



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.