

Weekly team meetings will now focus on subject matter and progress against success measures for each department. This will provide focus for the whole team and allow them to see how their work impacts the organisation.

A key focus for all departments across 2023-2024 will be the integration of part-time student employment to broaden the opportunities we offer for our members. Whilst our commercial outlets have always provided employment opportunities for students (circa 21,000 hours so far this year), our other departments have not. As was outlined in our budget paper, a significant investment has been apportioned to these departments for 2023-2024. Our commercial areas currently have two former Edge Hill students in a managerial position, a member of the commercial department's welfare team has commenced employment as a Student Advisor, and our other Student Advisor was a course representative. This demonstrates how, with effective training and development alongside a clear pathway, student staff members can progress through our structures into full-time employment. Bringing more student employment into the organisation will broaden the skills students can gain from their time with us and open avenues for future careers, either within the Union or elsewhere. Furthermore, with more students at the heart of how the organisation operates opportunities for engagement with the wider student body will be enhanced, allowing the Students' Union to become increasingly visible and relevant to our members. For 2023-24 our Policy and Insight Team will focus upon developing, improving, and implementing effective opportunities for students to amplify their voice within the university. We will pilot processes and systems for receiving feedback from students and establish a culture where feedback is freely given by students, reported by the Students' Union, and acted upon by key stakeholders.

Our Activities Team will focus on broadening the number of opportunities available to students through implementing effective structures and systems. This will include but is not limited to developing a 12-month event calendar which seeks to engage with all students, developing a formal structure for recognising student achievement, and engaging with the local community to provide more opportunities for students outside of their studies.

Our Advice Team will focus on improving the accessibility of the service through implementing a triage, gathering meaningful and effective feedback, and developing areas of specialist advice which we do not currently offer. We will also aim to become a source of knowledge for our students, disseminating key information on issues which may be affecting students in a timely and accurate way.

Our Marketing and Communications Team aims to maximise the engagement we receive through our communication channels through developing and improving methods of communication, fostering a culture of dialogue and interaction whilst strengthening the Union's brand. The team will also strive to bring additional income to the Union through advertising partnerships.

Our Commercial Team aims to provide a year of financial stability at a time when student budgets are stretched, the union is without a proper facility and macro-economic conditions are unfavourable. Our team will focus on

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For the Year Ended 31 July 2023

continuing to provide the best possible experience for students including delivering great value for money and excellent levels of customer service. We will also continue to provide fantastic training and development opportunities for our student staff. Our team will aim to gain accreditations and recognition for our services where possible.

Representation Structures

A change to our representation structure is the further evolution of our academic societies. Societies have traditionally been our best source of student engagement, by integrating representation as one of their key functions we aim to provide enhanced opportunities for student feedback as well as the other aspects of extra-curricular activity that societies deliver.

New Students' Union Building

Work continues alongside the university's capital development team to finalise plans for the new Students' Union facility which is due to open to students in the summer of 2024. .

The new facility will be a multi-purpose venue and event space which will deliver procured food and beverage and event experiences. Delivered via an open ground floor to external terraces, a first floor, and an upper floor which will include a roof terrace and garden area, our expectation is to use the spaces all year round to provide an exciting and engaging programme of activity to a number of audiences.

We also hope to work alongside FM colleagues in renovating the top floor of the Hub space (phase 3 or 4) in order to enhance and incorporate our other support and confidential spaces such as our advice service.

Financial Review

EHSU's gross income from all sources this year was £1,834,208. Total expenditure of £1,789,284 spent on the wide-ranging student benefits we provided, as well as the modest fundraising and other revenue-generating activities we undertook, created a surplus for the year of £44,924.

EHSU has continued to benefit from the recognition and support of the University this year with an annual block grant received of £522,378 (2022: £526,201).

The operating budgets for 2022/23 were compiled by each department Manager in consultation with the Director of Student Engagement, the Chief Executive and an external Finance Consultant.

The key points considered in the budgets were:

- 2021/22 was being used as the first solid financial year post Covid, and in focusing on maintaining another strong and stable year, this formed the basis of much of our budget.
- Uplift to 21/22 Block Grant of 3% (approx. £14k) was confirmed by the University due to a reforecast of their income from £127m to £130.798m
- Any potential future impact of a new SU building was accounted for in the sensitivity report
- 3.5% increase in 22/23 Block Grant (approx £16.4k) due to forecast University income of £135.393m
- Excluded 10% contribution to EH Sport as this was deducted at source
- Presumed increase to Rent at current RPI of 9% (RPI May22)
- Cost of Living increases budgeted for at 7.8% per CPIH Apr22
- Focus continued on Staff Training/Development, Recognition and Wellbeing
- £32.8k block grant deficit to be met by commercial surplus in addition to the £138.8k already covered for 50% of support staff costs
- SU Shop remained online with additional "pop-up" stalls every week

Term One

We commenced 2022/23 with an actual deficit of £41k against a forecast deficit of £45k with small amounts of income from our online shop and Subway. We invested in £3.5k of new equipment from our designated reserves funds. The end of September welcomed our new students and saw all commercial outlets in operation. A further £2k was invested in equipment from designated reserves funds. We produced a surplus of £31k against a forecast surplus of £15k, with both SU Bar and Subway starting strong during Welcome Week with a combined

Trustees' Report (continued)
For the Year Ended 31 July 2023

achievement of £25k ahead of forecast income for that month. This strong month was needed as October was not as strong as expected, producing a £42k surplus against a £60k forecast surplus. While Subway continued to thrive, Stone Willy's Kitchen's popularity declined severely and fell well below forecast income.

Again November failed to achieve forecast surplus at just £13k against a £38k forecast. Wet income in particular declined with the commencement of the location transition to the 'Red Bar' in preparation for the old SU commercial building being demolished. Stone Willy's Kitchen continued to fall considerably short against forecast income. We also incurred considerable irrecoverable VAT costs on our purchases relating to the relocation of Subway from our commercial building into the University's 'Hub' building, which pushed our support costs considerably over budget. December showed a further decline with an £11k deficit produced against a forecast surplus of £9k. This was solely due to underperformance against forecast income as opposed to any expenditure overspend. All commercial departments fell short of forecast income except for Subway which continued to outperform forecast and YTD was running £32k ahead of forecast income. At the end of Term 1 the YTD surplus was £34k against a forecast surplus of £79k, a shortfall of £45k. Despite the YTD results, our working capital remained strong, as did our solvency and liquidity ratios, at 23% and 5.6 respectively.

Term Two

Due to the decline in income against original forecast, in January the senior management team produced a reforecast budget for the remainder of 2022/23. This saw all commercial departments achieve above forecast excluding Stone Willy's Kitchen income. It was evident at this point that unlike 2021/22 when Stone Willy's Kitchen surged in popularity and subsequently had a negative impact on Subway income, the relocation of Subway to 'The Hub' in 2022/23 has had the reverse effect. £26k surplus was achieved against a forecast of £10k. February produced a slight deficit on forecast as wet income appeared to decline again with the planned transition to the Red Bar and support and engagement overheads went over budget. March saw the full transition of the SU Bar to the Red Bar which unfortunately failed to perform against wet income reforecast. We moved back to a surplus in the month but still quite short of forecast, which left YTD results at the end of Term 2 at £71k surplus against a reforecast £97k surplus.

Term Three

April brought us back just ahead of breakeven in the month. GP% across the board were strong and overheads were well controlled. Both the online retail shop and Subway income results impacted this positively too. Despite the reforecast, wet income just didn't materialise in its new position in the Red Bar and this continued to year end, which at the very least showed what investment in equipment, time and planning was needed for 2023/24 to make this a success. May brought about a surplus of £14k but still somewhat short of the forecast £18k. June saw another breakeven month at £15k deficit, a month where there is minimal income coming in other than from Subway, which again outperformed their own forecasts. July was unfortunately another disappointing month with an actual deficit of £26k against a forecast surplus of £7k. Graduation Week sales almost met forecast and Subway remained consistent outperforming forecast. Overheads were the main source of the deficit, with more irrecoverable vat incurred and an impact felt from the VAT annual adjustment performed at year end in relation to partially exempt income/expenditure.

At year end we closed £47.3k down on the original budget and £63.2k down on the reforecast budget. Despite this we had very strong closing reserves

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 level

A robust reserves policy explains to stakeholders, such as students and the University, why the Union is holding a particular amount of reserves. It gives confidence that the Union's finances are being properly managed, and provides an indicator of future income requirements and overall sustainability.

Trustees' Report (continued)
For the Year Ended 31 July 2023

Developing a reserves policy assists in:

- strategic planning, by considering how new projects/activities will be funded
- informing the budget process, by considering whether reserves need to be drawn down or built up
- informing the risk register, by identifying uncertainty in future income streams

The Union's aim, in line with Charity Commission CC19 guidance, is to maintain a policy on reserves which establishes a level of reserves that is right for our charity, is used to manage uncertainty, and if reserves are to be held to fund future purchases/activities, explains how and when reserves will be spent.

A risk-based target reserves level is set through the reserves policy to ensure the Union is able to continue with its objectives, and this is the level which 'general funds' should not fall below. If there is a shortfall then Trustees need to be aware of why this has happened, whether it is short or long term and what actions will be taken to bring the reserves back into line with the target.

Where there are general funds available in excess of the target reserves level, and where there is a strategic rationale, these funds can be ring-fenced for a particular purpose by Trustees to be spent over the next few years. These funds then become referred to as 'designated funds'. Funds may be moved between purposes or new ones created, but the overall amount the Trustees have designated will not increase throughout the year. The overall amount can decrease if the Trustees feel it is appropriate to release funds back into unrestricted reserves should they feel it is no longer necessary to have them designated, for example if there were a shortfall in the target reserves level.

When calculating the amount of reserves to be held, the Trustees must consider the amount of unrestricted funds that are readily available. This is because spending some of these funds may adversely impact on the Union's ability to deliver its aims. Items that the Trustees should exclude from reserves are:

- Tangible fixed assets (used to carry out the Union's activities, such as commercial equipment)
- Intangible fixed assets and investments (held solely to further the Union's purpose, such as the trading subsidiary)
- Designated funds (set aside to meet future essential spending, such as depreciation of future assets, equipment purchases, a commitment to staff wellbeing, expanding the student engagement service we offer)

The Union receives grant income from the University to spend on its charitable aims — the objects for which it is registered as a charity with the Charity Commission. The Union also receives income from trading activities carried out specifically to fulfil its charitable objectives. This is known as 'primary purpose' trading. The Union's exemption from paying corporation tax on this income is based on the proviso that this income is applied to its charitable purposes. It is therefore a presumption that Union income will be spent rather than retained. This places a requirement on Trustees to use the funds the Union receives or have good reasons for keeping funds back and not spending them. This is where a reserves policy and continual review of where the Union's reserves are in comparison to its target reserves level is crucial.

We continue with our risk-based approach to Reserves. Our largest financial risk at this time is most certainly loss of trading (primary purpose) income. With the commercial transition period having commenced partially in 2022/23 and fully in 2023/24 (before the planned move into the new SU building in 2024/25), we hope that students will respond loyally throughout this period and continue to use the Union's commercial facilities, maintaining those vital income streams. For 2023/24 Commercial income is budgeted to remain flat against 2022/23 due to the significant uncertainty facing the Union as a result of these changes. We are also redeveloping our food offering after a downturn in Stone Willy's Kitchen popularity, and also need to be mindful of macroeconomic conditions which along with a lack of uplift to student funding from the Government means price rises within our outlets will need to be minimised so as to support student's budgets as far as possible.

Given that there are so many unknowns at present, the reserves are being maintained at the current level of £125k. Once at the end of 2023/24 Term 1 we will have more insight into the effects of the transition and be more informed to carry out a full review of the Reserves Level for the following 12 months. In the meantime, considering the certainty of Block Grant receipt from the University, holding general reserves of £125k will allow the Union time to take up opportunities to diversify income streams, buffer the cash flow requirements of essential expenditure and employee retention, and maintain sustainability should there be a downturn in income.

Trustees' Report (continued)
For the Year Ended 31 July 2023

The sensitivity analysis in our 2023/24 budget focused on 5%/10%/15% reductions in commercial income and the subsequent effect on year end surplus available for reinvestment into our student services. We calculated that even at a 15% reduction, with reserves staying at £125k, we would still have a healthy level of free reserves of £134k. Now taking into account our actual year end result for 2022/23, this would drop our free reserves to £109k.

When considering sustainability we continue to monitor solvency and liquidity ratios, in order to determine our ability to meet our debt obligations. Acceptable solvency ratios vary from industry to industry, but as a general rule of thumb, a solvency ratio of greater than 20% is considered financially healthy. Our YTD results produced a primary solvency ratio of 17% with regards to our long-term financial health, however as we don't have any long term debts, this slight drop against "normal" is not a concern.

Looking at short-term financial health we reviewed our liquidity ratio, using the working capital ratio of using cash/cash equivalents, marketable securities and accounts receivables to cover liabilities with a maturity rate of one year or less. Again, a general rule of thumb was applied, with a liquidity ratio under 1 indicating that a company's short-term debts are greater than its assets. Our YTD results produced a liquidity ratio of 3.7 meaning that for every £1 of current debt we had, we also had £3.70 available to pay for the debt. What was also positive news was that 97% of our current assets at this stage were either already cash (94%), or were accounts receivables (3%), which could be collected more quickly than stock, confirming we were in a strong liquid and solvent position.

Free reserves at 31 July 2023 moved to:

• Unrestricted funds:	£794,893
• Less Designated reserves:	(£392,231)
• Less Investments (Trading Co)	(£100)
• Less Tangible Fixed Assets	(£74,001)
• Less Reserves Target	(£125,000)
• Free Reserves	£203,561

The Union's free reserves show sufficient funds to cover the agreed reserves target of £125k as defined within the reserves policy. This also confirms that there are sufficient funds as required to maintain the financial stability of the Students' Union moving forward. The excess of free reserves will be reviewed to determine whether short or long term, and if long term, a recommendation will be put forward to Trustees to designate additional funds against future spend (2023/24 onwards) in line with strategic objectives.

The reserves policy will be reviewed annually during the budget process, or sooner if deemed appropriate, in accordance with Charity Commission (CC19) guidance. The Union is committed to ensuring that the organisation is run in a financially sustainable way.

Proactively managing the reserves target will be a valued contribution to achieving the delivery of the Union's objectives and benefits for its students, therefore the target will be reviewed on a monthly basis as part of the management accounts process.

Designated funds will be administered where appropriate to comply with accounting standards and to give the clearest information to stakeholders.

Disclosure of information to auditors

Each of the persons who are trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor are unaware, and
- that Trustee has taken all steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Sarah Ellis
Trustee
Date:

Statement of Trustees' responsibilities
For the Year Ended 31 July 2023

The Trustees (who are also the directors of the charity for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they 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 Companies Act 2006. 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 and signed on its behalf by:

Sarah Ellis
Trustee

Date:

Independent Auditors' Report to the Members of Edge Hill Students' Union Limited

Opinion

We have audited the financial statements of Edge Hill Students' Union Limited (the 'charitable company') for the year ended 31 July 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 July 2023 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Independent Auditors' Report to the Members of Edge Hill Students' Union Limited (continued)

Other information

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' Report thereon. The Trustees are responsible for the other information contained within the Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Independent Auditors' Report to the Members of Edge Hill Students' Union Limited (continued)

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' Report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the senior statutory auditor ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charitable company through discussions with directors and other management, and from our commercial knowledge and experience of the sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charitable company, including the financial reporting legislation, Companies Act 2006, taxation legislation, anti-bribery, employment, and environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charitable company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates set out in Note 3 were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims; and
- reviewing correspondence with HMRC, relevant regulators and the charitable company's legal advisors.

Independent Auditors' Report to the Members of Edge Hill Students' Union Limited (continued)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' Report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Simon Hawkins (Senior Statutory Auditor)

for and on behalf of

Dains Audit Limited

Statutory Auditor
Chartered Accountants

Suite 2, Albion House
2 Etruria Office Village
Forge Lane
Stoke on Trent
Staffordshire
ST1 5RQ

Date:

Statement of financial activities (incorporating income and expenditure account)
For the Year Ended 31 July 2023

	Note	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	4	522,411	220,716	743,127	771,734
Charitable activities	5	1,063,961	-	1,063,961	1,198,854
Other trading activities	6	14,850	-	14,850	5,420
Investments	7	12,270	-	12,270	2,008
Total income		1,613,492	220,716	1,834,208	1,978,016
Expenditure on:					
Raising funds	8	6,009	-	6,009	10,887
Charitable activities	9	1,562,559	220,716	1,783,275	1,744,818
Total expenditure		1,568,568	220,716	1,789,284	1,755,705
Net movement in funds		44,924	-	44,924	222,311
Reconciliation of funds:					
Total funds brought forward		749,969	-	749,969	527,658
Net movement in funds		44,924	-	44,924	222,311
Total funds carried forward		794,893	-	794,893	749,969

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

The notes on pages 24 to 46 form part of these financial statements.

Edge Hill Students' Union Limited
(A Company Limited by Guarantee)

Balance Sheet
As at 31 July 2023

	Note	2023 £	2022 £
Fixed assets			
Intangible assets	14	-	-
Tangible assets	15	74,001	11,882
Investments	16	100	100
		74,101	11,982
Current assets			
Stocks	17	30,487	47,229
Debtors	18	46,150	60,495
Cash at bank and in hand		925,003	727,279
		1,001,640	835,003
Creditors: amounts falling due within one year	19	(280,848)	(97,016)
Net current assets		720,792	737,987
Total net assets		794,893	749,969
Charity funds			
Restricted funds	21	-	-
Unrestricted funds	21	794,893	749,969
Total funds		794,893	749,969

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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

Sarah Ellis

Trustee

Date:

Registered Number:07329036

Charity Number:1143764

The notes on pages 24 to 46 form part of these financial statements.

Statement of Cash Flows
For the Year Ended 31 July 2023

	2023 £	2022 £
Cash flows from operating activities		
Net cash used in operating activities	284,590	271,403
Cash flows from investing activities		
Dividends, interests and rents from investments	12,270	2,008
Purchase of tangible fixed assets	(99,136)	(17,417)
Net cash used in investing activities	(86,866)	(15,409)
Cash flows from financing activities		
Change in cash and cash equivalents in the year	197,724	255,994
Cash and cash equivalents at the beginning of the year	727,279	471,285
Cash and cash equivalents at the end of the year	925,003	727,279

The notes on pages 24 to 46 form part of these financial statements

Notes to the Financial Statements
For the Year Ended 31 July 2023

1. General information

The registered office is Edge Hill Students' Union, The Hub, St Helen's Road, Ormskirk, Lancashire, L39 4QP. The entity is a private company limited by guarantee, incorporated and registered in England and Wales.

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 Companies Act 2006.

Edge Hill Students' Union Limited 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

The accounts have been prepared on the assumption that the charitable company is able to carry on as a going concern which the directors and trustees consider appropriate. The charitable company has had confirmation from Edge Hill University that grant funding will remain in place for the foreseeable future.

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.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

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. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Notes to the Financial Statements
For the Year Ended 31 July 2023

2. Accounting policies (continued)

2.4 Expenditure (continued)

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

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.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Taxation

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

2.8 Intangible assets and amortisation

Intangible assets costing £2,000 or more are capitalised and recognised when future economic benefits are probable, and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life.

Amortisation is provided on the following basis:

Trademarks	- 20 % straight line
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Notes to the Financial Statements
For the Year Ended 31 July 2023

2. Accounting policies (continued)

2.9 Tangible fixed assets and depreciation

Tangible fixed assets costing £2,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Bar & Kitchen equipment	-	33%
Stone Willy's Kitchen Equipment-		33%
Shop equipment	-	33%
Subway shop equipment	-	33%
Subway fixtures and fittings	-	33%
Office equipment	-	33%

2.10 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

2.11 Stocks and work in progress

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

2.12 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.

2.13 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. Accounting policies (continued)

2.14 Liabilities and provisions

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.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

2.15 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.

2.16 Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

2.17 Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

2.18 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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

Notes to the Financial Statements
For the Year Ended 31 July 2023

3. Critical accounting estimates and areas of judgment

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions 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 assets and liabilities within the next financial year are discussed below.

Critical areas of judgment:

Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 15 for the carrying amount of the property, plant and equipment and note 2.9 for the useful economic lives for each class of assets.

Clubs & Societies

The income and expenditure of EHSU Clubs & Societies has not been included in these financial statements, as they are not within the control of the charitable company. The charitable company holds funds as a custodian on behalf of the Clubs & Societies. Grants issued to clubs & societies by EHSU amounted to £11,449 (2022: £4,536) in the year ended 31 July 2023. Of this they spent £11,449 (2022: £4,536) and returned £nil (2022: £nil).

Amounts held by the Union on behalf of Clubs & Societies as at 31 July 2023 was £15,781 (2021: £16,787).

Notes to the Financial Statements
For the Year Ended 31 July 2023

4. Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Edge Hill University - Core Grant	522,378	-	522,378
Service charge	-	73,893	73,893
Rental grant	-	146,823	146,823
Government grants	33	-	33
	<u>522,411</u>	<u>220,716</u>	<u>743,127</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Edge Hill University - Core Grant	526,201	-	526,201
Service charge	-	73,986	73,986
Rental grant	-	164,793	164,793
Coronavirus Job Retention Scheme	6,754	-	6,754
	<u>532,955</u>	<u>238,779</u>	<u>771,734</u>

Edge Hill Students' Union Limited furloughed certain staff under the government's Coronavirus Job Retention Scheme (CRJS). Total funding above of £nil (2022: £6,754) was received and relates to claims made in respect of the year. The trustees believe that this income should be reflected within the unrestricted funds.

5. Income from charitable activities

	Unrestricted funds 2023 £	Total funds 2023 £
Commercial income	<u>1,063,961</u>	<u>1,063,961</u>

Notes to the Financial Statements
For the Year Ended 31 July 2023

5. Income from charitable activities (continued)

	Unrestricted funds 2022 £	Total funds 2022 £
Commercial income	1,198,854	1,198,854

6. Income from other trading activities

Income from non charitable trading activities

	Unrestricted funds 2023 £	Total funds 2023 £
Advertising	14,850	14,850

	Unrestricted funds 2022 £	Total funds 2022 £
Advertising	5,420	5,420

Notes to the Financial Statements
For the Year Ended 31 July 2023

7. Investment income

	Unrestricted funds 2023 £	Total funds 2023 £
Bank interest received	12,270	12,270

	Unrestricted funds 2022 £	Total funds 2022 £
Bank interest received	2,008	2,008

8. Expenditure on raising funds

Fundraising trading expenses

	Unrestricted funds 2023 £	Total funds 2023 £
Fundraising trading expenses - wages and salaries	3,704	3,704
Fundraising trading expenses - NI	458	458
Fundraising trading expenses - pension costs	95	95
Allocated centrally incurred fundraising and governance costs	1,752	1,752
	<u>6,009</u>	<u>6,009</u>

Notes to the Financial Statements
For the Year Ended 31 July 2023

8. Expenditure on raising funds (continued)

Fundraising trading expenses (continued)

	Unrestricted funds 2022 £	Total funds 2022 £
Fundraising trading expenses - wages and salaries	4,554	4,554
Fundraising trading expenses - NI	482	482
Fundraising trading expenses - pension costs	112	112
Allocated centrally incurred fundraising and governance costs	5,739	5,739
	<u>10,887</u>	<u>10,887</u>

9. Analysis of expenditure on charitable activities

Summary by fund type

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Commercial activities	1,304,368	220,716	1,525,084
Student Voice	258,191	-	258,191
	<u>1,562,559</u>	<u>220,716</u>	<u>1,783,275</u>

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Commercial activities	1,062,210	238,779	1,300,989
Student Voice	443,829	-	443,829
	<u>1,506,039</u>	<u>238,779</u>	<u>1,744,818</u>

Notes to the Financial Statements
For the Year Ended 31 July 2023

10. Analysis of expenditure by activities

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £
Commercial activities	998,568	526,516	1,525,084
Student Voice	130,756	127,435	258,191
	<u>1,129,324</u>	<u>653,951</u>	<u>1,783,275</u>

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £
Commercial activities	879,318	421,671	1,300,989
Student Voice	221,947	221,882	443,829
	<u>1,101,265</u>	<u>643,553</u>	<u>1,744,818</u>

Notes to the Financial Statements
For the Year Ended 31 July 2023

10. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2023 £	Total funds 2022 £
Staff costs	254,870	255,302
Depreciation	637	3,135
Rent	220,716	221,343
Staff development	3,164	6,674
Recruitment costs	6,033	274
Staff recognition	150	1,820
Office costs	3,033	3,482
Professional fees	42,111	17,359
Finance charges	12,881	26,879
Subscriptions & affiliations	59,086	53,674
Sundry expenses	1,781	-
Advertising and marketing	1,713	2,524
Governance costs	7,250	7,250
Irrecoverable VAT	17,546	17,469
Insurance	12,536	11,786
Designated reserves - Capital expenditure	4,702	11,270
Designated reserves - Staff wellbeing	5,742	3,312
	653,951	643,553

11. Auditors' remuneration

	2023 £	2022 £
Fees payable to the charity's auditor for the audit of the charity's annual accounts	7,250	7,250

Notes to the Financial Statements
For the Year Ended 31 July 2023

12. Staff costs

	2023	2022
	£	£
Wages and salaries	739,130	758,258
Social security costs	50,153	51,389
Contribution to defined contribution pension schemes	9,235	8,889
	<u>798,518</u>	<u>818,536</u>

The average number of persons employed by the charity during the year was as follows:

	2023	2022
	No.	No.
Charitable activities	10	13
Trading	45	58
Support	5	5
	<u>60</u>	<u>76</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2023	2022
	No.	No.
In the band £60,001 - £70,000	-	1
In the band £70,001 - £80,000	1	-

The total amount of employee benefits received by key management personnel (consisting of salary, employers pension contributions and employer national insurance contributions) is £85,514 (2022: £78,611).

Notes to the Financial Statements
For the Year Ended 31 July 2023

13. Trustees' remuneration and expenses

		2023	2022
		£	£
Maggie Lam	Remuneration	1,681	-
Antonnette Mapesa	Remuneration	1,164	-
Iulia David	Remuneration	1,164	-
Ben Broadhurst	Remuneration	18,365	1,539
	Pension contributions paid	273	-
	Other benefits	-	13
Jack Richardson	Remuneration	17,165	1,539
	Pension contributions paid	203	-
	Other benefits	-	117
Doreen Morrin	Remuneration	8,587	-
	Pension contributions paid	81	-
Kathryn Murphy	Remuneration	-	852
	Other benefits	-	13
Rhiannin Muise	Remuneration	-	15,777
	Other benefits	-	143
Georgia Whalley-Smith	Remuneration	-	5,610
	Other benefits	-	52

During the year ended 31 July 2023, expenses totalling £1,972 were reimbursed or paid directly to 6 Trustees (2022 - £686 to 4 Trustees).

Notes to the Financial Statements
For the Year Ended 31 July 2023

14. Intangible assets

	Trademarks £
Cost	
At 1 August 2022	4,400
At 31 July 2023	<u>4,400</u>
Amortisation	
At 1 August 2022	4,400
At 31 July 2023	<u>4,400</u>
Net book value	
At 31 July 2023	<u>-</u>
At 31 July 2022	<u>-</u>

Edge Hill Students' Union Limited
(A Company Limited by Guarantee)

Notes to the Financial Statements
For the Year Ended 31 July 2023

15. Tangible fixed assets

	Bar & Kitchen Equip £	Stone Willy's Kitchen Equip £	Shop Equipment £	Subway & Shop Equip £	Subway F&F £	Office equipment £	Total £
Cost or valuation							
At 1 August 2022	44,987	8,000	11,050	45,977	101,667	16,645	228,326
Additions	1,719	-	-	-	97,417	-	99,136
At 31 July 2023	46,706	8,000	11,050	45,977	199,084	16,645	327,462
Depreciation							
At 1 August 2022	33,432	8,000	11,050	45,977	101,667	16,318	216,444
Charge for the year	6,971	-	-	-	29,766	280	37,017
At 31 July 2023	40,403	8,000	11,050	45,977	131,433	16,598	253,461
Net book value							
At 31 July 2023	6,303	-	-	-	67,651	47	74,001
At 31 July 2022	11,555	-	-	-	-	327	11,882

Notes to the Financial Statements
For the Year Ended 31 July 2023

16. Fixed asset investments

	Investments in subsidiary companies £
Cost or valuation	
At 1 August 2022	100
At 31 July 2023	100
Net book value	
At 31 July 2023	100
At 31 July 2022	100

Principal subsidiaries

The following was a subsidiary undertaking of the charity:

Name	Company number	Class of shares	Holding	Included in consolidation
Edge Hill Student's Union Trading Limited	08613438	Ordinary	100%	Yes

The financial results of the subsidiary for the year were:

Name	Net assets £
Edge Hill Student's Union Trading Limited	100

Edge Hill Students' Union Bar Limited was incorporated on 17 July 2013 and commenced trading on 19 September 2013 and is a wholly owned subsidiary of the Union.

On 22 May 2014 the company's name changed to Edge Hill Students' Union Trading Limited.

The subsidiary company number is 08613438 and registered address is The Hub, St Helens Road, Ormskirk, Lancashire, L39 4QP.

The company has been dormant during the whole of the reporting period.

Notes to the Financial Statements
For the Year Ended 31 July 2023

17. Stocks

	2023	2022
	£	£
Bar stock	7,443	15,273
Shop stock	17,137	24,298
Subway stock	4,889	4,797
Stone Willy's Kitchen stock	1,018	2,861
	30,487	47,229

18. Debtors

	2023	2022
	£	£
Due within one year		
Trade debtors	18,571	12,579
Other debtors	22,167	42,674
Prepayments and accrued income	5,412	5,242
	46,150	60,495

19. Creditors: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	32,979	70,013
Amounts owed to group undertakings	128	128
Other taxation and social security	10,793	12,118
Other creditors	2,010	2,907
Accruals and deferred income	234,938	11,850
	280,848	97,016

Notes to the Financial Statements
For the Year Ended 31 July 2023

20. Financial instruments

	2023 £	2022 £
Financial assets		
Financial assets measured at amortised costs	40,738	55,253
	2023 £	2022 £
Financial liabilities		
Financial liabilities measured at amortised cost	270,055	84,898

Financial assets measured at amortised cost include trade and other debtors.

Financial liabilities measured at amortised cost include trade creditors, accruals, other creditors and amounts due to group companies.

Notes to the Financial Statements
For the Year Ended 31 July 2023

21. Statement of funds

Statement of funds - current year

	Balance at 1 August 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 July 2023 £
Unrestricted funds					
Designated funds					
Capital	25,730	-	(5,867)	-	19,863
Wellbeing	19,188	-	(5,737)	-	13,451
Students' Union Building Fit Out	215,000	-	-	70,000	285,000
Equipment	24,137	-	(4,702)	-	19,435
Subway remodel	85,000	-	(30,518)	-	54,482
	<u>369,055</u>	<u>-</u>	<u>(46,824)</u>	<u>70,000</u>	<u>392,231</u>
General funds					
Charity	<u>380,914</u>	<u>1,613,492</u>	<u>(1,521,744)</u>	<u>(70,000)</u>	<u>402,662</u>
Total Unrestricted funds	<u>749,969</u>	<u>1,613,492</u>	<u>(1,568,568)</u>	<u>-</u>	<u>794,893</u>
Restricted funds					
Rent grant - Union	<u>-</u>	<u>220,716</u>	<u>(220,716)</u>	<u>-</u>	<u>-</u>
Total of funds	<u><u>749,969</u></u>	<u><u>1,834,208</u></u>	<u><u>(1,789,284)</u></u>	<u><u>-</u></u>	<u><u>794,893</u></u>

Notes to the Financial Statements
For the Year Ended 31 July 2023

21. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 August 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 July 2022 £
Unrestricted funds					
Designated funds					
Capital	10,801	-	(11,270)	26,199	25,730
Staff	27,984	-	-	(27,984)	-
Wellbeing	3,900	-	(3,312)	18,600	19,188
Students' Union Building Fit Out	-	-	-	215,000	215,000
Equipment	-	-	(5,863)	30,000	24,137
Subway remodel	-	-	-	85,000	85,000
	<u>42,685</u>	<u>-</u>	<u>(20,445)</u>	<u>346,815</u>	<u>369,055</u>
General funds					
Charity	<u>484,973</u>	<u>1,739,237</u>	<u>(1,496,481)</u>	<u>(346,815)</u>	<u>380,914</u>
Total Unrestricted funds	<u>527,658</u>	<u>1,739,237</u>	<u>(1,516,926)</u>	<u>-</u>	<u>749,969</u>
Restricted funds					
Rent grant - Union	<u>-</u>	<u>238,779</u>	<u>(238,779)</u>	<u>-</u>	<u>-</u>
Total of funds	<u><u>527,658</u></u>	<u><u>1,978,016</u></u>	<u><u>(1,755,705)</u></u>	<u><u>-</u></u>	<u><u>749,969</u></u>

Notes to the Financial Statements
For the Year Ended 31 July 2023

21. Statement of funds (continued)

Designated funds

We opened the year on 1 August 2022 with designated reserves funds of £369k. This included £154k to spend on equipment, capital depreciation, Subway relocation depreciation and staff wellbeing of which £46.8k was spent in the year. It also included £215k ringfenced for the new SU building "fit out" costs which no spend was planned for in 2022/23.

As per the five year spend plan in our Reserves Policy, the spend on equipment and staff wellbeing is due to finish in 2023/24 so during the May 2024 reserves policy review we will consider whether to ask Trustees to add to the designated funds in those areas for 2024/25 and 2025/26 or whether this expenditure should get built straight into the P&L's, as normal expenditure going forward.

At the close of 2022/23, there was a balance of £107k to be carried over to 2023/24 in general designated reserves, and on 1 August 2023 an additional £100k was ringfenced in relation to the new SU building "fit out" costs, bringing the total designated on the new building up to £385k.

Rent grants

The Union receives funding from the University to pay for the space occupied in the University's buildings.

22. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	74,001	74,001
Fixed asset investments	100	100
Current assets	1,001,640	1,001,640
Creditors due within one year	(280,848)	(280,848)
Total	794,893	794,893

Analysis of net assets between funds - prior year

	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	11,882	11,882
Fixed asset investments	100	100
Current assets	835,003	835,003
Creditors due within one year	(97,016)	(97,016)
Total	749,969	749,969

Notes to the Financial Statements
For the Year Ended 31 July 2023

22. Analysis of net assets between funds (continued)

23. Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net income for the year (as per Statement of Financial Activities)	44,924	222,311
Adjustments for:		
Depreciation charges	37,017	8,998
Dividends, interests and rents from investments	(12,270)	(2,008)
Decrease/(increase) in stocks	16,742	(10,373)
Decrease/(increase) in debtors	14,345	31,854
Increase in creditors	183,832	20,621
Net cash provided by operating activities	284,590	271,403

24. Analysis of cash and cash equivalents

	2023 £	2022 £
Cash in hand	925,003	727,279
Total cash and cash equivalents	925,003	727,279

25. Analysis of changes in net debt

	At 1 August 2022 £	Cash flows £	At 31 July 2023 £
Cash at bank and in hand	727,279	197,724	925,003
	727,279	197,724	925,003

Notes to the Financial Statements
For the Year Ended 31 July 2023

26. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounts of £1,838 (2022 - £1,935) were payable to the fund at the balance sheet date and are included in creditors.

27. Operating lease commitments

At 31 July 2023 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2023 £	2022 £
Not later than 1 year	1,938	1,762
Later than 1 year and not later than 5 years	4,119	5,286
	<u>6,057</u>	<u>7,048</u>

28. Members' liability

The charitable company has no share capital as it is limited by guarantee.

The liability of each member is limited to £1, being the amount that each member undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member or within one year after they cease to be a member, for -

- a) payment of the charitable company's debt and liabilities contracted before they cease to be a member,
- b) payment of the costs, charges and expenses of winding up; and
- c) adjustment of the rights on the contributories among themselves.

29. Related party transactions

The Union is in receipt of a recurrent grant from Edge Hill University of £522,378 (2022: £526,201). The block grant receivable at the year end was £14,698 (2022: £7,204).

In addition, the Union is in receipt of rental grants of £220,716 (2022: £238,779) for the University space occupied by the Union and its subsidiary. In the current year, this also included service charges of £73,893 (2022: £73,986). The amount of rent grant receivable at the year end was £Nil (2022: £18,063). The Union paid the University the equivalent amount for rent. Rent owing at the year end was £220,716 (2022: £18,063).

As at 31 July 2023, the amount owed by the Parent company to the Subsidiary company was £128 (2022: £128). The subsidiary was dormant throughout the period.