

Charity number: 287160

Company number: 01714386

(England and Wales)

Landscape Research Group Limited

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 December 2019

Landscape Research Group Limited
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For the year ended 31 December 2019

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Landscape Research Group Limited
Report of the Trustees
For the year ended 31 December 2019

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 December 2019. The Trustees have adopted the provisions of *Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102)* (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects for which Landscape Research Group is established are: "to advance education and research, encourage interest and exchange information for the public benefit in the field of landscape and any related field".

The trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

ACHIEVEMENTS AND PERFORMANCE

Significant activities

The main charitable activities of LRG in 2019 were:

- o **Advancing Research:** LRG supported research by providing grants to five researchers selected competitively from a total of 21 applications. A financial commitment of £13,120 was made for the 2019 financial year. Outputs from research funded in 2018 have started to be returned, and the completed reports are placed on LRG's website.

- o **Publication of Landscape Research Journal:** Eight issues of Landscape Research were produced in Volume 44 during 2019. LRG continued to benefit from a publishing agreement with Taylor and Francis which provides payments to the charity in the form of royalties, and also a contribution towards editorial expenses.

- o **Community of Interest: Events.** LRG organised two conferences in 2019; In May in Lancaster, and in December in London. LRG was represented by staff and Trustees at other conferences held in Kiel, Brussels, Strasbourg, Tunis and Sterling. LRG launched a new website in 2019 which supports the research and education activity of the Charity, and promotes the work to a wider global community.

- o **Research Networks:** Funding and support was provided to two Landscape Research Networks (LRNs), in Germany and in Tunisia whereby research findings are disseminated. Additional distribution of three new editions of the Landscape Research Extra (LRE) newsletter, and the publication of all past editions of LRE now made available on the LRG website.

Achievements against objectives

LRG have maintained a focus on supporting research and delivering education in landscape-related subject areas, and have continued to develop a wider network of landscape research interests with contributions from both UK, and abroad.

FINANCIAL REVIEW

Significant events

The main source of income for the Charity is through the publishing agreement with Taylor and Francis. The current agreement continues until December 2020, and discussions have started to continue this relationship for an additional term. Membership has increased slightly in 2019, and this has seen a growth in the income generated from subscriptions. With the engagement of two members of staff in 2018 the total annual expenditure has increased and now exceeds income received in the year. Trustees approved a policy to begin to utilise some of the accumulated surpluses to develop the organisation and expand its membership to better deliver charitable activity in the future.

Reserves

At the Board meeting in May 2019 Trustees resolved to increase the level of reserves held to take account of the engagement of employees in late 2018. The increased level of £100,000 is held on deposit at a level to cover the charity's operational expenses for approximately one year. These reserve funds are held as £15,000 in an instant access account with Lloyds Bank and £85,000 in a separate deposit account with Hampshire Trust Bank. This arrangement is to spread the risk and safeguard these reserve funds under the FSCS guarantee scheme.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

LRG operates under Articles and Memorandum established in 1983. As these rules are somewhat out of date an exercise commenced in 2019 to review the Articles and Memorandum to bring them up to date to conform to the 2006 Companies Act. In addition, an investigation was undertaken into the conversion of LRG from a Company Ltd by Guarantee, and Registered Charity, structure to a Charitable Incorporated Organisation (CIO). The implementation of this will be subject to final agreement by the Trustees, and then approval of the Members of the Company at the 2020 AGM.

Landscape Research Group Limited
Report of the Trustees Continued
For the year ended 31 December 2019

Recruitment and appointment of trustees

Trustees are elected by the members at an AGM. In May 2019 at the AGM held in Lancaster three long-standing Trustees stepped down and the Members elected three new Trustees to replace them. LRG have a policy to encourage a regular turnover of Trustees, and seek to maintain a diverse representation, as far as possible. New Trustees are inducted by the Chair and directed to Charity Commission guidance documents *Essential Trustees*, and *Charity Governance Code*.

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity	Landscape Research Group Limited
Charity registration number	287160
Company registration number	01714386
Principal address	Unit 23837 PO Box 7169 Poole Dorset BN15 9EL
Registered address	99 Western Road Lewes East Sussex BN7 1RS

Trustees

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

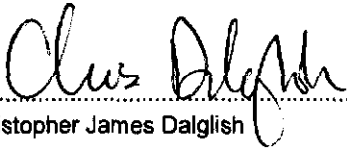
Dr Christopher James Dalglish
Dr Emma Louise Waterton
Dr Ian Caleb Mell
Dr Markus Leibenath
Dr Timothy Laurence Waterman
Dr Gavin MacGregor
Mr Graham John Fairclough
Mr Marouen Hedhlie
Mr Paul Tabbush
Prof Hannes Palang
Prof Ingrid Sarlov Herlin
Prof Kenneth Robert Olwig
Prof Laurence Le Du-Blayo
Prof Vanesa Castan Broto

Secretary *Mr David Jonathan Saunders*

Independent examiners Andrew M Wells FMAAT
99 Western Road
Lewes
East Sussex
BN7 1RS

**Landscape Research Group Limited
Report of the Trustees Continued
For the year ended 31 December 2019**

Approved by the Board of Trustees and signed on its behalf by



.....

Dr Christopher James Dalglish

19 May 2020

Landscape Research Group Limited
Independent Examiners Report to the Trustees
For the year ended 31 December 2019

I report to the trustees on my examination of the accounts of the charitable company for the year ended 31 December 2019.

Responsibilities and basis of report

As the charity Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiners statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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



Andrew M Wells FMAAT
99 Western Road
Lewes
East Sussex
BN7 1RS

19 May 2020

Landscape Research Group Limited
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 December 2019

	Notes	Unrestricted funds £	2018 £
Income and endowments from:			
Donations and legacies	2	6,071	5,846
Charitable activities	3	104,327	105,718
Other trading activities	4	-	100
Investments	5	1,063	84
Total		111,461	111,748
Expenditure on:			
Charitable activities	6/7	(131,995)	(99,666)
Total		(131,995)	(99,666)
Net income/expenditure		(20,534)	12,082
Reconciliation of funds			
Total funds brought forward		176,779	164,697
Total funds carried forward		156,245	176,779

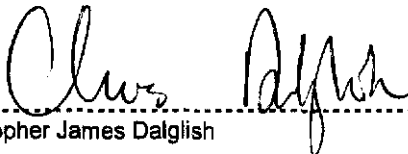
Landscape Research Group Limited
Statement of Financial Position
As at 31 December 2019

	Notes	2019	2018
		£	£
Current assets			
Debtors	13	30,022	34,087
Cash at bank and in hand		130,942	144,282
		160,964	178,369
Creditors: amounts falling due within one year	14	(4,719)	(1,590)
Net current assets		156,245	176,779
Total assets less current liabilities		156,245	176,779
Net assets		156,245	176,779
The funds of the charity			
Unrestricted income funds	15	156,245	176,779
Total funds		156,245	176,779

For the year ended 31 December 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statement were approved and authorised for issue by the Board and signed on its behalf by:



 Dr Christopher James Dalglish
 Trustee

19 May 2020

Landscape Research Group Limited
Notes to the Financial Statements
For the year ended 31 December 2019

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Landscape Research Group 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 note(s).

Going concern

The financial statements are prepared, on a going concern basis, under the historical cost convention.

Statement of cash flows

The Trustees have taken advantage of the exemption in SORP FRS 102 from including a cash flow statement in the financial statements on the grounds that the charitable company is small.

Funds

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Designated funds comprise of unrestricted funds that have been set aside by the Trustees for particular purposes.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above

Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure.

Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

Irrecoverable VAT

Irrecoverable VAT is included in the Statement of Financial Activities, and is reported as part of the expenditure to which it relates.

Landscape Research Group Limited
Notes to the Financial Statements Continued
For the year ended 31 December 2019

2. Income from donations and legacies

	2019	2018
	£	£
Unrestricted funds		
Donations received	-	302
Subscriptions received	6,071	5,544
	6,071	5,846

3. Income from charitable activities

	2019	2018
	£	£
Unrestricted funds		
<i>Production of landscape research</i>		
Event support	1,117	132
Royalties	103,194	105,586
Sale of publications	16	-
	104,327	105,718
	104,327	105,718

4. Income earned from other activities

	2019	2018
	£	£
Contribution	-	100
	-	100

5. Investment income

	2019	2018
	£	£
Unrestricted funds		
Bank interest receivable	1,063	84
	1,063	84

Landscape Research Group Limited
Notes to the Financial Statements Continued
For the year ended 31 December 2019

6. Costs of charitable activities by fund type

	2019	2018
	£	£
Unrestricted funds		
Production of landscape research	46,397	32,931
Research and Information Activity Networks	19,984	13,407
Research and policy development	12,407	9,584
Support costs	53,207	43,744
	131,995	99,666

7. Costs of charitable activities by activity type

	Activities undertaken directly	Support costs	2019	2018
	£	£	£	£
Support costs				
Production of landscape research	46,397	12,713	59,110	58,633
Research and Information Activity Networks	19,984	27,781	47,765	13,407
Research and policy development	12,407	12,713	25,120	27,626
	78,788	53,207	131,995	99,666

8. Analysis of support costs

	Production of landscape research	Research and Information Activity Networks	Research and policy development	2019	2018
	£	£	£	£	£
Chief executive	6,462	6,462	6,462	19,386	21,397
Comms and membership	-	15,068	-	15,068	3,486
Administrative assistant	-	-	-	-	4,747
Staffing and recruitment	1,232	1,232	1,232	3,696	4,202
Archiving	255	255	255	765	1,216
Office costs	334	334	334	1,002	521
Finance costs	263	263	263	789	(74)
Governance costs	4,167	4,167	4,167	12,501	8,249
	12,713	27,781	12,713	53,207	43,744

Landscape Research Group Limited
Notes to the Financial Statements Continued
For the year ended 31 December 2019

9. Net Income/(expenditure) for the year

This is stated after charging/(crediting):

	2019	2018
	£	£
Accountancy fees	2,029	600

10. Staff costs and emoluments

Total staff costs for the year ended 31 December 2019 were:

	2019	2018
	£	£
Salaries and wages	33,832	18,042
Pension costs	621	-
	34,453	18,042

	2019	2018
Administration	2	2
	2	2

11. Trustee remuneration and related party transactions

No trustee receives remuneration in respect for their services as trustee. Reimbursements of expenses to trustees for the year was £5,947.

12. Comparative for the Statement of Financial Activities

The comparative year values on the Statement of Financial Activities are for unrestricted funds.

Landscape Research Group Limited
Notes to the Financial Statements Continued
For the year ended 31 December 2019

13. Debtors

	2019	2018
	£	£
Amounts due within one year:		
Prepayments and accrued income	30,022	-
Other debtors	-	34,087
	30,022	34,087

14. Creditors: amounts falling due within one year

	2019	2018
	£	£
Other creditors	529	-
Accruals and deferred income	4,190	1,590
	4,719	1,590

15. Movement in funds

Unrestricted Funds

	Balance at 01/01/2019	Incoming resources	Outgoing resources	Balance at 31/12/2019
	£	£	£	£
<i>General</i>				
General	176,779	111,461	(131,995)	156,245
	176,779	111,461	(131,995)	166,245

Unrestricted Funds - Previous year

	Balance at 01/01/2018	Incoming resources	Outgoing resources	Balance at 31/12/2018
	£	£	£	£
<i>General</i>				
General	164,697	111,748	(99,666)	176,779
	164,697	111,748	(99,666)	176,779

Purpose of unrestricted Funds

General

To advance education and research, encourage interest and exchange information for the public benefit in the field of landscape and any related fields.

Landscape Research Group Limited
Notes to the Financial Statements Continued
For the year ended 31 December 2019

16. Analysis of net assets between funds

	Net current assets / (liabilities)	Net Assets
	£	£
Unrestricted funds		
<i>General</i>		
General	156,245	156,245
	156,245	156,245
Previous year		
	Net current assets / (liabilities)	Net Assets
	£	£
Unrestricted funds		
<i>General</i>		
General	176,779	176,779
	176,779	176,779