

Charity number: 287160

Landscape Research Group

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 December 2021

Landscape Research Group
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Landscape Research Group
Report of the Trustees
For the year ended 31 December 2021

The Trustees have pleasure in presenting their report and the financial statements for the charity for the year ended 31 December 2021. 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 opportunities for delivering the main charitable activities of LRG in 2021 continued to be impacted by restrictions resulting from Covid19. Travel restrictions and other difficulties were faced by both staff and Trustees in working under the many constraints on holding in-person meetings and in actually delivering some of the charitable activities, including field work. Despite this some progress was made in the following areas:

·Advancing Research: In 2021 LRG supported landscape-themed research by providing grants to seven researchers, selected competitively from a total of 33 applications. As a special initiative, in response to Covid constraints on delivering other forms of charitable educational events, the Trustees approved an increased financial commitment of £18,062 for the 2021 financial year. Outputs in the form of reports and journal articles from research projects funded in 2019 and 2020 have started to be returned, and the completed reports are placed on LRG's website, and also published in Landscape Research journal. Some flexibility will be made in extending the submission deadline for completed projects to account for the difficulties in carrying out fieldwork in 2021.

·Publication of Landscape Research Journal:

Eight issues of the journal Landscape Research were produced in Volume 46 during 2021. LRG continued to benefit from a publishing agreement with Taylor and Francis which provides payments to the charity in the form of a share of publishing royalties, and also a contribution towards the editorial expenses.

·Community Development:

- Events: As a result of the imposition of Covid-related travel constraints LRG were unable to host any physical meetings or attend conferences in 2021. In response, LRG organised an on-line webinar in September 2021; this was titled Enduring Colonialism: Empire and Landscapes in Dialogue and was chaired by Professor Corinne Fowler, with contributions by other authors and academics working across three continents. This event was very well attended, with a wide reach of audience attending from around the world.

- ECR Forum: A new initiative for LRG to provide a regular meeting forum for early career researchers was set up as a pilot and these events have now become a regular activity in the events calendar.

- Research Networks: Funding and support has been provided to develop regional Landscape Research Networks (LRNs). Several of these networks that were in development had approval from LRG for funding and technical support, but none of them were able to carry out the planned programme of meetings, and the annual funding allocation has been retained in the budgets for 2022.

- Communications. In February 2021 Emily Shakespeare joined LRG staff as Communications Manager and, working with Trustees, brought forward the development of new online resources and meeting opportunities provided by the Landscape Exchange (LEX) website which supports the research and education activity of the charity by providing a platform for multimedia contributions. In addition, and working closely with the journal editorial team, a new communications strategy to include social media has been implemented to promote landscape studies to a wider global community.

Achievements against objectives

Despite the constraints caused by global pandemic LRG has managed to maintain a focus on supporting research and delivering education in landscape-related subject areas. The LRG-owned journal Landscape Research continues to thrive with a growing impact factor year-on-year. Through moving many networking events online there has been a continued growth in members from a much wider network of landscape research practice, from both UK, and abroad. Moves to diversify both the membership and also the Trustees have progressed during 2021.

Landscape Research Group
Report of the Trustees Continued
For the year ended 31 December 2021

FINANCIAL REVIEW

Significant events

The main source of income for the Charity is through the revenue from royalties under a publishing agreement with Taylor and Francis. The previous arrangement expired on 31st December 2021. During 2021 terms were agreed to continue this arrangement for four more years.

As part of the mission to diversify LRG's activities a review of membership subscriptions was carried out in 2020 which set out options for lower membership fees for applicants from some non-OECD countries, and offered concessionary rates for students and retirees. As a result LRG now has members from over 41 countries, with a 23% increase in the number of members at the end of 2021. The impact of this policy has been a decline in membership subscription income, but this has been balanced by the cost of servicing the membership also falling through an increase in the use of electronic communications.

As a result of Covid it was not possible to generate any significant income from running live events in 2021 but, again, the level of operating costs for travel-related expenditure was also reduced from that predicted in the pre-Covid budget.

In developing plans and setting budgets for the next three years LRG Trustees have continued the previously approved 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. This has been done in the context of an assessment of risk, and a risk register is maintained for Trustees to review on a regular basis. During the course of 2021 the ambition to achieve any significant growth, or deliver many of the in-person networking activities, was constrained and, as a result, both expenditure and income were somewhat lower than anticipated. Despite this the charity finances remain in a strong position, with accumulated surpluses over and above the reserves held (see below) being available for re-allocation for charitable delivery and organisational development in the next year.

Reserves

In line with the LRG policy reviewed in May 2020, the Trustees confirmed the level of reserves should remain at £100,000 to be held on deposit. This amount represents a level sufficient to cover the charity's operational expenses for approximately one year. These reserve funds are held as £15,000 in an instant access savings account with Lloyds Bank and £85,000 in a separate interest earning deposit account with Hampshire Trust Bank. This arrangement has been made to spread the risk, and safeguard these reserve funds under the FSCS guarantee scheme.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Since the foundation of the charitable company in 1983 LRG has operated under Articles and Memorandum drafted at that time, which had remained unchanged. An exercise to update the constitution and legal structure commenced in 2019 to review the options to bring the governing document up to date, and conform to the requirements set out in the 2006 Companies Act.

At a Board meeting on 19th May 2020 a proposal to convert LRG from a Company Ltd by Guarantee, and Registered Charity, structure to a Charitable Incorporated Organisation (CIO) with a new constitution was prepared based on the Charity Commission Association model, with objectives and aims remaining unchanged from those stated in the original Memorandum and Articles of Association. This was approved by a majority of Trustees (13 for, 1 against).

A special resolution to make this constitutional change was then put to LRG Members at the AGM on 18th June 2020 and this was approved by the required majority. The application for conversion to a CIO was then held up with the Charity Commission until the unanimous consent of all serving Trustees had been secured. This was only achieved after the 2021 AGM on 24th September. Landscape Research Group was subsequently removed as a Limited Company at Companies House on 17th November 2021, and at the same time converted to a Charitable Incorporated Organisation (CIO) whilst retaining the same charitable registration number and filing history as the predecessor LRG Ltd.

Landscape Research Group
Report of the Trustees Continued
For the year ended 31 December 2021

Recruitment and appointment of trustees

Trustees are elected by the Members at an AGM. Under the rules of the charitable company the trustees were elected for a one year term. Under the new CIO constitution this will change to a term of three years.

As a result of Covid travel restrictions the AGM held on 18th September 2021 was held by videoconference using Zoom. This change in normal procedure followed the guidance from Charity Commission for operating the charity under Covid restrictions.

Two long-standing Trustees stepped down at the AGM, and one Trustee was removed by ballot of Members at an EGM held on 30th July. At the 2021 AGM the Members elected three new Trustees to replace them.

LRG has adopted a policy to encourage a regular turnover of Trustees, and seeks 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 to the Charity Governance Code.

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity	Landscape Research Group
Charity registration number	287160
Principal address	Unit 23837 PO Box 7169 Poole Dorset BN15 9EL

Trustees

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

Dr Christopher James Dalglish
(Resigned: 24 September 2021)
Dr Emma Louise Waterton
Dr Ian Caleb Mell
Dr Timothy Laurence Waterman
Dr Gavin MacGregor
Mr Graham John Fairclough
(Resigned: 24 September 2021)
Mr Marouen Hedhlie
Prof Hannes Palang
Prof Ingrid Sarlov Herlin
Prof Kenneth Robert Olwig
(Resigned: 30 July 2021)
Prof Vanesa Castan Broto
Ms Linda Marie Bjerketvedt
Prof Karen Ruth Jones
Prof Laura Alice Watt
Mr David Jonathan Saunders
Ms Juliette Desportes
(Appointed: 24 September 2021)
Ms Merham Keleg
(Appointed: 24 September 2021)
Dr Gillian Lawson
(Appointed: 24 September 2021)

**Landscape Research Group
Report of the Trustees Continued
For the year ended 31 December 2021**

Secretary

Mr David Jonathan Saunders

Independent examiners

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

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

.....
Dr Timothy Laurence Waterman

**Landscape Research Group
Independent Examiners Report to the Trustees
For the year ended 31 December 2021**

I report to the trustees on my examination of the accounts of the charity for the year ended 31 December 2021.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 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 Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

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

Landscape Research Group
Statement of Financial Activities
For the year ended 31 December 2021

	Notes	Unrestricted funds £	2020 £
Income and endowments from:			
Donations and legacies	2	9,998	10,068
Charitable activities	3	104,718	112,182
Investments	4	221	873
Total		114,937	123,123
Expenditure on:			
Charitable activities	5/6	(93,217)	(102,383)
Total		(93,217)	(102,383)
Net income		21,720	20,740
Reconciliation of funds			
Total funds brought forward		176,985	156,245
Total funds carried forward		198,705	176,985

**Landscape Research Group
Statement of Financial Position
As at 31 December 2021**

	Notes	2021 £	2020 £
Current assets			
Debtors	12	29,531	42,684
Cash at bank and in hand		171,846	136,384
		201,377	179,068
Creditors: amounts falling due within one year	13	(2,672)	(2,083)
Net current assets		198,705	176,985
Total assets less current liabilities		198,705	176,985
Net assets		198,705	176,985
The funds of the charity			
Unrestricted income funds	14	198,705	176,985
Total funds		198,705	176,985

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

Dr Timothy Laurence Waterman
Trustee

Landscape Research Group
Notes to the Financial Statements
For the year ended 31 December 2021

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 Charities Act 2011.

Landscape Research Group 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 charity 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.

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
Notes to the Financial Statements Continued
For the year ended 31 December 2021

2. Income from donations and legacies

	2021	2020
	£	£
Unrestricted funds		
Donations received	-	343
Subscriptions received	7,998	9,725
Sponsorships received	2,000	-
	9,998	10,068
	9,998	10,068

3. Income from charitable activities

	2021	2020
	£	£
Unrestricted funds		
<i>Production of landscape research</i>		
Event support	-	10
Royalties	104,684	112,023
Sale of publications	34	149
	104,718	112,182
	104,718	112,182

4. Investment income

	2021	2020
	£	£
Unrestricted funds		
Bank interest receivable	221	873
	221	873
	221	873

Landscape Research Group
Notes to the Financial Statements Continued
For the year ended 31 December 2021

5. Costs of charitable activities by fund type

	2021 £	2020 £
Unrestricted funds		
Production of landscape research	33,828	37,052
Research and Information Activity Networks	3,761	7,844
Research and policy development	14,941	11,506
Support costs	40,687	45,981
	93,217	102,383

6. Costs of charitable activities by activity type

	Activities undertaken directly £	Support costs £	2021 £	2020 £
Support costs				
Production of landscape research	33,828	9,228	43,056	47,311
Research and Information Activity Networks	3,761	22,231	25,992	33,307
Research and policy development	14,941	9,228	24,169	21,765
	52,530	40,687	93,217	102,383

7. Analysis of support costs

	Production of landscape research £	Research and Information Activity Networks £	Research and policy development £	2021 £	2020 £
Chief executive	6,692	6,692	6,692	20,076	19,791
Comms and membership	-	13,003	-	13,003	15,204
Staffing and recruitment	628	628	628	1,884	3,753
Archiving	150	150	150	450	450
Office costs	355	355	355	1,065	1,377
Finance costs	279	279	279	837	840
Governance costs	1,124	1,124	1,124	3,372	4,566
	9,228	22,231	9,228	40,687	45,981

Landscape Research Group
Notes to the Financial Statements Continued
For the year ended 31 December 2021

8. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2021	2020
	£	£
Accountancy fees	1,560	1,470
	1,560	1,470

9. Staff costs and emoluments

Total staff costs for the year ended 31 December 2021 were:

	2021	2020
	£	£
Salaries and wages	32,463	34,318
Pension costs	617	676
	33,080	34,994

No employee received a salary of more than £60,000 per annum in the period (2020: nil).

	2021	2020
Administration	2	2
	2	2

10. 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 £nil (2020:£1,179).

11. Comparative for the Statement of Financial Activities

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

Landscape Research Group
Notes to the Financial Statements Continued
For the year ended 31 December 2021

12. Debtors

	2021	2020
	£	£
Amounts due within one year:		
Prepayments and accrued income	29,531	42,684
	29,531	42,684
	29,531	42,684

13. Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	-	413
Other creditors	272	-
Accruals and deferred income	2,400	1,670
	2,672	2,083
	2,672	2,083

14. Movement in funds

Unrestricted Funds

	Balance at 01/01/2021	Incoming resources	Outgoing resources	Balance at 31/12/2021
	£	£	£	£
<i>General</i>				
General	176,985	114,937	(93,217)	198,705
	176,985	114,937	(93,217)	198,705
	176,985	114,937	(93,217)	198,705

Unrestricted Funds - Previous year

	Balance at 01/01/2020	Incoming resources	Outgoing resources	Balance at 31/12/2020
	£	£	£	£
<i>General</i>				
General	156,245	123,123	(102,383)	176,985
	156,245	123,123	(102,383)	176,985
	156,245	123,123	(102,383)	176,985

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
Notes to the Financial Statements Continued
For the year ended 31 December 2021

15. Analysis of net assets between funds

	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	198,705	198,705
	198,705	198,705
 Previous year		
	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	176,985	176,985
	176,985	176,985