

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2019
FOR
THE BRITISH PHYCOLOGICAL SOCIETY**

L M Griffiths & Co Limited
Chartered Certified Accountants
1&2 Merlins Court
Winch Lane
Haverfordwest
Pembrokeshire
SA61 1SB

THE BRITISH PHYCOLOGICAL SOCIETY

**CONTENTS OF THE FINANCIAL STATEMENTS
for the Year Ended 30 September 2019**

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 14
Detailed Statement of Financial Activities	15 to 16

THE BRITISH PHYCOLOGICAL SOCIETY

REPORT OF THE TRUSTEES for the Year Ended 30 September 2019

The trustees present their report with the financial statements of the charity for the year ended 30 September 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and activities

The aims as per paragraph 2 of The British Phycological Society constitution (2012) are as follows:

"The aims of the Society shall be to advance research and education by the encouragement and pursuit of all aspects of the study of algae and to publish the results of this research in a journal, and also in other publications which shall from time to time appear desirable, provided that all publications of the Society shall be available to the general public. In furtherance of those aims, but not otherwise, the Society shall also aim to increase public awareness of the importance and applications of algae, and to contribute to public debate on issues involving algae."

In addition, the constitution states that:

"All funds acquired by the Society shall be devoted to the aims detailed in paragraph 2 above or to such associated charitable projects as may from time to time further these aims."

THE BRITISH PHYCOLOGICAL SOCIETY

REPORT OF THE TRUSTEES for the Year Ended 30 September 2019

ACHIEVEMENT AND PERFORMANCE

Charitable activities

To this end, the BPS has continued to give financial support to activities that promote phycological research, disseminate phycological knowledge at all levels from governmental advice to community projects, in particular by assisting young phycologists to present their findings at scientific meetings nationally and internationally.

In 2019 the 67th Annual meeting was hosted by SAMS Oban Argyll UK. Our thanks go to local organizers Claire Gachon and Christine Campbell and their team for organizing a very successful and varied meeting which took on the successful format that had been used in the previous year. The Manton Session was well attended, and congratulations go to Suzana Gonçalves Leles, whose excellent presentation on the Biogeography of mixotrophic plankton in the oceans: global patterns, sampling bias and the role of diversity earned her the Manton Prize. The Manton poster prize was awarded to Carla Greco for her poster. 5 students received support of £2,509 to attend this BPS meeting and 6 students received awards of £8,958 to attend other meetings from the Scientific Meetings Fund. The Hilda Canter Lund awards for photography was presented to Zoe Löffler: Symphony of seaweeds showing amazing variety and wonderful colours of seaweeds that was taken at low tide near Apollo Bay, Victoria, Australia, and to Damien Sirjacobs: Blue haze A bloom of benthic blue diatoms of the genus Haslea (H. ostrearia, H. provincialis) covering macroalgae communities (Padina pavonica, Acetabularia acetabulum, Halopteris scoparia, Dictyota sp.) in the shallow water of Calvi Bay (Corsica, France).

The Society received 23 applications for funding in this financial year and was able to support 18 student members to develop and present their phycological knowledge both in the UK and abroad by attending conferences, meetings and courses. The small grant/project award received 7 applications and 2 awards were made of £3,092. Work was commissioned to update the BPS Logo and the cost for year end 2019 was £2,500. The special project, an open-access educational and research resource titled A Diatom Flora of Britain and Ireland continued its work, costing the society £576 in the year to end 30th September 2019.

The Society journal, European Journal of Phycology (EJP) continued to have a productive year, with 4 issues and 648 pages produced as part of Volume 54. The impact factor of the EJP continues to increase, with the IF for the journal in the year end 2019 reaching 2.562 with 148 new submissions and a turnover of 228 papers handled in the 12-month period. This is part of a steady increase in IF since 2014. It is noted that due to rising IF in other journals EJP is still just Q1 in Marine and Freshwater Biology and continues to be Q2 in Plant Sciences. The BPS has invested in a new Journal, Applied Phycology which have attracted submissions from around the world. There had been 21 submissions to the journal with four accepted for publication. A planned special Issue 'Algal collections in the -omics age' have attracted five submissions with more expected.

THE BRITISH PHYCOLOGICAL SOCIETY

REPORT OF THE TRUSTEES for the Year Ended 30 September 2019

FINANCIAL REVIEW

Financial position

A full statement of financial activities of The British Phycological Society for the year ending 30th September 2019 are presented in addition to this annual trustees' report. The financial statement has been prepared by Dr. Nicky JD Slee and independently examined by the Independent Examiner.

BPS income for 2019 was £47,147, with the majority coming from the Society's journal profit share from publishers Taylor and Francis £42,861. In addition, net income from subscriptions from members made up £3,455 of this total. The remainder of the income for 2019 came from interest on deposits held £831.

Total Society expenditure for 2019 amounted to £60,163, broken down into four categories which included: 1) Grants, studentships and awards £15,786; see some specific details in Achievements and Performance above), 2) Publication expenditure £23,806, Meetings and Committee expenses £7,472 and 4) Administration costs £13,099.

Publication expenditure costs can be further broken down into production and publication/distribution costs for the European Journal of Phycology, as well as for the Society newsletter, The Phycologist. EJP cost £5,057 in production and distribution, with editorial expenses at £15,234 to coordinate authors, reviewers, sub-editors and publishers to produce 4 issues of the journal annually. Costs to set up and pay for editorial expenses were £1,500 The remainder of EJP costs £341 include management committee costs travel expenses for an annual trip for up to four members to discuss EJP/publisher developments with Taylor and Francis. The Phycologist was produced and distributed for £1,674.

Meetings and Committee expenses were £7,472 with reimbursement for travel and overnight accommodation, hire of rooms to allow council members to attend summer council meetings costing £4,500. Annual meeting costs, general expenses and expenses from committee members attending internal and external events made up the remainder of the £2,972 spent.

Finally, administration costs of £13,099 to run the Society for 2019 included charges for website maintenance, sponsorship of Algaebase advertising, banking, public liability insurance, the independent examiners of the accounts, subscriptions to the Federation of European Microbiological Societies and Federation of European Phycological Societies. Honoraria were awarded to the following council members: Membership Secretary, Secretary, Webmaster and the Editor of The Phycologist each received £1,000, the Treasurer received £1,250.

Net deficit for the BPS in 2019 was £14,312. After including funds brought forward (held in reserve as savings) of £170,834 the total Society funds carried forward at the end of financial year 2019 is £156,522. Therefore, the Society's financial situation remains very healthy and this has allowed the continued support of a wide range of projects and awards dedicated to algal research. The Society does not currently have a reserves policy in place, however work is in progress to develop one for approval by the trustees for the future.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

THE BRITISH PHYCOLOGICAL SOCIETY

REPORT OF THE TRUSTEES for the Year Ended 30 September 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The British Phycological Society is an unincorporated association governed by a constitution, last amended in 2019. The constitution states that the membership of the society will be open to 'anyone interested in any aspect of the study of algae' and is managed by a council committee that are elected by ballot of the society members. The BPS council consisted of the following officers in 2019

President	Prof. Graham Underwood
President Elect	Prof. Jason Hall Spencer
Immediate Past President	Dr Gill Malin
Vice President Overseas	Prof. Hiroshi Kawai
Secretary	Francis Bunker
Treasurer	Dr Maeve Edwards
Membership Secretary	Dr Hilary Redden
Editor (joint) of the European Journal of Phycology	Profs. Christine Maggs and Juliet Brodie
Webmaster	Dr Andrew Davies
Student Representative	Amie Paris
Federation of European Phycological Societies (FEPS) Representative	Prof. Geoffrey Codd
Federation of European Microbiological Societies (FEMS) Representative	Prof. Paul Hayes
Meetings Secretary	Dr Clare Garchon
Editor of the Phycologist	Dr Jan Krokowski

Ordinary members: Christine Campbell, Dr. Martyn Kelly, Dr Jean-Luc Mouget, Dr. Brenda Parker, Dr. Rupert Perkins, Jo Wilbraham

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

246707

Principal address

Natural History Museum
Cromwell Road
London
SW7 5BD

Trustees

Prof J Lewis (appointed 7.1.20)
Dr NJD Slee (appointed 9.7.20)
Prof J M Hall-Spencer
Prof G J C Underwood
Dr M Edwards (resigned 17.12.20)
F Bunker
Dr H Redden
Prof M Cabral de Oliveira (appointed 1.1.20)

THE BRITISH PHYCOLOGICAL SOCIETY

**REPORT OF THE TRUSTEES
for the Year Ended 30 September 2019**

REFERENCE AND ADMINISTRATIVE DETAILS

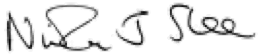
Independent Examiner

L M Griffiths & Co Limited
Chartered Certified Accountants
1&2 Merlins Court
Winch Lane
Haverfordwest
Pembrokeshire
SA61 1SB

CONCLUSION

In conclusion, I would like to thank all Council and Society members for their cooperation and support during this financial year.

Approved by order of the board of trustees on 20 April 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'NJD Slee'.

Dr NJD Slee - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE BRITISH PHYCOLOGICAL SOCIETY**

Independent examiner's report to the trustees of The British Phycological Society

I report to the charity trustees on my examination of the accounts of The British Phycological Society (the Trust) for the year ended 30 September 2019.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Paul Murray
ACCA
L M Griffiths & Co Limited
Chartered Certified Accountants
1&2 Merlins Court
Winch Lane
Haverfordwest
Pembrokeshire
SA61 1SB

Date: 22/04/2021

THE BRITISH PHYCOLOGICAL SOCIETY

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 30 September 2019**

	Notes	Unrestricted funds £	Restricted fund £	2019 Total funds £	2018 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		46,317	-	46,317	50,922
Investment income	2	831	-	831	676
Total		47,148	-	47,148	51,598
EXPENDITURE ON					
Charitable activities					
Charitable		30,530	400	30,930	29,942
Other		30,779	-	30,779	27,473
Total		61,309	400	61,709	57,415
NET INCOME/(EXPENDITURE)		(14,161)	(400)	(14,561)	(5,817)
RECONCILIATION OF FUNDS					
Total funds brought forward		168,039	2,794	170,833	176,650
TOTAL FUNDS CARRIED FORWARD		153,878	2,394	156,272	170,833

The notes form part of these financial statements

THE BRITISH PHYCOLOGICAL SOCIETY

BALANCE SHEET 30 September 2019

	Notes	Unrestricted funds £	Restricted fund £	2019 Total funds £	2018 Total funds £
CURRENT ASSETS					
Debtors	5	773	-	773	7,251
Cash at bank		<u>190,523</u>	<u>2,394</u>	<u>192,917</u>	<u>198,882</u>
		191,296	2,394	193,690	206,133
CREDITORS					
Amounts falling due within one year	6	<u>(37,418)</u>	-	<u>(37,418)</u>	<u>(35,300)</u>
NET CURRENT ASSETS		<u>153,878</u>	<u>2,394</u>	<u>156,272</u>	<u>170,833</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>153,878</u>	<u>2,394</u>	<u>156,272</u>	<u>170,833</u>
NET ASSETS		<u><u>153,878</u></u>	<u><u>2,394</u></u>	<u><u>156,272</u></u>	<u><u>170,833</u></u>
FUNDS	7				
Unrestricted funds				153,878	168,039
Restricted funds				<u>2,394</u>	<u>2,794</u>
TOTAL FUNDS				<u><u>156,272</u></u>	<u><u>170,833</u></u>

The financial statements were approved by the Board of Trustees and authorised for issue on 20 April 2021 and were signed on its behalf by:



Dr NJD Slec - Trustee

The notes form part of these financial statements

THE BRITISH PHYCOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 30 September 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. INVESTMENT INCOME

	2019	2018
	£	£
Deposit account interest	<u>831</u>	<u>676</u>

THE BRITISH PHYCOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 30 September 2019

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2019 nor for the year ended 30 September 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 September 2019 nor for the year ended 30 September 2018.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	50,922	-	50,922
Investment income	676	-	676
Total	51,598	-	51,598
EXPENDITURE ON			
Charitable activities			
Charitable	29,942	-	29,942
Other	27,473	-	27,473
Total	57,415	-	57,415
NET INCOME/(EXPENDITURE)	(5,817)	-	(5,817)
RECONCILIATION OF FUNDS			
Total funds brought forward	173,856	2,794	176,650
TOTAL FUNDS CARRIED FORWARD	168,039	2,794	170,833

THE BRITISH PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 30 September 2019

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Trade debtors	-	6,594
Other debtors	773	657
	<u>773</u>	<u>7,251</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	2018
	£	£
Other creditors	<u>37,418</u>	<u>35,300</u>

7. MOVEMENT IN FUNDS

	At 1.10.18 £	Net movement in funds £	Transfers between funds £	At 30.9.19 £
Unrestricted funds				
General fund	143,039	(11,652)	(2,509)	128,878
SMF	25,000	(2,509)	2,509	25,000
	<u>168,039</u>	<u>(14,161)</u>	<u>-</u>	<u>153,878</u>
Restricted funds				
Manton	2,794	(400)	-	2,394
	<u>170,833</u>	<u>(14,561)</u>	<u>-</u>	<u>156,272</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	47,148	(58,800)	(11,652)
SMF	-	(2,509)	(2,509)
	<u>47,148</u>	<u>(61,309)</u>	<u>(14,161)</u>
Restricted funds			
Manton	-	(400)	(400)
	<u>47,148</u>	<u>(61,709)</u>	<u>(14,561)</u>

THE BRITISH PHYCOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 30 September 2019

7. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.10.17 £	Net movement in funds £	Transfers between funds £	At 30.9.18 £
Unrestricted funds				
General fund	148,856	(3,368)	(2,449)	143,039
SMF	25,000	(2,449)	2,449	25,000
	<u>173,856</u>	<u>(5,817)</u>	<u>-</u>	<u>168,039</u>
Restricted funds				
Manton	2,794	-	-	2,794
	<u>2,794</u>	<u>-</u>	<u>-</u>	<u>2,794</u>
TOTAL FUNDS	<u>176,650</u>	<u>(5,817)</u>	<u>-</u>	<u>170,833</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	51,598	(54,966)	(3,368)
SMF	-	(2,449)	(2,449)
	<u>51,598</u>	<u>(57,415)</u>	<u>(5,817)</u>
TOTAL FUNDS	<u>51,598</u>	<u>(57,415)</u>	<u>(5,817)</u>

THE BRITISH PHYCOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 30 September 2019

7. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.17 £	Net movement in funds £	Transfers between funds £	At 30.9.19 £
Unrestricted funds				
General fund	148,856	(15,020)	(4,958)	128,878
SMF	25,000	(4,958)	4,958	25,000
	<hr/>	<hr/>	<hr/>	<hr/>
	173,856	(19,978)	-	153,878
Restricted funds				
Manton	2,794	(400)	-	2,394
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<hr/> <hr/> 176,650	<hr/> <hr/> (20,378)	<hr/> <hr/> -	<hr/> <hr/> 156,272

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	98,746	(113,766)	(15,020)
SMF	-	(4,958)	(4,958)
	<hr/>	<hr/>	<hr/>
	98,746	(118,724)	(19,978)
Restricted funds			
Manton	-	(400)	(400)
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<hr/> <hr/> 98,746	<hr/> <hr/> (119,124)	<hr/> <hr/> (20,378)

THE BRITISH PHYCOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 30 September 2019

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2019.

THE BRITISH PHYCOLOGICAL SOCIETY

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 30 September 2019

	2019 £	2018 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	-	70
Subscriptions	3,456	7,324
Journal profit share	42,861	41,879
Annual meeting	-	1,649
	<hr/>	<hr/>
	46,317	50,922
Investment income		
Deposit account interest	831	676
	<hr/>	<hr/>
Total incoming resources	47,148	51,598
EXPENDITURE		
Charitable activities		
Travel awards (S.M.F.)	2,509	2,449
Awards for courses, travel and summer bursary	7,108	5,893
Small grants	3,092	3,311
Hilda Canter-Lund award	250	500
Summer studentships	-	2,500
Algaebase sponsorship	3,000	2,500
Diatom Group	577	2,114
	<hr/>	<hr/>
	16,536	19,267
Other		
Journal	6,557	3,760
EJP Editors expenses	15,234	15,468
EJP Management Committee	341	687
The Phycologist	1,674	2,282
Council meeting	5,609	4,356
Biodiversity Committee expenses	1,364	920
	<hr/>	<hr/>
	30,779	27,473
Support costs		

This page does not form part of the statutory financial statements

THE BRITISH PSYCHOLOGICAL SOCIETY

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 30 September 2019**

	2019 £	2018 £
Support costs		
Other 3		
Sundries	1,294	-
Governance costs		
Website maintenance	278	593
Insurance	655	653
Executive Honouraria	5,250	5,250
Accountancy and legal fees	1,800	1,800
Society of Biology Subscriptions	635	635
FEMS subscription	286	412
FEPS subscription	1,018	491
Professional services	2,500	-
Bank charges	150	210
Credit card charges	528	631
	<hr/> 13,100	<hr/> 10,675
Total resources expended	<hr/> 61,709	<hr/> 57,415
Net expenditure	<hr/> (14,561)	<hr/> (5,817)

This page does not form part of the statutory financial statements