

PEOPLE, LANDSCAPE & CULTURAL ENVIRONMENT, EDUCATION AND RESEARCH CENTRE

England & Wales · Charity number 1106814

Details

Status Registered

Legal form CIO

Registered 2004-11-17

Register [View on the Charity Commission register](#)

Contact

Address Place Office
York St. John University
Lord Mayors Walk
York
YO31 7EX

Phone 07989 095924

Email place@yorks.ac.uk

Website www.place.uk.com

Activities

Objects: 1) TO PROMOTE RESEARCH INTO THE PEOPLE, LANDSCAPE AND CULTURAL ENVIRONMENT OF YORKSHIRE AND ELSEWHERE AND TO DISSEMINATE THE USEFUL RESULTS FOR THE BENEFIT OF THE GENERAL PUBLIC.2) TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE PEOPLE AND THE NATURAL AND CULTURAL HERITAGE OF YORKSHIRE AND ELSEWHERE.

Activities: Carrying out research projects. Organising conferences, fieldtrips and other events for the general public. Publishing books and leaflets relevant to the charity's objects.

Classification

- **How:** Makes Grants To Individuals, Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** YORKSHIRE
- City Of Wakefield
- City Of York
- Doncaster
- East Riding Of Yorkshire
- Kirklees
- Leeds City
- North Yorkshire
- Rotherham
- Sheffield City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£7,356	£5,575	-	-
2023-12-31	£5,503	£4,278	-	-
2022-12-31	£5,723	£4,505	-	-
2021-12-31	£7,174	£7,448	-	-
2020-12-31	£5,453	£5,472	-	-

Trustees

Name	Role	Appointed
Angela Clark		2023-03-23
COLIN SPEAKMAN		2019-05-11
Christine Mary Williams		2025-04-12
Dr Abby Mycroft		2025-04-12
Dr GEORGE SHEERAN		2018-05-12
Joshua Daniels		2026-04-18
Katherine Joan Himsworth		2025-04-12
Nancy Stedman		2022-05-14

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ANNUAL REPORT AND ACCOUNTS FOR 2024

The People, Landscape and Cultural Environment Education and Research Centre (PLACE)



PLACE members outside the old Manor House, Burton Agnes, in July

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LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity number: 1106814

Legal form: a Charitable Incorporated Organisation

Registered address: PLACE Office, York St John University, Lord Mayor's Walk, York, YO31 7EX

Bankers: Co-operative Bank, PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT
Virgin Money, 46 Coney Street, York, YO1 9NQ

Trustees: Angela Clark
Ben Garlick (resigned October 2024)
Susan Jane Lee (elected April 2024)
Philip Niall Mander (Treasurer)
Richard Myerscough (resigned March 2024)
Colin Speakman (re-elected April 2024)
George Sheeran (Chair)
Nancy Stedman
Christine Williams (co-opted, October 2024)

Chief Executive: Margaret Ann Atherden

REPORT OF THE TRUSTEES FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024

The Trustees are pleased to present their report together with the financial statements of the charity for the period to 31 December 2024. PLACE was originally incorporated as a company limited by guarantee on 29 March 2004 and registered with the Charity Commission on 17 November 2004. It became a Charitable Incorporated Organisation (CIO) on 27 February 2020.

As stated in the charity's constitution, its **Objects** are:

1. To promote research into the people, landscape and cultural environment of Yorkshire and elsewhere and to disseminate the useful results for the benefit of the general public
2. To advance the education of the public in the people and the natural and cultural heritage of Yorkshire and elsewhere.

Principal Activities Undertaken and Public Benefit

The charity sets out to achieve its charitable objects through sponsoring, facilitating or undertaking research, organising conferences on subjects relevant to the charity's objects, producing publications, organising short courses and fieldtrips, and through partnership working. In accordance with S17(5) of the Charities Act 2011, Trustees have referred to the guidance contained in the Charity Commission's general

guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. In particular, Trustees consider how the planned activities will contribute to the aims and objectives that have been set. Members' fees are set at a nominal £5 per year in order to encourage the widest possible membership. Equal access is important to PLACE and nearly all activities are open to members and non-members.

Research Projects

Long-term monitoring of vegetation on May Moss continued, with recording on three occasions during the summer. Brian Walker edited a book celebrating fifty years of research on the site, which was published in November 2024. Research continued on the archaeological survey at Flamborough, for which PLACE is providing a grant. The Quaker Field research project in the Yorkshire Dales was completed and a report was submitted in October. A new research grant was awarded to Pauline Couper and colleagues at York St John University for a project on groundwater sapping process and form at the Hole of Horcum, North York Moors. A new grant was also awarded to Rebecca Bennion for research on the prehistoric sharks of the Yorkshire Dales.

The PLACE Annual General Meeting was a hybrid meeting, held at York St John University on 13th April, with some members attending via zoom. At the AGM, Richard Myerscough stood down and did not seek re-election. Colin Speakman stood down and was re-elected. Susan Lee was elected for the first time. In the morning, Mark Fuller (Environment Agency) gave a talk on reducing the risk of flooding in York. In the afternoon, Liam Herringshaw and Simon Rogerson led groups of members on their Water Walk.

Indoor Events

In February, PLACE members visited the Heritage Hub and the former Gaol in Northallerton. In the autumn, Robert Wright presented a short course on Roman Yorkshire. This was attended by 40 people, some watching it live on zoom and others watching recordings of the sessions on the PLACE YouTube channel. The launch of the book on May Moss took place in November at Forestry England's Low Dalby Visitor Centre. The pre-Christmas event in 2024 was held in Bedern Hall, where Andrew Scott presented a talk on the early history of railways. The talk was recorded and made available to members via the YouTube channel.

Outdoor Events

There were nine Third Saturday Walks to various parts of Yorkshire. There were nine other visits to:

- Central Leeds to look at retail change
- Otley town tour
- Settle, The Folly and other buildings
- Pocklington and Burnby Hall Gardens
- Hatfield Moor National Nature Reserve
- Wentworth Woodhouse Park to look at the monuments
- Burton Agnes old manor house
- Newton Dale to look at rewilding projects
- Bradford to look at changing uses of religious buildings.

PLACE had stands at the Yorkshire Society's Heritage Guardians event in Hull Minster in May and the Stillingfleet Lodge Wildlife Day in June.

Publications and Communications

The only new PLACE publication in 2024 was the book on May Moss (mentioned above). There was one new blog article: The Evolution of the Pennine Way.

Four PLACE newsletters were sent out to members and partner organisations and made available to all via the website.

Membership

Members pay a small annual subscription of £5.00. Membership is open to individuals over 18 years of age and organisations. On 31 December 2024 there were 255 paid up members, including several new members who signed up via the website.

Partner Organisations

PLACE has established links with 26 partner organisations that have aims related to the people, landscape or cultural environment of Yorkshire. These are listed on the PLACE website. They are not required to be members of PLACE, to prevent any possible conflicts of interest. Two of the events listed above were joint events with the Royal Geographical Society. PLACE had a joint lecture with the Yorkshire Philosophical Society in October and was represented at a workshop on the historical landscape of the Howardian Hills.

Events Committee

Four meetings of the Events Committee took place in 2024, on the same days as the Board meetings. The Committee consists of Trustees, independent researchers (PLACE Fellows) and other interested members. The Committee is responsible for planning future PLACE events.

Board of Trustees

PLACE is managed by a Board of Trustees, elected by vote from the membership of the Charity. In accordance with the constitution, one third of the Board normally retire by rotation each year. The Board may co-opt other members for a maximum of 12 months, after which they must stand for election or step down. Four meetings of the Board were held in 2024: in January, April, July and October.

Financial Review and Reserves Policy

All activities are undertaken from the general fund with the main sources of income in 2024 being from sales of books, fees for events, members' subscriptions and donations. The main items of expenditure were printing costs for publications, a research grant, event expenses, printer cartridges, the newsletters, insurance and other office expenditure. Cash not required for immediate use has been placed in a Virgin Money account and interest rates achieved are monitored by the Treasurer and reported to the Trustees.

At the end of 2024 Free Reserves stood at **£17,949**. The minimum financial reserve agreed by the Board is £3,000, which would allow commitments to research and publications to be fulfilled should general income reduce in future. The level of reserves will be kept under review by the Trustees.

Trustees' Responsibilities

Charity Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity at the year end and of the Net Incoming Resources for the year then ended. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed
- Prepare financial statements on a going concern basis unless it is inappropriate to do so.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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.

Health and Safety

Trustees are aware of their responsibilities in regard to Health and Safety and produce risk assessments for events, as approved by the charity's insurance company. Participants are alerted to any anticipated hazards before each event. However, all PLACE members are adults and the primary responsibility rests with individuals for their own health and safety. PLACE has a **Safeguarding Policy**, agreed in 2020.

Data Protection

Trustees are mindful of the General Data Protection Regulation (2018). PLACE maintains a database of members, which is updated regularly and held securely. The minimal information supplied by members is used only for administrative purposes and is never shared with or sold to third parties. Information about data protection is communicated to members via the newsletter to ensure compliance with the GDPR.

Strategic Objectives

The Board of Trustees worked in line with the 3-year Strategic Plan agreed in 2022:

- Revising relationships with Partner Organisations
- Replacing the Advisory Committee with an Events Committee
- Increasing the use of IT
- Instigating a survey of members
- Changing the timing of the AGM
- Continuing support for research by awarding grants to individuals
- Exploring closer links with HE institutions.

The following specific objectives for 2024 were agreed by the Board of Trustees in January 2024:

- To continue to develop the charity in line with the Strategic Plan [Events Committee replaced Advisory Committee]
- To continue to work with and foster relationships with Partner Organisations [joint meetings with Royal Geographical Society and joint launch of May Moss book with Forestry England]

- To maintain and extend funding for new research projects and support existing ones [2 new research grants awarded]
- To widen the skills and expertise of the Board [Trustees developed skills in holding hybrid zoom meetings. The quality of the newsletter continued to develop]
- To ensure a continuity of trustees [one new trustee co-opted]
- To expand the capacity for on-line and digital payment for events [SumUp machine acquired]
- In line with the findings of the 2023 survey of members, to continue to organise some events via zoom [short course via zoom; recordings available via YouTube channel]
- To continue to disseminate PLACE research and publications via the website [on-line book sales increased; 1 new blog post]
- To organise a series of indoor and outdoor events, including at least one short course [achieved]
- To maintain or, if possible, increase PLACE membership [slight increase for the year].

The following specific objectives for 2025 were agreed by the Board of Trustees in January 2025:

- Review progress with delivering the strategic plan and begin work on the next one
- Review PLACE policies
- Recruit at least 2 new trustees with appropriate skills, e.g. in IT or Marketing
- Deliver at least one short course on-line
- Review the programme of PLACE walks and increase the number of members attending
- Organise outdoor events across Yorkshire
- Organise at least one event in collaboration with a partner organisation
- Offer at least one grant for a research project and one new publication
- Post at least two blogs.

This report was accepted by the PLACE Board of Trustees on 24th March 2025 and signed on their behalf by
G. Sheeran

George Sheeran (Chair of the Board)

People, Landscape and Cultural Environment, Education and Research Centre
Statement of Financial Activities
Including income and expenditure account
For the year ended 31 December 2024

	Notes	2024	2023
		Total £	Total £
Incoming Resources			
Voluntary Income			
Donations & Gift Aid		774	848
Friends Subscriptions	4	1,275	1,250
Incoming resources from			
Charitable Objects			
Conference/ Field trip Fees		2,335	2,009
Short Course Fees		760	270
Publications – Sales & Royalties		2,080	1,077
Investment Income – Bank interest		132	49
Total Incoming Resources		7,356	5,503
Resources Expended			
Postage, stationery, newsletter and other office costs		897	667
Insurance		384	367
Trustee Travel expenses	6	33	16
Trustee training/Board expenses/AGM	6	0	0
Conference/ Field trip costs		1,389	1,339
Short Course Costs		300	0
Research Costs	7	500	0
Advertising/Publicity/website		284	1,270
Publication costs		1,788	619
Total Resources Expended		5,575	4,278
Net incoming/(outgoing) resources for the year/movement in funds		1,781	1,225
Total funds brought forward		16,168	14,943
Total Funds carried forward		17,949	16,168

Note:

All activity is within the general objects of the charity and therefore within unrestricted funds.
There were no recognised gains or losses for 2024 and 2023 other than those included in the income and expenditure account. All activities derive from continuing operations.

**People, Landscape and Cultural Environment, Education and Research Centre
Balance Sheet as at 31 December 2024**

	Notes	2024	2023
		£	£
Fixed Assets			
Laptop	8	787	787
Depreciation on laptop		(787)	(787)
Website		2,500	2,500
Website Depreciation		(2,500)	(2,500)
Total Fixed Assets		0	0
Current Assets			
Book Stock	8	2,945	2,530
Debtors – Gift Aid	4	302	584
Debtors - prepaid insurance		310	302
Cash at bank & in hand		14,422	12,767
Total Current assets		17,979	16,183
Creditors: amounts falling due within one year			
Prepaid Subscriptions	4	(30)	(15)
Short Course Fees owed		0	0
Total Creditors		(30)	(15)
Net Current Assets		<u>17,949</u>	<u>16,168</u>
Total Net Assets		<u>17,949</u>	<u>16,168</u>
Represented by:			
Unrestricted funds		17,949	16,168
Fund balance		<u>17,949</u>	<u>16,168</u>

These financial statements were approved by the Trustees on the 24th March 2025 and are signed on their behalf by:

G. Sheeran

Dr George Sheeran

Notes forming part of the financial statements for the year ended 31 December 2024

1. a. Accounting Policies

The charity constitutes a public benefit entity as defined by FRS 102. These financial statements have been prepared on an accruals basis in accordance with the Accounting & 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 1st January 2015 as updated 2 February 2016) -(Charities SORP (FRS 102), The Charities Act 2011 and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

b. Going Concern

The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. Trustees have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for at least the next 12 months, and have adequate contingency plans in the event that income streams are reduced. The accounts have therefore been prepared on the basis that the charity is a going concern.

c. Financial Instruments including cash and bank balances

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Cash held by the charity is included at the amount held and counted. Bank balances are shown at the amounts properly reconciled to the bank statements

d. Change of accounting policy/estimates

The accounts present a true and fair view and no changes have been made to the accounting policies adopted. No changes to accounting estimates have occurred in the reporting period. (3.46 FRS 102 SORP)

e. Offsetting

There has been no offsetting of assets and liabilities or income and expenditure, unless required or permitted by the FRS 102 SORP or FRS102

2. Organisation status

On the 27th February 2020 the company was registered by the Charity Commission as a Charitable Incorporated Organisation (CIO) retaining its charity registration number but ceasing its registration with Companies House as a limited Company. In the event of the CIO being wound up the members of the CIO have no liability to contribute to its assets and no personal liability for settling its debts and liabilities.

3. Funds

The Charity has only one fund a general unrestricted fund. All movements in the fund are fully disclosed in the Statement of Financial Activities.

4. Income and Expenditure.

Income has been included in the accounts when receivable. Subscriptions are on a rolling 12 month basis with one subscription payment per year.

Gift Aid receivable is included in income when there is a valid declaration from the donor and is treated as an addition to the same fund as the original donation.

Expenditure has been classified according to the type of expenditure using natural classifications in accordance with paragraph 4.23 of the Charity SORP 2015 (FRS 102). No expenditure has been incurred during the year on generating funds.

5. **Employees and volunteers**
The charity has no paid employees. The Charity currently has a governing board of 7 Trustees all of whom are volunteers. The day to day running of the Charity is administered by its Chief Executive who is also unpaid. However, placing a monetary value on the contribution presents significant difficulties and makes it impractical for their contribution to be measured reliably for accounting purposes. Therefore, this contribution is not included as either income or expenditure in the accounts.
6. **Transactions with Trustees**
No Trustee received any remuneration. One Trustee claimed expenses during the year (£33). (2023 £25) This is shown under conference/fieldtrip costs and Trustee travel.
7. **A research grant of £500 was paid to Dr Douglas Mitcham on behalf of the Yorkshire Dales National Park Authority for specialist analysis as part of their Quaker Field Project (2023 £0).**
8. **Fixed Assets and Stocks**
The capitalisation limit for fixed assets has been set at £500. Depreciation of equipment and website costs is over three years.

Book stock consists of 433 publications comprising copies of Saving May Moss, Deep Dale, the Place book of Woodland Walks, Guide to the Wild Flowers of NE Yorkshire, The Changing Nature of Conservation, Challenges and Change in the Urban Environment, Roadside Wildflowers through the Seasons, The Yorkshire Wolds Landscape: past, present & future, Canals, Plants & People, The Place book of Winter Walks and Wildflowers on the Edge. Stock has been valued at the lower of cost and net realisable value.
9. **Debtors and Creditors**
Full details of debtors and creditors are shown on the Balance Sheet.
10. **Liability to taxation**
As a registered charity the organisation is exempt from income and corporation tax falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity and is therefore included in the relevant costs in the Statement of Financial Activities and the Balance Sheet.
11. **Winding up or dissolution of the charity**
If upon winding up or dissolution of the charity there remain any assets after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

Accounts



ANNUAL REPORT AND ACCOUNTS FOR 2023

The People, Landscape and Cultural Environment Education and Research Centre (PLACE)



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Virgin Money, 46 Coney Street, York, YO1 9NQ

Trustees: Angela Clark (elected March 2023)
Laura Eddey (resigned January 2023)
Ben Garlick (elected March 2023)
Philip Niall Mander (re-elected March 2023)
Richard Myerscough
Colin Speakman
George Sheeran (Chair, re-elected March 2023)
Nancy Stedman

Chief Executive: Margaret Ann Atherden

REPORT OF THE TRUSTEES FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023

The Trustees are pleased to present their report together with the financial statements of the charity for the period to 31 December 2023. PLACE was originally incorporated as a company limited by guarantee on 29 March 2004 and registered with the Charity Commission on 17 November 2004. It became a Charitable Incorporated Organisation (CIO) on 27 February 2020.

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The charity sets out to achieve its charitable objects through sponsoring, facilitating or undertaking research, organising conferences on subjects relevant to the charity's objects, producing publications, organising short courses and fieldtrips, and through partnership working. In accordance with S17(5) of the Charities Act 2011, Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. In particular, Trustees consider how the planned activities will contribute to the aims and objectives that have been set. Members' fees are set at a nominal £5 per year in order to encourage the

widest possible membership. Equal access is important to PLACE and nearly all activities are open to members and non-members.

Research Projects

Long-term monitoring of vegetation on May Moss continued, with recording along two transects across the site in July and August 2023. Brian Walker produced a news-sheet about the research and began editing a book about the site, to be published in 2024. Research continued on the archaeological survey at Flamborough, for which PLACE is providing a grant.

The PLACE Annual General Meeting was a hybrid meeting, held at York St John University on 25th March, with some members attending via zoom. At the AGM, Angela Clark and Ben Garlick were elected to the Board, having previously been co-opted. George Sheeran and Philip Mander stood down and were re-elected. In the morning, George Sheeran gave a talk entitled *Travellers in an Antique Land: Heritage Tourism in 18th century Yorkshire*. In the afternoon, Andrew Morrison (CEO of the York Civic Society) led a guided tour of the Eye of York Public Realm, focusing on future plans for redevelopment of the area.

Indoor Events

In January, Nigel Wright of the York Butchers Guild gave a presentation on zoom entitled *Guild Life and the York Mystery Play*. The talk was recorded and made available for members to watch later on the PLACE Youtube channel. In May and June, George Sheeran presented a short course on zoom entitled *Yorkshire's New Rich and their Homes 1800-1900*. The course sessions were recorded and made available via the PLACE Youtube channel. In July, members visited the English Heritage Archaeology Store in Helmsley. In October, PLACE held a conference in Bempton, with eight speakers talking about the geology, wildlife, archaeology and history of Flamborough. In November, members visited the Tapestry Museum in Stamford Bridge, to see the tapestry on the Battle of Stamford Bridge, created by local people. The pre-Christmas event was held in Bedern Hall and featured a talk by Peter Higginbotham on Food in the Workhouse. It was a hybrid zoom meeting and the talk was put on the PLACE Youtube channel.

Outdoor Events

Third Saturday Walks took place in every month except October (cancelled because of the weather) and December. Other events:

- A walking tour of the buildings of Victorian Bradford, led by George Sheeran, in February
- The York Earth Walk, led by Liam Herringshaw, in April, repeated in October
- A visit to Dalby Forest and the new drystone maze under construction in May, led by Brian Walker
- A fieldtrip to Flamborough in June, led by Richard Myerscough
- A visit to Wentworth Castle in June, led by Patrick Eyres
- A guided walk around Heptonstall in August, led by John Billingsley
- A visit to Wheldrake Ings in September.

PLACE had stands at the Yorkshire Society's Heritage Guardians event in Saltaire in May, the Stillingfleet Lodge Wildlife Day in June and the Yorkshire Dales National Park Archaeology Day in November.

Publications and Communications

No new PLACE books were published in 2023 but book sales increased, especially via the website.

PLACE established a blog in 2023 to enable members and the public to read short articles on the website.

Four blog articles were published in 2023:

- *Saxon Saints and Skirmishes* by Michael Hopkinson in May
- *The Geology of the Yorkshire Coast* by Richard Myerscough in June
- *National – and international - recognition for the Yorkshire Wolds* by Colin Speakman in July
- *A good place to see freshwater plants: the Leeds & Liverpool Canal in central Leeds* by Ray Goulder in November.

Four PLACE newsletters were sent out to members and partner organisations and made available to all via the website. A survey was sent to members in 2023 to gain feedback on PLACE activities.

Membership

Members pay a small annual subscription of £5.00. Membership is open to individuals and organisations. On 31 December 2023 there were 250 paid up members, including several new members who signed up via the website.

Partner Organisations

PLACE has established links with 26 partner organisations that have aims related to the people, landscape or cultural environment of Yorkshire. They are not required to be members of PLACE, to prevent any possible conflicts of interest. Current partner organisations are:

- City of York Council
- Council for British Archaeology
- Council to Protect Rural England, North & East Yorkshire branch
- Environment Agency
- Forestry England
- Friends of the Dales
- Historic England
- Historic Towns Forum
- Huddersfield & Halifax Geographical Association
- Natural England
- North York Moors National Park Authority
- North Yorkshire County Council Heritage Unit
- Royal Geographical Society (Yorkshire and North East Region)
- South Yorkshire EcoNET
- The Yorkshire Society
- University of Bradford
- University of York
- York St John University
- Yorkshire Archaeological and Historical Society
- Yorkshire Dales Landscape Research Trust
- Yorkshire Dales National Park Authority

- Yorkshire Farming & Wildlife
- Yorkshire Naturalists' Union
- Yorkshire Philosophical Society
- Yorkshire Vernacular Buildings Study Group
- Yorkshire Wildlife Trust

PLACE also provides advisory support for the working group on establishment of an East Yorkshire GeoPark.

Events Committee

Four meetings of the Events Committee took place in 2023, on the same days as the Board meetings. The Committee consists of Trustees, independent researchers (PLACE Fellows) and other interested members. The Committee is responsible to planning future PLACE events.

Board of Trustees

PLACE is managed by a Board of Trustees, elected by vote from the membership of the Charity. In accordance with the constitution, one third of the Board normally retire by rotation each year. The Board may co-opt other members for a maximum of 12 months, after which they must stand for election or step down. Four meetings of the Board were held in 2023: in January, March, July and October.

Financial Review and Reserves Policy

All activities are undertaken from the general fund with the main sources of income in 2023 being from sales of books, members' subscriptions and donations. The main items of expenditure were printing costs for publications, printer cartridges, the newsletters, insurance and other office expenditure. Cash not required for immediate use has been placed in a Virgin Money account and interest rates achieved are monitored by the Treasurer and reported to the Trustees.

At the end of 2023 Free Reserves stood at **£16,168**. The minimum financial reserve agreed by the Board is £3,000, which would allow commitments to research and publications to be fulfilled should general income reduce in future. The level of reserves will be kept under review by the Trustees.

Trustees' Responsibilities

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Strategic Objectives

The Board of Trustees worked in line with the 3-year Strategic Plan agreed in 2022:

- Revising relationships with Partner Organisations
- Replacing the Advisory Committee with an Events Committee
- Increasing the use of IT
- Instigating a survey of members
- Changing the timing of the AGM
- Continuing support for research by awarding grants to individuals
- Exploring closer links with HE institutions.

The following specific objectives for 2023 were agreed by the Board of Trustees in March 2022:

- To continue to develop the Strategic Plan [ongoing]
- To continue to review the relationship with Partner Organisations [ongoing]
- To carry out a survey of members' views and analyse the results [achieved]
- To offer grants for research and continue to support new PLACE publications [no new grants requested or awarded in 2023]
- To continue to support existing research projects and promote new areas of PLACE research [ongoing]
- To organise a series of indoor and outdoor events covering a wide diversity of topics and range of locations [achieved]
- To increase or maintain membership of PLACE

The following specific objectives for 2024 were agreed by the Board of Trustees in January 2024:

- To continue to develop the charity in line with the Strategic Plan
- To continue to work with and foster relationships with Partner Organisations
- To maintain and extend funding for new research projects and support existing ones

- To widen the skills and expertise of the Board
- To ensure a continuity of trustees
- To expand the capacity for on-line and digital payment for events
- In line with the findings of the 2023 survey of members, to continue to organise some events via zoom
- To continue to disseminate PLACE research and publications via the website
- To organise a series of indoor and outdoor events, including at least one short course
- To maintain or, if possible, increase PLACE membership.

STATEMENT OF FINANCIAL ACTIVITIES

Including income and expenditure account *(For the year ended 31 December 2023)*

	Notes	2023 <i>Total</i> £	2022 <i>Total</i> £
Incoming Resources			
<i>Voluntary Income</i>			
Donations & Gift Aid		848	873
Friends Subscriptions	4	1,250	1,315
<i>Charitable Objects</i>			
Conference/ Field trip Fees		2,009	1,264
Short Course Fees		270	480
Publications – Sales & Royalties		1,077	1,771
<i>Investment Income – Bank interest</i>		49	20
Total Incoming Resources		5,503	5,723
Resources Expended			
Postage, stationery, newsletter and other office costs		667	724
Insurance		367	364
Trustee Travel expenses	6	16	0
Trustee training/Board expenses/AGM	6	0	127
Conference/ Field trip costs		1,339	648
Short Course Costs		0	587
Research Costs	7	0	0
Advertising/Publicity/website		1,270	933
Publication costs		619	1,122
Total Resources Expended		4,278	4,505
Net incoming/(outgoing) resources for the year/movement in funds		1,225	1,218
Total funds brought forward		14,943	13,725
Total Funds carried forward		16,168	14,943

Note:

All activity is within the general objects of the charity and therefore within unrestricted funds.

There were no recognised gains or losses for 2023 and 2022 other than those included in the income and expenditure account. All activities derive from continuing operations.

Balance Sheet as at 31 December 2023

	Notes	2023 £	2022 £
Fixed Assets			
Laptop	8	787	787
Depreciation on laptop		(787)	(787)
Website		2,500	2,500
Website Depreciation		(2,500)	(1,666)
Total Fixed Assets		0	834
Current Assets			
Book Stock	8	2,530	2,451
Debtors – Gift Aid	4	584	306
Debtors - prepaid insurance		302	288
Cash at bank & in hand		12,767	11,099
Total Current assets		16,183	14,144
Creditors: amounts falling due within one year			
Prepaid Subscriptions	4	(15)	(35)
Short Course Fees owed		0	0
Total Creditors		(15)	(35)
Net Current Assets		<u>16,168</u>	<u>14,109</u>
Total Net Assets		<u>16,168</u>	<u>14,943</u>
Represented by:			
Unrestricted funds		16,168	14,943
Fund balance		<u>16,168</u>	<u>14,943</u>

These financial statements were approved by the Trustees on the 22nd March 2024 and are signed on their behalf by:

Chair Dr George Sheeran

Date: 22/03/2024

Notes forming part of the financial statements for the year ended 31 December 2023

1. a. Accounting Policies

The charity constitutes a public benefit entity as defined by FRS 102. These financial statements have been prepared on an accruals basis in accordance with the Accounting & 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 1st January 2015 as updated 2 February 2016) -(Charities SORP (FRS 102), The Charities Act 2011 and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

b. Going Concern

The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. Trustees have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for at least the next 12 months, and have adequate contingency plans in the event that income streams are reduced. The accounts have therefore been prepared on the basis that the charity is a going concern.

c. Financial Instruments including cash and bank balances

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Cash held by the charity is included at the amount held and counted. Bank balances are shown at the amounts properly reconciled to the bank statements

d. Change of accounting policy/estimates

The accounts present a true and fair view and no changes have been made to the accounting policies adopted. No changes to accounting estimates have occurred in the reporting period. (3.46 FRS 102 SORP)

e. Offsetting

There has been no offsetting of assets and liabilities or income and expenditure, unless required or permitted by the FRS 102 SORP or FRS102

2. Organisation status

On the 27th February 2020 the company was registered by the Charity Commission as a Charitable Incorporated Organisation (CIO) retaining its charity registration number but ceasing its registration with Companies House as a limited Company. In the event of the CIO being wound up the members of the CIO have no liability to contribute to its assets and no personal liability for settling its debts and liabilities.

3. Funds

The Charity has only one fund a general unrestricted fund. All movements in the fund are fully disclosed in the Statement of Financial Activities.

4. Income and Expenditure.

Income has been included in the accounts when receivable. Subscriptions are on a rolling 12 month basis with one subscription payment per year.

Gift Aid receivable is included in income when there is a valid declaration from the donor and is treated as an addition to the same fund as the original donation.

Expenditure has been classified according to the type of expenditure using natural classifications in accordance with paragraph 4.23 of the Charity SORP 2015 (FRS 102). No expenditure has been incurred during the year on generating funds.

5. Employees and volunteers

The charity has no paid employees. The Charity currently has a governing board of 7 Trustees all of whom are volunteers. The day to day running of the Charity is administered by its Chief Executive who is also unpaid. However, placing a monetary value on the contribution presents significant difficulties and makes it impractical for their contribution to be measured reliably for accounting purposes. Therefore, this contribution is not included as either income or expenditure in the accounts.

6. Transactions with Trustees

No Trustee received any remuneration. One Trustee claimed expenses during the year (£25). (2022 £5) This is shown under conference/fieldtrip costs and Trustee travel.

7. There were no research costs in the year (2022 £0).

8. Fixed Assets and Stocks

The capitalisation limit for fixed assets has been set at £500. Depreciation of equipment and website costs is over three years.

Book stock consists of 430 publications comprising copies of Deep Dale, the Place book of Woodland Walks, Guide to the Wild Flowers of NE Yorkshire, The Changing Nature of Conservation, Challenges and Change in the Urban Environment, Roadside Wildflowers through the Seasons, The Yorkshire Wolds Landscape: past, present & future, Canals, Plants & People, The Place book of Winter Walks and Wildflowers on the Edge. Stock has been valued at the lower of cost and net realisable value.

9. Debtors and Creditors

Full details of debtors and creditors are shown on the Balance Sheet.

10. Liability to taxation

As a registered charity the organisation is exempt from income and corporation tax falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity and is therefore included in the relevant costs in the Statement of Financial Activities and the Balance Sheet.

11. Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

Accounts



ANNUAL REPORT AND ACCOUNTS FOR 2022

The People, Landscape and Cultural Environment Education and Research Centre (PLACE)



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LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity number: 1106814

Legal form: a Charitable Incorporated Organisation

Registered address: PLACE Office, York St John University, Lord Mayor's Walk, York, YO31 7EX

Bankers: Co-operative Bank, PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT
Virgin Money, 46 Coney Street, York, YO1 9NQ

Trustees: Joe Bailey (resigned September 2022)
Angela Clark (co-opted July 2022)
Laura Eddey (from May 2022)
Ben Garlick (co-opted July 2022)
David Hawtin (until May 2022)
Michael Francis Hopkinson (until May 2022)
Philip Niall Mander
Richard Myerscough (elected May 2022)
Colin Speakman
George Sheeran (Chair)
Nancy Stedman (elected May 2022)

Chief Executive: Margaret Ann Atherden

REPORT OF THE TRUSTEES FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022

The Trustees are pleased to present their report together with the financial statements of the charity for the period to 31 December 2022. PLACE was originally incorporated as a company limited by guarantee on 29 March 2004 and registered with the Charity Commission on 17 November 2004. It became a Charitable Incorporated Organisation (CIO) on 27 February 2020.

As stated in the charity's constitution, its **Objects** are:

1. To promote research into the people, landscape and cultural environment of Yorkshire and elsewhere and to disseminate the useful results for the benefit of the general public
2. To advance the education of the public in the people and the natural and cultural heritage of Yorkshire and elsewhere.

Principal Activities Undertaken and Public Benefit

The charity sets out to achieve its charitable objects through sponsoring, facilitating or undertaking research, organising conferences on subjects relevant to the charity's objects, producing publications, organising short courses and fieldtrips, and through partnership working. In accordance with S17(5) of the Charities Act 2011, Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. In particular, Trustees consider how the planned activities will contribute to the aims and objectives that have been set. Members' fees are set at a nominal £5 per year in order to encourage the widest possible membership. Equal access is important to PLACE and nearly all activities are open to members and non-members.

Research Projects

The PLACE long-term monitoring of vegetation on May Moss on the North York Moors continued, with visits in June, July and August 2022. A news-sheet is produced each year, reporting progress with the research. Douglas Mitcham produced an interim report on the Quaker Field Project in Bainbridge, supported by a research grant from PLACE. A new research grant was agreed for Andrew Jones' research project on locating the site of the Roman signal station at Flamborough.

The PLACE Annual General Meeting was held in Huddersfield in May. It was a hybrid meeting, with some members present at the Heritage Quay in Huddersfield and others joining the meeting on zoom. At the AGM David Hawtin and Michael Hopkinson stood down as trustees and did not seek re-election. Laura Eddey, Richard Myerscough and Nancy Stedman were elected as trustees, having previously been co-opted to the Board. In the morning, there was a talk by Professor Richard Morris on *Yorkshire: a lyrical history of England's greatest county*. In the afternoon, Christopher Marsden (formerly of the Huddersfield Civic Society) led a guided tour of the Huddersfield University campus and immediate surroundings.

Indoor Events

Robert Wright presented a short course on *Yorkshire Battles* in spring 2022. It was a hybrid course, with some people present in Bedern Hall and others joining the course on zoom. In November, there was a joint lecture with the Yorkshire Philosophical Society and the Royal Geographical Society by Professor John Vogler on *International Climate Politics after Glasgow*. In December, we held another hybrid pre-Christmas event in Bedern Hall and/or on zoom. Our speaker was Roger Lee, who spoke on *From Priests to Pork Pies: Bedern Hall across the years*.

Outdoor Events

2022 was the first full year of our Third Saturday Walks, with walks in every month except December. Attendances varied from six to 20; weather conditions ranged from freezing fog and a snow storm to light rain and hot sunshine. Other outdoor events took place in most months:

- Ellerburn Church and Thornton Dale – March.
- A second tour of Scarborough – April
- A visit to Museum Gardens in York – April.
- A conducted tour of Shandy Hall, Coxwold – June.

- The Leeds & Liverpool Canal and the Bingley Five Rise Locks – July.
- A guided walk around Harrogate Spa – October.
- A tour of Knaresborough – November.

PLACE had a stand at the Yorkshire Society's Heritage Guardians event in Pontefract in March. PLACE also had stands at the Stillingfleet Lodge Wildlife Day in June and the Three Hagges Woodmeadow Nature Fair in July, when we sold books and organised events for children.

Publications and Communications

No new publications were produced in 2022 but the Board of Trustees approved three new books, planned for publication in 2024. Sales of books took place in person at events and also on-line via the website. Four PLACE newsletters were sent out to members and partner organisations and made available to all via the website. Most communications with members are now via e-mail but members without internet access receive hard copies.

Membership

Members pay a small annual subscription of £5.00. Membership is open to individuals and organisations. On 31 December 2022 there were 263 paid up members, including several who signed up via the website.

Independent researchers working on topics related to the charitable objects of PLACE are invited to become **Fellows of PLACE**. They pay the normal subscription and may participate in the PLACE Advisory Committee/Events Committee (see below). There were 16 Fellows on 31 December 2022, two of whom were currently also trustees.

Partner Organisations

PLACE has established links with 26 partner organisations that have aims related to the people, landscape or cultural environment of Yorkshire. They are not required to be members of PLACE, to prevent any possible conflicts of interest. The CPRE North & East Yorkshire was welcomed as a new partner in 2022. Current partner organisations are:

- City of York Council
- Council for British Archaeology
- Council to Protect Rural England, North & East Yorkshire branch
- Environment Agency
- Forestry England
- Friends of the Dales
- Historic England
- Historic Towns Forum
- Huddersfield & Halifax Geographical Association
- Natural England
- North York Moors National Park Authority
- North Yorkshire County Council Heritage Unit
- Royal Geographical Society (Yorkshire and North East Region)
- South Yorkshire EcoNET
- The Yorkshire Society

- University of Bradford
- University of York
- York St John University
- Yorkshire Archaeological and Historical Society
- Yorkshire Dales Landscape Research Trust
- Yorkshire Dales National Park Authority
- Yorkshire Farming & Wildlife
- Yorkshire Naturalists' Union
- Yorkshire Philosophical Society
- Yorkshire Vernacular Buildings Study Group
- Yorkshire Wildlife Trust

PLACE also provides advisory support for the working group on establishment of an East Yorkshire GeoPark.

Advisory/Events Committee

A meeting of the Advisory Committee took place in March 2022. The Board of Trustees decided in July to replace the Advisory Committee with an Events Committee, which would consist of Fellows of PLACE, Trustees and interested members. The Committee would be responsible for planning the programme of PLACE events and be chaired by the Chief Executive. Representatives of Partner Organisations would not be members of the Committee but might be invited to attend particular meetings, if appropriate. The first meeting of the Events Committee took place in October 2022.

Board of Trustees

PLACE is managed by a Board of Trustees, elected by vote from the membership of the Charity. In accordance with the constitution, one third of the Board normally retire by rotation each year. The Board may co-opt other members for a maximum of 12 months, after which they must stand for election or step down. Two members were co-opted on to the Board in 2022: Angela Clark and Ben Garlick. Four meetings of the Board were held in 2022: in January, March, July and October.

Financial Review and Reserves Policy

All activities are undertaken from the general fund with the main sources of income in 2022 being from sales of books, members' subscriptions and donations. The main items of expenditure were printing costs for publications, printer cartridges, the newsletters, insurance and other office expenditure. Cash not required for immediate use has been placed in a Virgin Money account and interest rates achieved are monitored by the Treasurer and reported to the Trustees.

At the end of 2022 Free Reserves stood at £14,943. The minimum financial reserve agreed by the Board is £3,000, which would allow commitments to research and publications to be fulfilled should general income reduce in future. The level of reserves will be kept under review by the Trustees.

Trustees' Responsibilities

Charity Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity at the year end and of the Net Incoming Resources for the year then ended. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies

- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed
- Prepare financial statements on a going concern basis unless it is inappropriate to do so.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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.

Health and Safety

Trustees are aware of their responsibilities in regard to Health and Safety and produce risk assessments for events, as approved by the charity's insurance company. Participants are alerted to any anticipated hazards before each event. However, all PLACE members are adults and the primary responsibility rests with individuals for their own health and safety. PLACE has a **Safeguarding Policy**, agreed in 2020.

Data Protection

Trustees are mindful of the General Data Protection Regulation (2018). PLACE maintains a database of members, which is updated regularly and held securely. The minimal information supplied by members is used only for administrative purposes and is never shared with or sold to third parties. Information about data protection is communicated to members via the newsletter to ensure compliance with the GDPR.

Strategic Objectives

The Board of Trustees worked on a new Strategic Plan in 2022. This included:

- Revising relationships with Partner Organisations
- Replacing the Advisory Committee with an Events Committee
- Increasing the use of IT
- Instigating a survey of members
- Changing the timing of the AGM
- Continuing support for research by awarding grants to individuals
- Exploring closer links with HE institutions.

The following specific objectives for 2022 were agreed by the Board of Trustees in March 2022:

- To produce a Strategic Plan for 2020-2025 [achieved/ongoing]
- To review the relationship with Partner Organisations [achieved/ongoing]
- To continue responding to members on their interests and readiness to contribute to the work of PLACE [members survey to be carried out in 2023]
- To work towards future PLACE publications [three future publications approved]
- To organise indoor and outdoor events [achieved]
- To organise at least one short course [achieved]
- To increase or maintain membership and circulate four newsletters [achieved]

The following specific objectives for 2023 were agreed by the Board of Trustees in January 2023:

- To continue to develop the Strategic Plan
- To continue to review the relationship with Partner Organisations
- To carry out a survey of members' views and analyse the results
- To offer grants for research and continue to support new PLACE publications
- To continue to support existing research projects and promote new areas of PLACE research
- To organise a series of indoor and outdoor events covering a wide diversity of topics and range of locations
- To increase or maintain membership of PLACE

People, Landscape and Cultural Environment, Education and Research Centre
Statement of Financial Activities
Including income and expenditure account
For the year ended 31 December 2022

	Notes	2022	2021
		Total £	Total £
Incoming Resources			
Voluntary Income			
Donations & Gift Aid		873	689
Friends Subscriptions	4	1,315	1,300
Incoming resources from			
Charitable Objects			
Conference/ Field trip Fees		1,264	865
Short Course Fees		480	1,355
Publications – Sales & Royalties		1,771	2,955
Investment Income – Bank interest		20	10
Total Incoming Resources		5,723	7,174
Resources Expended			
Postage, stationery, newsletter and other office costs		724	669
Insurance		364	360
Trustee Travel expenses	6	0	0
Trustee training/Board expenses/AGM	6	127	40
Conference/ Field trip costs		648	492
Short Course Costs		587	570
Research Costs	7	0	1,000
Advertising/Publicity/website		933	930
Publication costs		1,122	3,387
Total Resources Expended		4,505	7,448
Net incoming/(outgoing) resources for the year/movement in funds		1,218	(274)
Total funds brought forward		13,725	13,999
Total Funds carried forward		14,943	13,725

Note:

All activity is within the general objects of the charity and therefore within unrestricted funds.
There were no recognised gains or losses for 2022 and 2021 other than those included in the income and expenditure account. All activities derive from continuing operations.

**People, Landscape and Cultural Environment, Education and Research Centre
Balance Sheet as at 31 December 2022**

	Notes	2022	2021
		£	£
Fixed Assets			
Laptop	8	787	787
Depreciation on laptop		(787)	(787)
Website		2,500	2,500
Website Depreciation		(1,666)	(833)
Total Fixed Assets		834	1,667
Current Assets			
Book Stock	8	2,451	2,269
Debtors – Gift Aid	4	306	315
Debtors - prepaid insurance		288	288
Cash at bank & in hand		11,099	9,196
Total Current assets		14,144	12,068
Creditors: amounts falling due within one year			
Prepaid Subscriptions	4	(35)	(10)
Short Course Fees owed		0	0
Total Creditors		(35)	(10)
Net Current Assets		<u>14,109</u>	<u>12,058</u>
Total Net Assets		<u>14,943</u>	<u>13,725</u>
Represented by:			
Unrestricted funds		14,943	13,725
Fund balance		<u>14,943</u>	<u>13,725</u>

These financial statements were approved by the Trustees on the 13th March 2023 and are signed on their behalf by:

G. Sheeran

Chair: George Sheeran

Date: 13/03/2023

Notes forming part of the financial statements for the year ended 31 December 2022

1.
 - a. Accounting Policies
The charity constitutes a public benefit entity as defined by FRS 102. These financial statements have been prepared on an accruals basis in accordance with the Accounting & 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 1st January 2015 as updated 2 February 2016) -(Charities SORP (FRS 102), The Charities Act 2011 and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
 - b. Going Concern
The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. Trustees have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for at least the next 12 months, and have adequate contingency plans in the event that income streams are reduced. The accounts have therefore been prepared on the basis that the charity is a going concern.
 - c. Financial Instruments including cash and bank balances
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Cash held by the charity is included at the amount held and counted. Bank balances are shown at the amounts properly reconciled to the bank statements
 - d. Change of accounting policy/estimates
The accounts present a true and fair view and no changes have been made to the accounting policies adopted. No changes to accounting estimates have occurred in the reporting period. (3.46 FRS 102 SORP)
 - e. Offsetting
There has been no offsetting of assets and liabilities or income and expenditure, unless required or permitted by the FRS 102 SORP or FRS102
2. Organisation status
On the 27th February 2020 the company was registered by the Charity Commission as a Charitable Incorporated Organisation (CIO) retaining its charity registration number but ceasing its registration with Companies House as a limited Company. In the event of the CIO being wound up the members of the CIO have no liability to contribute to its assets and no personal liability for settling its debts and liabilities.
3. Funds
The Charity has only one fund a general unrestricted fund. All movements in the fund are fully disclosed in the Statement of Financial Activities.
4. Income and Expenditure.
Income has been included in the accounts when receivable. Subscriptions from new members received in the bank after 31st October in any year are applied to the following year and run to 31 December of that year. These have been deferred. Subscriptions via Paypal through the website are on a rolling 12 month basis with one subscription payment per year.

Gift Aid receivable is included in income when there is a valid declaration from the donor and is treated as an addition to the same fund as the original donation.

Expenditure has been classified according to the type of expenditure using natural classifications in accordance with paragraph 4.23 of the Charity SORP 2015 (FRS 102). No expenditure has been incurred during the year on generating funds.

5. **Employees and volunteers**
The charity has no paid employees. The Charity currently has a governing board of 8 Trustees all of whom are volunteers. The day to day running of the Charity is administered by its Chief Executive who is also unpaid. However, placing a monetary value on the contribution presents significant difficulties and makes it impractical for their contribution to be measured reliably for accounting purposes. Therefore, this contribution is not included as either income or expenditure in the accounts.
6. **Transactions with Trustees**
No Trustee received any remuneration. One Trustee claimed expenses during the year (£5). (2021 £0)
7. **There were no research costs in the year (2021 £1,000).**
8. **Fixed Assets and Stocks**
The capitalisation limit for fixed assets has been set at £500. Depreciation of equipment and website costs is over three years.

Book stock consists of 385 publications comprising copies of Deep Dale, the Place book of Woodland Walks, Guide to the Wild Flowers of NE Yorkshire, The Changing Nature of Conservation, Challenges and Change in the Urban Environment, Canals, Plants & People, The Place book of Winter Walks and Wildflowers on the Edge. Stock has been valued at the lower of cost and net realisable value.
9. **Debtors and Creditors**
Full details of debtors and creditors are shown on the Balance Sheet.
10. **Liability to taxation**
As a registered charity the organisation is exempt from income and corporation tax falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity and is therefore included in the relevant costs in the Statement of Financial Activities and the Balance Sheet.
11. **Winding up or dissolution of the charity**
If upon winding up or dissolution of the charity there remain any assets after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

Accounts



ANNUAL REPORT AND ACCOUNTS FOR 2021

The People, Landscape and Cultural Environment Education and Research Centre (PLACE)

Tour of Scarborough, September 2021
[Richard Mallows]



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LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity number: 1106814

Legal form: a Charitable Incorporated Organisation

Registered address: PLACE Office, York St John University, Lord Mayor's Walk, York, YO31 7EX

Bankers: Co-operative Bank, PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT
Virgin Money, 46 Coney Street, York, YO1 9NQ

Trustees: Joe Bailey (from May 2021)
Linda Blenkinship (re-elected May 2021; died June 2021)
Aileen Margery Bloomer (until May 2021))
David Hawtin (re-elected May 2021)
Michael Francis Hopkinson (Treasurer)
Philip Niall Mander
Ann Hilary Moxon (until May 2021)
Richard Myerscough (co-opted June 2021)
Colin Speakman
George Sheeran (Chair)
Nancy Stedman (co-opted June 2021)
Brian Walker (until May 2021)

Chief Executive: Margaret Ann Atherden

REPORT OF THE TRUSTEES FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021

The Trustees are pleased to present their report together with the financial statements of the charity for the period to 31 December 2021. PLACE was originally incorporated as a company limited by guarantee on 29 March 2004 and registered with the Charity Commission on 17 November 2004. It became a Charitable Incorporated Organisation (CIO) on 27 February 2020.

As stated in the charity's constitution, its **Objects** are:

1. To promote research into the people, landscape and cultural environment of Yorkshire and elsewhere and to disseminate the useful results for the benefit of the general public
2. To advance the education of the public in the people and the natural and cultural heritage of Yorkshire and elsewhere.

Principal Activities Undertaken and Public Benefit

The charity sets out to achieve its charitable objects through sponsoring, facilitating or undertaking research, organising conferences on subjects relevant to the charity's objects, producing publications,

organising short courses and fieldtrips, and through partnership working. In accordance with S17(5) of the Charities Act 2011, Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. In particular, Trustees consider how the planned activities will contribute to the aims and objectives that have been set. Members' fees are set at a nominal £5 per year in order to encourage the widest possible membership. Equal access is important to PLACE and nearly all activities are open to members and non-members.

The Covid 19 emergency continued to limit activities during 2021. Only two indoor events were held, the AGM and both short courses were held on-line, and other activities were held out of doors.

Research Projects

PLACE continued long-term monitoring of vegetation on May Moss on the North York Moors. Three visits were made: in June, July and August 2021. A news-sheet is produced each year, reporting progress with the research. Other research projects funded by PLACE continued, including Nancy Stedman's research on the cumulative impact of roadside barn conversions in the Yorkshire Dales National Park and Douglas Mitcham's for the Quaker Field Project in Bainbridge. Roger Inman produced a report on the radiocarbon dates for the archaeological site at Easby Motte. PLACE also initiated a project for members called *My Yorkshire Place*, written and photographic contributions to which were published in the newsletter. The PLACE project on the re-purposing of de-commissioned telephone boxes continued and photographs were displayed on the website.

Outdoor Events

By late May it was possible to organise groups of up to 30 people for outdoor events. These proved so popular that some had to be repeated. The first was a walk in Hagg Wood, Dunnington, in May, led by Linda Maggs and attended by 22 people. In June and early July, two walks took place from Spofforth, led by Philip Mander. In July there was a fieldtrip to Swaledale, attended by 19 people and including visits to the Swaledale Museum and Surrender Mill. In August there were two visits to Westerdale and Kildale, led by Roger Inman. There were also two visits to the beaver enclosure in Cropton Forest, the first preceded by a walk around Cawthorne Roman Camps. In September, George Sheeran led a guided walk around Scarborough. Later in October, a small group of members had a walk from Ravenscar, led by Philip Mander. In November, Colin Speakman led a walk around Ilkley and the edge of Ilkley Moor. The final walk of the year took place in November, starting from Hovingham.

On-line Events

In February, Richard Darn gave a presentation via zoom on Dark Skies designations, which was attended by 30 people. PLACE ran two on-line short courses in 2021, both presented by Robert Wright via zoom. The first took place in the spring, entitled *Castles, strongholds and fortified manor houses*, and was attended by

over 50 people. The second took place in the autumn, entitled *Holy Places of Anglo-Saxon Yorkshire*, and was attended by 48 people.

The PLACE Annual General Meeting in May 2021 was also held via zoom, during the time when indoor gatherings were severely limited. The business motions and election of Trustees were carried out by proxy, to give all members the chance to vote, even if they were not able to attend the meeting on-line. At the AGM Aileen Bloomer, Hilary Moxon and Brian Walker stood down as trustees and did not seek re-election. Linda Blenkinsip and David Hawtin stood down and were re-elected, although very sadly Linda died a few weeks later. Joe Bailey was elected as a trustee for the first time.

Indoor Events

Two events were held in-person in the autumn. The first was a visit to the new planetarium at Lime Tree Farm, Grewelthorpe, attended by nine people. The second was a pre-Christmas event in Bedern Hall, York, with a talk by Eileen White, entitled *What the Shepherds Ate*, which was attended by 31 people.

Publications and Communications

No new publications were produced in 2021. A new website, designed by Shane Murphy, was launched in the summer.

Three PLACE newsletters were sent out to members and partner organisations in 2021 and made available to all via the website. Most communications with members are now via e-mail but members without internet access receive hard copies.

Membership

Members are known as Friends of PLACE and pay a small annual subscription of £5.00. Membership is open to individuals and organisations. On 31 December 2021 there were 260 paid up members, including three who had paid before 31 December 2020 and 21 new members who joined in 2021. This represents an increase since 2020, partly as a result of recruitment for the short courses.

Independent researchers working on topics related to the charitable objects of PLACE are invited to become **Fellows of PLACE**. They pay the normal subscription and may participate in the PLACE Advisory Committee (see below). There were 17 Fellows on 31 December 2021, two of whom were currently co-opted as trustees.

Partner Organisations

PLACE has established links with 25 partner organisations that have aims related to the people, landscape or cultural environment of Yorkshire. They are not required to be members of PLACE, to prevent any possible conflicts of interest. Two new partner organisations were welcomed in 2021: Friends of the Dales and The Yorkshire Society. A review of relationships with partner organisations will be carried out in 2022. Current partner organisations are:

- City of York Council
- Council for British Archaeology
- Environment Agency
- Forestry Commission
- Friends of the Dales
- Historic England
- Historic Towns Forum
- Huddersfield & Halifax Geographical Association
- Natural England
- North York Moors National Park Authority
- North Yorkshire County Council Heritage Unit
- Royal Geographical Society (Yorkshire and North East Region)
- South Yorkshire EcoNET
- The Yorkshire Society
- University of Bradford
- University of York
- York St John University
- Yorkshire Archaeological and Historical Society
- Yorkshire Dales Landscape Research Trust
- Yorkshire Dales National Park Authority
- Yorkshire Farming & Wildlife
- Yorkshire Naturalists' Union
- Yorkshire Philosophical Society
- Yorkshire Vernacular Buildings Study Group
- Yorkshire Wildlife Trust

Advisory Committee

Representatives of Partner Organisations, Fellows of PLACE, interested members and the PLACE Board meet as the PLACE Advisory Committee. This group is responsible for advising the Board on future research projects, publications and events. The Advisory Committee is chaired by the Chief Executive and its minutes are accepted by the Board of Trustees. The meeting planned for March 2021 was cancelled because of the Covid-19 restrictions. One meeting took place in October 2021.

Board of Trustees

PLACE is managed by a Board of Trustees, elected by vote from the membership of the Charity. In accordance with the constitution, one third of the Board normally retire by rotation each year. Four meetings of the Board were held in 2021: in January, March, June and October. The first two meetings were held on-line by zoom, owing to Covid-19 restrictions. The third was held in an outdoor venue; the fourth was held indoors.

Financial Review and Reserves Policy

All activities are undertaken from the general fund with the main sources of income in 2021 being from sales of books, members' subscriptions and donations. The main items of expenditure were printing costs

for publications, printer cartridges and the newsletters, insurance and other office expenditure. Minor expenditure is handled through a petty cash account. Cash not required for immediate use has been placed in a Virgin Money account and interest rates achieved are monitored by the Treasurer and reported to the Trustees.

At the end of 2021 Free Reserves stood at £13,725. The minimum financial reserve agreed by the Board is £3,000, which would allow commitments to research and publications to be fulfilled should general income reduce again in future. The level of reserves will be kept under review by the Trustees.

Trustees' Responsibilities

Charity Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity at the year end and of the Net Incoming Resources for the year then ended. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed
- Prepare financial statements on a going concern basis unless it is inappropriate to do so.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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.

Health and Safety

Trustees are aware of their responsibilities in regard to Health and Safety and produce risk assessments for events, as approved by the charity's insurance company. Participants are alerted to any anticipated hazards before each event. However, all PLACE members are adults and the primary responsibility rests with individuals for their own health and safety. PLACE has a **Safeguarding Policy**, agreed in 2020.

Data Protection

Trustees are mindful of the General Data Protection Regulation (2018). PLACE maintains a database of members, which is updated regularly and held securely. The minimal information supplied by members is used only for administrative purposes and is never shared with or sold to third parties. Information about data protection is communicated to members via the newsletter to ensure compliance with the GDPR.

Strategic Objectives

The last strategic plan ran out at the end of 2019 but has not yet been updated. A new strategic plan will be devised in 2022.

The following specific objectives for 2021 were agreed by the Board of Trustees in 2021:

- To produce a Strategic Plan for 2020-2025 [deferred until 2022]
- To review the relationship with Partner Organisations [deferred until 2022]
- To continue working with members on their interests and readiness to contribute to the work of PLACE [ongoing]
- To work towards future PLACE publications [achieved]
- To organise indoor and outdoor events, as allowed by government guidelines [achieved]
- To organise at least one short course [two organised via zoom]
- To produce a revamped PLACE website and update it regularly [achieved]
- To increase membership and circulate three newsletters [achieved]

The following specific objectives for 2022 were agreed by the Board of Trustees in March 2022:

- To produce a Strategic Plan for 2020-2025
- To review the relationship with Partner Organisations
- To continue responding to members on their interests and readiness to contribute to the work of PLACE, in line with the Strategic Plan
- To work towards future PLACE publications
- To organise indoor and outdoor events
- To organise at least one short course
- To increase or maintain membership and circulate four newsletters

People, Landscape and Cultural Environment, Education and Research Centre

Statement of Financial Activities

Including income and expenditure account

For the year ended 31 December 2021

	Notes	2021	2020
		Total	Total
		£	£
Incoming Resources			
Voluntary Income			
Donations & Gift Aid		689	487
Friends Subscriptions	4	1,300	1,090
Incoming resources from			
Charitable Objects			
Conference/ Field trip Fees		865	0
Short Course Fees		1,355	50
Publications – Sales & Royalties		2,955	3775
Investment Income – Bank interest		10	51
Total Incoming Resources		7,174	5,453
Resources Expended			
Postage, stationery, newsletter and other office costs		669	582
Insurance		360	345
Trustee Travel expenses	6	0	0

PLACE
Registered charity number 1106814

Trustee training/Board expenses/AGM	40	0
Conference/ Field trip costs	492	0
Short Course Costs	570	250
Research Costs	7 1,000	686
Advertising/Publicity/website	930	324
Publication costs	3,387	3,285
Total Resources Expended	7,448	5,472
Net incoming/(outgoing) resources for the year/movement in funds	(274)	(19)
Total funds brought forward	13,999	14,018
Total Funds carried forward	13,725	13,999

Note:

All activity is within the general objects of the charity and therefore within unrestricted funds.

There were no recognised gains or losses for 2021 and 2020 other than those included in the income and expenditure account. All activities derive from continuing operations.

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Balance Sheet as at 31 December 2021

	Notes	2021	2020
		£	£
Fixed Assets			
Laptop	8	787	787
Depreciation on laptop		(787)	(787)
Website		2,500	0
Website Depreciation		(833)	0
Total Fixed Assets		1,667	0
Current Assets			
Book Stock	8	2,269	2,539
Debtors – Gift Aid	4	315	577
Debtors - prepaid insurance		288	284
Cash at bank & in hand		9,196	10,684
Total Current assets		12,068	14,264
Creditors: amounts falling due within one year			
Prepaid Subscriptions	4	(10)	(15)
Short Course Fees owed		0	(250)
Total Creditors		(10)	(265)
Net Current Assets		<u>12,058</u>	<u>13,999</u>
Total Net Assets		<u>13,725</u>	<u>13,999</u>
Represented by:			
Unrestricted funds		13,725	13,999
Fund balance		<u>13,725</u>	<u>13,999</u>

These financial statements were approved by the Trustees on the 17th March 2022
and are signed on their behalf by

Chair

Date:

Notes forming part of the financial statements for the year ended 31 December 2021

1. a. Accounting Policies

The charity constitutes a public benefit entity as defined by FRS 102. These financial statements have been prepared on an accruals basis in accordance with the Accounting & 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 1st January 2015 as updated 2 February 2016) -(Charities SORP (FRS 102), The Charities Act 2011 and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

b. Going Concern

The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. Trustees have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for at least the next 12 months, and have adequate contingency plans in the event that income streams are reduced. The accounts have therefore been prepared on the basis that the charity is a going concern.

c. Financial Instruments including cash and bank balances

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Cash held by the charity is included at the amount held and counted. Bank balances are shown at the amounts properly reconciled to the bank statements

d. Change of accounting policy/estimates

The accounts present a true and fair view and no changes have been made to the accounting policies adopted. No changes to accounting estimates have occurred in the reporting period. (3.46 FRS 102 SORP)

e. Offsetting

There has been no offsetting of assets and liabilities or income and expenditure, unless required or permitted by the FRS 102 SORP or FRS102

2. Organisation status

On the 27th February 2020 the company was registered by the Charity Commission as a Charitable Incorporated Organisation (CIO) retaining its charity registration number but ceasing its registration with Companies House as a limited Company. In the event of the CIO being wound up the members of the CIO have no liability to contribute to its assets and no personal liability for settling its debts and liabilities.

3. Funds

The Charity has only one fund a general unrestricted fund. All movements in the fund are fully disclosed in the Statement of Financial Activities.

4. Income and Expenditure.

Income has been included in the accounts when receivable. Subscriptions from new members received after 31st October in any year are applied to the following year and run to 31 December of that year. These have been deferred.

Gift Aid receivable is included in income when there is a valid declaration from the donor and is treated as an addition to the same fund as the original donation.

Expenditure has been classified according to the type of expenditure using natural classifications in accordance with paragraph 4.23 of the Charity SORP 2015 (FRS 102). No expenditure has been incurred during the year on generating funds.

5. Employees and volunteers

The charity has no paid employees. The Charity currently has a governing board of 8 Trustees (two co-opted) all of whom are volunteers. The day to day running of the Charity is administered by its Chief Executive who is also unpaid. However, placing a monetary value on the contribution presents significant difficulties and makes it impractical for their contribution to be measured reliably for accounting purposes. Therefore, this contribution is not included as either income or expenditure in the accounts.

6. Transactions with Trustees

No Trustee received any remuneration. No Trustee claimed expenses during the year. (2020 £0)

7. Research costs of £1,000 were expended during the year. This comprised a grant of £1,000 to Roger Inman for radiocarbon dates.

8. Fixed Assets and Stocks

The capitalisation limit for fixed assets has been set at £500. Depreciation of equipment and website costs is over three years.

Book stock consists of 340 publications comprising copies of Deep Dale, the Place book of Woodland Walks, Guide to the Wild Flowers of NE Yorkshire, The Changing Nature of Conservation, Challenges and Change in the Urban Environment, Canals, Plants & People, The Mosque in the City, The Place book of Winter Walks and Wildflowers on the Edge. Stock has been valued at the lower of cost and net realisable value.

9. Debtors and Creditors

Full details of debtors and creditors are shown on the Balance Sheet.

10. Liability to taxation

As a registered charity the organisation is exempt from income and corporation tax falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity and is therefore included in the relevant costs in the Statement of Financial Activities and the Balance Sheet.

11. Winding up or dissolution of the charity

If upon winding up or dissolution of the charity there remain any assets after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

Accounts



ANNUAL REPORT AND ACCOUNTS FOR 2020

The People, Landscape and Cultural Environment Education and Research Centre (PLACE)



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LEGAL AND ADMINISTRATIVE INFORMATION

Registered Charity number: 1106814

Legal form: a Charitable Incorporated Organisation (from 27 February 2020; formerly a company limited by guarantee, no. 5086325)

Registered address: PLACE Office, York St John University, Lord Mayor's Walk, York, YO31 7EX

Bankers: Co-operative Bank, PO Box 250, Delf House, Southway, Skelmersdale, WN8 6WT
Virgin Money, 46 Coney Street, York, YO1 9NQ

Trustees: Linda Blenkinship
Aileen Margery Bloomer (Chair)
David Hawtin
Michael Francis Hopkinson (Treasurer)
Philip Niall Mander
Ann Hilary Moxon
Colin Speakman
George Sheeran
Brian Walker

Chief Executive: Margaret Ann Atherden

REPORT OF THE TRUSTEES FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

The Trustees are pleased to present their report together with the financial statements of the charity for the period to 31 December 2020. PLACE was originally incorporated as a company limited by guarantee on 29 March 2004 and registered with the Charity Commission on 17 November 2004. It became a Charitable Incorporated Organisation (CIO) on 27 February 2020. For the first two months of 2020, therefore, PLACE was a registered charity and a limited company; for the rest of the year it was a CIO.

As stated in the charity's constitution, its **Objects** are:

1. To promote research into the people, landscape and cultural environment of Yorkshire and elsewhere and to disseminate the useful results for the benefit of the general public
2. To advance the education of the public in the people and the natural and cultural heritage of Yorkshire and elsewhere.

Principal Activities Undertaken and Public Benefit

The charity sets out to achieve its charitable objects through sponsoring, facilitating or undertaking research, organising conferences on subjects relevant to the charity's objects, producing publications, organising short courses and fieldtrips, and through partnership working. In accordance with S17(5) of the

Charities Act 2011, Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. In particular, Trustees consider how the planned activities will contribute to the aims and objectives that have been set. Members' fees are set at a nominal £5 per year in order to encourage the widest possible membership. Equal access is important to PLACE and nearly all activities are open to members and non-members.

The Covid 19 emergency limited activities during most of 2020. In view of this, the trustees decided to make all events that were able to take place from March onwards free to members. Limits on numbers imposed by government legislation meant that only one event could be advertised to non-members and a small charge was made to non-members who attended.

Research Projects

PLACE continued long-term monitoring of vegetation on May Moss on the North York Moors. Only two visits were possible in 2020, both in July and with numbers limited to a maximum of six people on each occasion. A news-sheet is produced each year, reporting progress with the research. Christopher Rainger's work on publication of the archaeological investigation at the old church of St Oswald in Fulford, York, was completed. Other individual research projects continued, including Nancy Stedman's research on the cumulative impact of roadside barn conversions in the Yorkshire Dales National Park. The Board of Trustees awarded two new research grants during the year. The first was £500 to Douglas Mitcham of the Yorkshire Dales National Park for the Quaker Field Project in Bainbridge. The second was to Roger Inman for £500 towards the cost of radiocarbon dates for the archaeological site at Easby Motte.

Outdoor Events

Most of the planned events for 2020 were cancelled. The only one to take place before the first lockdown was the visit to Allerton Waste Recovery Park, near Knaresborough, in February. As numbers were limited to 15 people, the visit was repeated in early March. From then until September, all events were cancelled or postponed until a later date, including both conferences and the Annual General Meeting and Members' Day. In the autumn, outdoor events with up to six people were allowed. PLACE managed to run walks around Roseberry Topping and Newton Wood (four separate groups on two days in September), a guided visit to the Grassington - Linton area (two separate groups) and walks around Huttons Ambo (three separate groups on two days) and Skipwith Common (four separate groups on two days) in October.

Indoor Events

PLACE ran its first on-line event using Zoom in the autumn. Robert Wright's short course on Monastic Yorkshire was shortened to four sessions from the end of October to mid-November. The event was a great success and over 40 people participated, including some members from outside Yorkshire and one non-member from Spain. PLACE also began a project for members, which could be done even in lockdown: a collection of photographs of telephone boxes which have been decommissioned and are re-used for other purposes, e.g. as libraries or to house defibrillators.

PLACE Annual General Meeting

The Board of Trustees decided to cancel the AGM planned for May 2020 and to hold the first AGM as a CIO in May 2021. All existing trustees kindly agreed to stay in post until May 2021.

Publications and Communications

PLACE published five books in 2020. Two of them were the proceedings of the 2019 conferences: *The Changing Nature of Conservation* and *Challenges and Change in the Urban Environment*. A second book of walks was published, *The PLACE Book of Woodland Walks in North and West Yorkshire*, and a book bringing together research and natural history records in part of Langdale Forest, *Deep Dale: making space for nature in a North Yorkshire forest*. PLACE also reprinted a slightly updated version of *Picture Guide to the Wild Flowers of North East Yorkshire* by the late Nan Sykes (with permission before her death).

Three PLACE newsletters were sent out to members and partner organisations in 2020 and made available to all via the website. Most communications with members are now via e-mail but members without internet access receive hard copies.

Membership

Members are known as Friends of PLACE and pay a small annual subscription of £5.00. Membership is open to individuals and organisations. On 31 December 2020 there were 218 paid up members, including nine who had paid before 31 December 2019 and three new members who joined in 2020. This represents a decrease since 2019, probably as a result of the uncertainty caused by the Covid 19 emergency.

Independent researchers working on topics related to the charitable objects of PLACE are invited to become **Fellows of PLACE**. They pay the normal subscription and may participate in the PLACE Advisory Committee (see below). There were 17 Fellows on 31 December 2020.

Partner Organisations

PLACE has established links with 23 partner organisations that have aims related to the people, landscape or cultural environment of Yorkshire. They are not required to be members of PLACE, to prevent any possible conflicts of interest. A review of relationships with partner organisations was postponed until 2021. Current partner organisations are:

- City of York Council
- Council for British Archaeology
- Environment Agency
- Forestry Commission
- Historic England
- Historic Towns Forum
- Huddersfield & Halifax Geographical Association
- Natural England

- North York Moors National Park Authority
- North Yorkshire County Council Heritage Unit
- Royal Geographical Society (Yorkshire and North East Region)
- South Yorkshire EcoNET
- University of Bradford
- University of York
- York St John University
- Yorkshire Archaeological and Historical Society
- Yorkshire Dales Landscape Research Trust
- Yorkshire Dales National Park Authority
- Yorkshire Farming & Wildlife
- Yorkshire Naturalists' Union
- Yorkshire Philosophical Society
- Yorkshire Vernacular Buildings Study Group
- Yorkshire Wildlife Trust

Advisory Committee

Representatives of Partner Organisations, Fellows of PLACE and members of the PLACE Board meet as the PLACE Advisory Committee. This group is responsible for advising the Board on future research projects, publications and events. The Advisory Committee is chaired by the Chief Executive and its minutes are accepted by the Board of Trustees. Both planned meetings in 2020 were cancelled due to the Covid 19 emergency.

Board of Trustees

PLACE is managed by a Board of Trustees, elected by vote from the membership of the Charity. In accordance with the constitution, one third of the Board normally retire by rotation each year. The 2019 Board membership was maintained in 2020. Four meetings of the Board were held in 2020: in January, March, June and October. The first was held face-to-face as normal before any restrictions. The second took place when numbers were limited and was only attended by four trustees and the chief executive. The last two meetings were held on-line by Zoom.

Financial Review and Reserves Policy

All activities are undertaken from the general fund with the main sources of income in 2020 being from sales of books, members' subscriptions and donations. The main items of expenditure were printing costs for publications, printer cartridges and the newsletters, insurance and other office expenditure. Minor expenditure is handled through a petty cash account. Cash not required for immediate use has been placed in a Virgin Money account and interest rates achieved are monitored by the Treasurer and reported to the Trustees.

At the end of 2020 Free Reserves stood at £13,999. Both income and expenditure were reduced because many events could not be run and those that were run were free to members. This resulted in a small deficit for the year. The minimum financial reserve agreed by the Board is £3,000, which would allow

commitments to research and publications to be fulfilled should general income reduce again in future. The level of reserves will be kept under review by the Trustees.

Trustees' Responsibilities

Charity Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity at the year end and of the Net Incoming Resources for the year then ended. In preparing these financial statements the Trustees are required to:

- Select suitable accounting policies
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed
- Prepare financial statements on a going concern basis unless it is inappropriate to do so.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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.

Health and Safety

Trustees are aware of their responsibilities in regard to Health and Safety and produce risk assessments for events, as approved by the charity's insurance company. Participants are alerted to any anticipated hazards before each event. However, all PLACE members are adults and the primary responsibility rests with individuals for their own health and safety. PLACE has a **Safeguarding Policy**, agreed in 2020.

Data Protection

Trustees are mindful of the General Data Protection Regulation (2018). PLACE maintains a database of members, which is updated regularly and held securely. The minimal information supplied by members is used only for administrative purposes and is never shared with or sold to third parties. Information about data protection is communicated to members via the newsletter to ensure compliance with the GDPR.

Strategic Objectives

The last strategic plan ran out at the end of 2019 but has not yet been updated, in view of the ongoing uncertain situation. A new strategic plan will be devised after the 2021 AGM.

The following specific objectives for 2020 were agreed by the Board of Trustees in 2019:

- To complete the transition to a Charitable Incorporated Organisation [achieved]
- To produce a new Strategic Plan for 2020-2025, to include refocusing PLACE [postponed]
- To review the relationship with Partner Organisations [postponed]
- To continue working with members on their interests and readiness to contribute to the work of PLACE
- To publish proceedings of the two conferences held in 2019 and *The PLACE Book of Woodland Walks* [achieved]
- To organise at least one major conference [postponed]
- To offer at least one short course [achieved via Zoom]
- To organise at least three fieldtrips and site visits [achieved]
- To maintain membership, update the website regularly and circulate three newsletters [achieved].

The following specific objectives for 2021 were agreed by the Board of Trustees:

- To produce a Strategic Plan for 2020-2025
- To review the relationship with Partner Organisations
- To continue working with members on their interests and readiness to contribute to the work of PLACE
- To work towards future PLACE publications
- To organise indoor and outdoor events, as allowed by government guidelines
- To organise at least one short course
- To produce a revamped PLACE website and update it regularly
- To increase membership and circulate three newsletters.

People, Landscape and Cultural Environment, Education and Research Centre
Statement of Financial Activities
Including income and expenditure account
For the year ended 31 December 2020

	Notes	2020	2019
		Total £	Total £
Incoming Resources			
Voluntary Income			
Donations & Gift Aid		487	730
Friends Subscriptions	4	1,090	1,275
Incoming resources from			
Charitable Objects			
Conference/ Field trip Fees		0	2,222
Short Course Fees		50	555
Publications – Sales & Royalties		3,775	2,149
Investment Income – Bank interest		51	79
Total Incoming Resources		5,453	7,010
Resources Expended			
Postage, stationery, newsletter and other office costs		582	1336
Insurance		345	334
Companies House Costs		0	13
Trustee Travel expenses	6	0	50
Trustee training/Board expenses/AGM		0	351
Conference/ Field trip costs		0	1,604
Short Course Costs		250	600
Research Costs	7	686	0
Advertising/Publicity/website		324	399
Publication costs		3,285	3,201
Total Resources Expended		5,472	7,888
Net incoming/(outgoing) resources for the year/movement in funds		(19)	(878)
Total funds brought forward		14,018	14,896
Total Funds carried forward		13,999	14,018

Note:

All activity is within the general objects of the charity and therefore within unrestricted funds.
There were no recognised gains or losses for 2020 and 2019 other than those included in the income and expenditure account. All activities derive from continuing operations.

**People, Landscape and Cultural Environment, Education and Research Centre
Balance Sheet as at 31 December 2020**

	Notes	2020	2019
		£	£
Fixed Assets			
Laptop	8	787	787
Depreciation on laptop		(787)	(787)
Total Fixed Assets		0	0
Current Assets			
Book Stock	8	2,539	1,434
Debtors – Gift Aid	4	577	317
Debtors - prepaid insurance		284	270
Debtors – book sale payments outstanding		0	19
Cash at bank & in hand		10,864	12,028
Total Current assets		14,264	14,068
Creditors: amounts falling due within one year			
Prepaid Subscriptions	4	(15)	(50)
Short Course Fees owed		(250)	0
Total Creditors		(265)	(50)
Net Current Assets		<u>13,999</u>	<u>14,018</u>
Total Net Assets		<u>13,999</u>	<u>14,018</u>
Represented by:			
Unrestricted funds		13,999	14,018
Fund balance		<u>13,999</u>	<u>14,018</u>

These financial statements were approved by the Trustees on 18th March 2021 and are signed on their behalf by:

A. M. Bloomer

Chair: Aileen Bloomer

Date: 18/03/2021

Notes forming part of the financial statements for the year ended 31 December 2020

1. **a. Accounting Policies**
The charity constitutes a public benefit entity as defined by FRS 102. These financial statements have been prepared on an accruals basis in accordance with the Accounting & 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 1st January 2015 as updated 2 February 2016) -(Charities SORP (FRS 102), The Charities Act 2011 and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
- b. Going Concern**
The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. Trustees have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for at least the next 12 months, and have adequate contingency plans in the event that income streams are reduced. The accounts have therefore been prepared on the basis that the charity is a going concern.
- c. Financial Instruments including cash and bank balances**
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Cash held by the charity is included at the amount held and counted. Bank balances are shown at the amounts properly reconciled to the bank statements
- d. Change of accounting policy/estimates**
The accounts present a true and fair view and no changes have been made to the accounting policies adopted. No changes to accounting estimates have occurred in the reporting period. (3.46 FRS 102 SORP)
- e. Offsetting**
There has been no offsetting of assets and liabilities or income and expenditure, unless required or permitted by the FRS 102 SORP or FRS102
2. **Organisation status**
On the 27th February 2020 the company was registered by the Charity Commission as a Charitable Incorporated Organisation (CIO) retaining its charity registration number but ceasing its registration with Companies House as a limited Company. In the event of the CIO being wound up the members of the CIO have no liability to contribute to its assets and no personal liability for settling its debts and liabilities.
3. **Funds**
The Charity has only one fund a general unrestricted fund. All movements in the fund are fully disclosed in the Statement of Financial Activities.
4. **Income and Expenditure.**
Income has been included in the accounts when receivable. Subscriptions from new members received after 1st October in any year are applied to the following year and run to 31 December of that year. These have been deferred.

Gift Aid receivable is included in income when there is a valid declaration from the donor and is treated as an addition to the same fund as the original donation.

Expenditure has been classified according to the type of expenditure using natural classifications in accordance with paragraph 4.23 of the Charity SORP 2015 (FRS 102). No expenditure has been incurred during the year on generating funds.

5. **Employees and volunteers**
The charity has no paid employees. The Charity currently has a governing board of 9 Trustees all of whom are volunteers. The day to day running of the Charity is administered by its Chief Executive who is also unpaid. However, placing a monetary value on the contribution presents significant difficulties and makes it impractical for their contribution to be measured reliably for accounting purposes. Therefore, this contribution is not included as either income or expenditure in the accounts.
6. **Transactions with Trustees**
No Trustee received any remuneration. No Trustee claimed expenses during the year. (2019 £50.05)
7. **Research costs**
Research costs of £685.55 were expended during the year. This comprised a grant of £300 towards producing a leaflet on the archaeological investigation of Old St Oswald's Church and travel in connection with research on the cumulative effect of barn conversions in the Yorkshire Dales National Park. There were no research costs in 2019.
8. **Fixed Assets and Stocks**
The capitalisation limit for fixed assets has been set at £500. Depreciation of equipment is over three years.

Book stock consists of 363 publications comprising copies of Deep Dale, the Place book of Woodland Walks, Guide to the Wild Flowers of NE Yorkshire, The Changing Nature of Conservation, Challenges and Change in the Urban Environment, Canals, Plants & People, The Mosque in the City, The Place book of Winter Walks and Wildflowers on the Edge. Stock has been valued at the lower of cost and net realisable value.
9. **Debtors and Creditors**
Full details of debtors and creditors are shown on the Balance Sheet.
10. **Liability to taxation**
As a registered charity the organisation is exempt from income and corporation tax falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that its income and gains are applied towards the charitable objects of the charity and for no other purpose. Value Added Tax is not recoverable by the charity and is therefore included in the relevant costs in the Statement of Financial Activities and the Balance Sheet.
11. **Winding up or dissolution of the charity**
If upon winding up or dissolution of the charity there remain any assets after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.