

## **FIELD STUDIES COUNCIL**

### **TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019**



**Inspiring everyone to be curious, knowledgeable,  
passionate and caring about our environment**



---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

---

**CONTENTS**

---

	Page
<b>Reference and administrative details of the company, its Trustees and advisers</b>	<b>1 - 3</b>
<b>Trustees' report</b>	<b>4 - 24</b>
<b>Independent Auditor's report on the financial statements</b>	<b>25 - 28</b>
<b>Statement of financial activities</b>	<b>29</b>
<b>Balance sheet</b>	<b>30</b>
<b>Statement of cash flows</b>	<b>31</b>
<b>Notes to the financial statements</b>	<b>32 - 63</b>
<b>Appendix A - FSC Learning Locations</b>	

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

---

<b>Trustees</b>	Dr K.Adams (until 14 June 2019) <sup>1</sup> Mr P.Airey (until 7 July 2020) <sup>1</sup> Mr P.W.Anderson <sup>2,3</sup> Mrs A.B.Bailey (until 10 March 2019) <sup>1</sup> Mr G.H.Brown, Honorary Treasurer <sup>2,3</sup> Dr C.Bucklow <sup>2</sup> Professor T.P.Burt, President Mr R.Cooke <sup>1</sup> Mrs A.Craig (from 10 March 2019) <sup>3</sup> Ms T.Duncan (until 4 July 2019) Professor P.Higgins, appointed Chair on 02/07/2020 <sup>1</sup> Dr N.Howden <sup>2</sup> Professor T.Hutchinson <sup>1</sup> Dr K.Kerr (until 6 February 2020) <sup>1</sup> Mr C.Lane <sup>1,3</sup> Professor R.Marrs <sup>2</sup> Mrs G.Miller <sup>1</sup> Mr J.Sissons <sup>2</sup> Mrs K.Somerville <sup>1</sup> Professor D.B.A.Thompson, Chair (until 2 July 2020) <sup>1</sup> Mr J.Thomson <sup>2</sup> Mr W.Rogers (until 12 June 2019) <sup>1</sup> Mrs J.White <sup>3</sup>  <sup>1</sup> Member of the Education Strategy Committee <sup>2</sup> Member of the Finance and Administrative Committee <sup>3</sup> Member of the Audit and Risk Management Committee
<b>Company number</b>	0412621
<b>Charity numbers</b>	313364 (England) and SC039870 (Scotland)
<b>Registered office</b>	Field Studies Council Preston Montford Shrewsbury Shropshire SY4 1HW

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**(CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

<b>Company secretary</b>	Samuel Karuhanga (appointed 4 July 2019, resigned 6 December 2019) Tersam Dhadwar (appointed 6 December 2019)
<b>Chief executive officer</b>	Mr J.M.Castle OBE
<b>Independent Auditors</b>	WR Partners Statutory Auditors Belmont House Shrewsbury Business Park Shrewsbury Shropshire SY2 6LG
<b>Solicitors</b>	Anthony Collins LLP 134 Edmund Street Birmingham B3 2ES  Veale Wasbrough Vizards LLP Barnards Inn 86 Fetter Lane London EC4A 1AD
<b>Senior management team</b>	Mr D.M.Bolland BSc, PGCE, Director of Infrastructure (resigned 20/05/2020) Mr M.Bolton BA, MA, Director of Policy and Commercial Development (resigned 31/08/2019) Mr A.Pratt BSc, Head of Group West Mr S.Ward BSc (Hons), MRes, FRGS, FRBS, Head of Group East Mr T.L.W.Foster BSc, MSc, PGCE, Head of Group North Ms S.Seivewright MA, Head of HR Mr S.Karuhanga BSc, MBA, FCCA, Director of Finance and Business Administration (resigned 6/12/19) Mr T.Dhadwar MBA, FCCA, Director of Finance and Business Administration (appointed 6/12/19)

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**(CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**President**

Professor T.P.Burt FAGU, FRGS

**Vice Presidents**

Dr A.H.Lavery OBE

Mr R.Lucas FRGS

Mr A.D.Thomas OBE

Professor D.B.A.Thompson FRSE, FCIEEM (from 2 July 2020)

**Honorary Vice-Presidents**

Mrs A Bailey BA (from 10 March 2019)

Mr J.A.Barker BSc, FZS,FLS

Sir C.Bonington CVO, CBE,DL

Mr R.S.Chapman MBE,MA,FCA

Mr M.H.Edwards BA,PGCE

Mr P.T.Gordon-Duff-Pennington OBE

Mrs J.Kean MBE

Mr C.K.Kington FRSA,FRGS

Mrs M.Peart OBE,BSc,PGCE

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

The Trustees of Field Studies Council ("FSC", the "Company" and the "Charity") present their report and the audited financial statements of the Company for the year 1st January 2019 to 31st December 2019. FSC's Trustees are Directors of FSC for company law purposes.

The report contains a strategic report as required by company law (consisting of the sections headed Achievements and Performance, and Financial Review) and includes on a combined basis the information required to be included in a Directors' report by company law and a Trustees' report by the Charities SORP (Statement of Recommended Practice). In this report events and statements relate to 2019, the year to which the report relates, unless otherwise stated or the context otherwise requires.

The Trustees confirm that the report and financial statements comply with current statutory requirements, the requirements of the Company's governing document, and the provisions of the Charities SORP 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 2019).

**Acknowledgement from the Board of Trustees**

The Board of Trustees take this opportunity to thank all staff, volunteers, partners and stakeholders for their continued efforts throughout 2019 to translate the Vision of FSC into a reality for so many people. It is this collaborative working that enables FSC to fulfil its mission to ***create outstanding opportunities that inspire everyone to engage with and care for the environment.***

**Objectives and activities**

**a. Policies and objectives**

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance "Public benefit: running a charity (PB2)".

**b. FSC's charitable purposes**

FSC's charitable purposes are set out in its Articles of Association and are in summary:

- to promote the benefit of the general public by the pursuit and encouragement of field studies in the arts and the sciences;
- to advance the education of the public in every kind of field work, and to establish, equip and maintain centres for field studies; and
- to promote the benefit of the general public by the protection and preservation of the environment.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Objectives and activities (continued)**

**c. Main activities undertaken to further the company's purposes for the public benefit**

Substantially all FSC's activities are undertaken to further its charitable purposes for the public benefit. In carrying out their duties, the Board of Trustees has had regard to the Charity Commission revised guidance on public benefit. This section and the details in the subsequent sections of this report set out the activities that are delivered for the public benefit.

FSC provided a wide variety of opportunities to conduct field studies, to learn about and engage in fieldwork, and to learn about and experience first-hand the benefits to the environment of sustainable practices, with its main focus being the provision of educational courses to school groups and university groups. FSC did so principally from its 19 (2018: 19) field studies centres where 380 of FSC's 433 employees are based (location details are given in note 14), of which 14 (2018: 14) centres had residential facilities. During 2019 FSC ceased to provide educational opportunities at FSC Kindrogan.

FSC encouraged fieldwork, contributed to the education of the public and promoted the protection and preservation of the environment by publishing a range of fieldwork related guides and other materials to encourage first-hand experiences for everyone from beginners at any age to subject specialists. Five of FSC's 433 employees worked in Publications.

FSC participated directly in the protection and preservation of the environment as manager of the Slapton Ley National Nature Reserve (NNR), on behalf of Wild Planet Trust which owns the Reserve. The Ley, a SSSI (Site of Special Scientific Interest), is the largest natural freshwater lake in south-west England and is separated from the sea by a 4km beach. Slapton Ley is the only place in the UK that the rare Strapwort plant can be found. The NNR is an important site for birds including Cetti's Warbler, Cirl Bunting and Great Crested Grebe. It is also home to mammals including otters and species of bats.

FSC encouraged field studies by helping to maintain and develop field studies in the United Kingdom. FSC published papers in its online Field Studies Journal, organised seminars and hosted talks, maintained and added to datasets, operated weather stations, provided work experience training to Higher Education Placement students (August 2019: 22 starters (2018: 21), and sourced and used funding to enable some young people to experience learning in the outdoors for the first time, and others to develop a deeper understanding of fieldwork.

**d. FSC declares Climate Emergency**

In July 2019 the FSC Trustees unanimously declared a Climate Emergency, recognising that at this critical time it is incumbent on those with expert environmental knowledge to spread the word that climate change is an existential threat.

FSC's concern for the environment and biodiversity is not new. For some time one of our four key values has been "Sustainability for the future: a commitment to the environment is at the heart of everything FSC does: how we run the charity, what people learn on our courses and through our publications."

In 2019 we continued to work towards reducing our own carbon emissions, cutting our reliance on fossil fuels and promoting healthy and sustainable eating habits amongst visitors and staff. By 2019 our carbon emissions had fallen by 34% compared to our 2011 benchmark. This is equivalent to 389 tonnes of carbon dioxide or driving one of our minibuses around the world 51 times. In 2011 98% of our energy use (excluding transport) came from fossil fuels. By investing in local, renewable energy production, and more recently managing heat loss at our centres, by 2019 we had reduced our reliance on fossil fuels to less than 50%. Our efforts to provide more sustainable meals were rewarded by a "Food For Life Served Here" Bronze Award from the Soil Association.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Objectives and activities (continued)**

**e. Other activities undertaken by FSC**

FSC as a charity has limited ability to engage in other activities. It does use its premises to provide holiday accommodation at times when that accommodation is not required for use in delivering FSC's charitable objectives: in 2019 income received from this source was £321,807 (2018: £123,486).

**f. Employees, Associate Tutors and volunteers**

FSC's workforce consists mainly of full and part time employees and is supplemented by self-employed associate tutors and volunteers (including the Trustees and Vice Presidents). The volunteers are important to FSC in relation to its governance and delivery of its charitable objectives. In 2019 FSC employed on average 433 people (2018: 510), approximately two-thirds full-time and one-third part time.

FSC employed more women than men, as at 5 April 2019 when the Gender Pay Gap Review was conducted. The differences between pay for men and women as reported for 2019 was Mean (average) 18.7% (2018: 20.8%) and Median (midpoint) 6.8% (2018: 8.5%).

**Employee engagement and interests**

Staff representatives are elected by employees generally to attend meetings of the Board of Trustees and Board Committees and at those meetings to represent the interests of employees and communicate their views on the business of the meeting. Changes to these arrangements were made in 2019 so that a single staff representative attends the relevant meeting, whereas before several representatives of different parts of the workforce attended. Meeting agenda and papers, save for confidential items, are made available to staff via FSC's intranet so that staff can give their views to the staff representative.

The new operational working groups first met in 2019. The groups involve managers and staff from across FSC, and in some cases trustees, in developing policy and considering and communicating change in the relevant subject area. Several groups were successors to previous committees. There were two new staff-related working groups, including a staff development working group, focusing initially on staff induction, training and culture and the development of a learning and development strategy, and an equality, diversity and inclusion working group, focusing initially on women in leadership and succession planning within FSC with a view to producing an agreed workforce strategy.

**Strategic report**

**Achievements and performance**

**a. Achievements and performance**

2019 was the final year of FSC's Vision 2020 "Inspiring Environmental Understanding through first-hand experience". The Vision had three aims: work with the widest range of learners, provide learning of the highest quality and ensure the charity's activities are sustainable.



---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Achievements and performance (continued)**

**b. Key performance indicators for the delivery of FSC's charitable purposes**

FSC's key performance indicators in this respect are:

	2019	2018
Learners – total	163,907	165,858
Learners – residential	73,250	72,812
Learners - day visits	90,657	93,046
Learners – subsidised	6,279	5,660
Bursary Fund expenditure	£66,911	£76,387
Kids Fund – expenditure	£9,881	£45,753
Learner hours	2.64m	3.11m
Visitor nights	183,899	212,088
Visitor days (non-residential only)	91,717	100,472
Publications sold	128,900	139,923

Learners are individuals who attended a course or event provided by FSC at an FSC residential field centre, one of our non-residential field centres, or a third-party location, at which FSC provided field studies opportunities. We calculate that working with partners enabled us to send out a further 64,138 (2018: 65,783) free resources to help people engage with their environment.

FSC aims to work with the widest range of learners with a view to creating benefit for the wider society as a whole. Some of the initiatives we have worked closely with are:

- the National Citizen Service (NCS) which is open to all 16-17 year olds;
- the Maternity Stream, an outreach project for asylum seeking and refugee women in Leeds;
- Visual Impairment projects;
- Nature Friendly Schools project;
- Our Bright Futures (specifically Growing Confidence and Green Futures).

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Achievements and performance (continued)**

**c. The impact of Covid-19 on FSC**

On 30th January 2020, the spread of the Novel Coronavirus (COVID-19) was declared a public health emergency by the World Health Organisation.

COVID-19 and the public health responses to the pandemic by the relevant authorities across the UK and by the general public have had a very significant adverse effect on the charity's financial position, to a degree not taken into account in the company's financial planning for 2020. As at the date these financial statements are approved for issue, management information forecasts a loss for 2020 of £8.0m.

The charity had a satisfactory start to 2020 operationally and financially. It drew down its new £2.2m secured loan facility, which refinanced the existing bank loan and provided an additional £1.5m to finance, in part, the first phase of the improvements at FSC Juniper Hall. But on 23rd March 2020 the charity's field centres closed to visiting learners and ceased many educational activities. Since then, there has been a low level of educational activity mostly online and since the beginning of July 2020 the opening of centres principally for staycation opportunities. There has been day visit field studies activity since the start of the 2020/21 academic year in various parts of the UK and there is a good level of interest in doing this during the remaining months of 2020, higher than the levels anticipated in the plan referred to below.

Many school and university group organisers remain committed to doing field studies, both residential and day visits, and have transferred their bookings to later in the year or into 2021. The charity continues to use the deposits paid as working capital. Some customers cancelled their bookings and, where appropriate, claimed under mandatory customer insurance arranged by the charity. The charity furloughed staff, at times up to two-thirds of the workforce. FSC acknowledges the government support provided by the Coronavirus Job Retention Scheme. As at 31st August 2020 £1.15m had been received under the scheme for claims made for April, May, June and July. Staff and the charity agreed reduced working hours and reduced pay, usually 80% of normal for the period 1st June to 31st July 2020. Other costs have not been incurred due to inactivity or have been reduced or deferred. No material additional costs have yet been incurred.

Additional bank finance has been organised although drawing is subject to pre-conditions: a £2.5m Coronavirus Business Interruption Loan Scheme (CBILS) secured loan repayable over six years and an increased secured overdraft from £500,000 to £1.0m, with an additional £0.3m in the first quarters of 2021 and 2022. Restated covenants for existing borrowing have been agreed. A workplace consultation has begun with a view to moving to a seasonal operating model from the existing all year operating model; it is expected that if implemented this major change will lead to a reduction in staff costs.

A business plan for survival to 2022 and recovery to 2025 was prepared and approved by the Trustees in July 2020, using 2019 performance as a base case, and building on the charity's history of operating on a cash positive basis before spending on capital improvements. The plan includes various covid-secure scenarios for the second half of 2020 and for the whole of 2021. It makes a central assumption that there will be little centre-based educational activity before April 2021, 75% of 2019 residential centre activity in the April to June 2021 period, and a return to activity levels equivalent to the same period in 2019 from the beginning of the 2021/22 academic year. It assumes that other new income streams will make a contribution in 2021 of 12% of anticipated income. The plan identifies in 2022 a continuing role for all the charity's field centres in use as at 23rd March 2020, albeit linked more to customer demand. A cashflow forecast for the period to the end of March 2022 has been produced and considered by the Trustees. Since the end of March 2020, the Finance & Administration Committee of the Board of Trustees has been meeting to monitor the company's position, usually twice a month but once in July when there was a full meeting of the Board.

---

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Achievements and performance (continued)**

**d. Providing learning of the highest quality**

This was one of FSC's three strategic objectives in 2019. Under this objective we seek to provide high-quality learning which exceeds learner expectations; to influence others in overcoming barriers to first-hand experience and to become the partner of choice for inspiring environmental understanding.

As part of this objective, we aim to match or exceed the customer expectations of over 90% of our learners. In the year under review, this was at 97%, consistent with the previous year. This satisfaction value is, for the most part, based upon the whole customer journey from enquiry to booking and including their experience during the learning activity.

The value of continuous improvement, particularly in times of change, is essential to underpin educational excellence and progress. In 2018 the FSC's internal quality assurance scheme, the beneficial Quality Badge Plus (QB+) was suspended. In preference, the new Quality Assurance standards have been developed throughout 2019 and will be introduced in 2020 including criteria that support health and wellbeing, and the degree to which our activities encourage opportunities for nature connection and reflection.

The measurement criteria have been informed by research completed by our PhD Researcher and will support efforts to raise the quality of every educational visit, in line with findings from pilot surveys at Slapton which indicated that students valued "connection to nature, personal social bonds and knowledge mastery". The quality of our teaching provision and our organisational credibility will also be supported by Young Minds Training for Academic Resilience in the Outdoors that will be provided for education staff in 2020.

Since 2017, FSC has carried out a health and safety shield audit at all sites and all but two of our locations are at gold, exceeding our benchmark target. The remaining two locations are both at the FSC required benchmark of silver.

**Getting people outdoors**

Despite much of the UK's political energy and focus in 2019 being directed at BREXIT, and the disruption caused by a general election, FSC continued to engage in and shape policy issues that impact on all areas of the FSC's Vision.

FSC has been able to make the most of the significant shifts in both political and public thinking that took place in 2019, adding not only a voice in the debate, but being able to demonstrate practical solutions to pressing issues. This has been seen in the growing understanding of the importance of connecting to nature for everyone and the multiple benefits it can provide for health, wellbeing and attainment. The increasing concerns over the climate and biodiversity emergencies and the demand, often from young people themselves, for more outdoor learning and better knowledge and understanding about our world has done much to underline the vital importance of high-quality outdoor learning in the real world. Ongoing concerns over disadvantage and attainment gaps and the need for education across the UK to address this, has provided the backdrop against which FSC continues to campaign to ensure that no child loses out on outdoor learning opportunities by embedding them as an essential part of their school experience.

The charity responded to government consultations and calls for evidence, but in doing so, continued to develop ways of working with other like-minded organisations and partners to provide a more effective and united voice on important issues. FSC also continued to play an active role in the large-scale partnership projects of which we are a member. In particular, FSC remains closely involved in the advocacy and lobbying events and activities of Our Bright Future.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Achievements and performance (continued)**

In 2019 FSC continued to input into the new Welsh Curriculum as a member of the stakeholder group and via the consultation on the final draft. FSC welcomed the way in which outdoor learning has been embedded across the six new Areas of Learning and Experience. In Scotland, FSC responded to a call for evidence relating to STEM education for 5-7-year-olds. In England, FSC continued to work on the development of a GCSE in Natural History, submitted evidence to the Character Advisory Group on the benefits of outdoor learning on character and resilience, and worked with others in the sector to respond to Ofsted's new inspection framework. This saw a welcome change in emphasis to inspecting the wider educational experience and the delivery of a broad and rich curriculum. In responding to the government Green Paper Advancing our Health, FSC was able to make the case for opportunities to connect with nature to be available for everyone and suggest ways in which public policy could change to ensure this. FSC also provided evidence for London's Green Spaces Commission regarding the role of parks and green spaces and demonstrating our work in London's parks and how such spaces are vital for education, as well as health and wellbeing. FSC responded to DEFRA's Net Gain consultation, providing suggestions and evidence on this key government policy of delivering biodiversity net gain via the planning system, highlighting the STEM and biodiversity skills that will be needed to deliver it.

FSC recognises that an increasing proportion of the population engages through virtual media. To remain abreast of changing habits, FSC launched a new customer-facing website in 2019, having listened to feedback from customers with whom we had engaged. The new website is significantly more user-friendly and makes the whole customer journey more enjoyable.

Developments around digital delivery have moved forward rapidly during 2019, with platforms developed and launched in early 2020.

Virtual media has enabled a much wider audience to access FSC resources and engage with us on their environmental education journey.

**e. Ensuring FSC's activities are sustainable**

Like most charities, we continue to face a challenging environment arising from the continuing austerity and cost increases. A significant increase in costs was the increase in employer contributions into the Teachers' Pension Scheme, introduced in September 2019, from 16.48% to 23.68%, something that cannot be passed onto customers in one year. In 2019 business continued to display a greater move towards a shorter delivery year, fueled by an increasing seasonal demand for the delivery of our core products as customers chose to visit in greater numbers from the months March to October. This trend is being addressed through a number of initiatives such as the development of a Virtual Learning Environment, new product development and diversification from the core product offering. These product developments, in conjunction with aligning our cost structure to the income trends and seasonal patterns, will continue to ensure that our activities are sustainable.

Early in 2018 FSC successfully achieved the standard for recognition as an Investor in People (IIP) in all nine indicators at the Developed Performance Level with a recommendation that, based on this assessment, there was potential for achieving higher levels of recognition in future IIP assessments. The 24-month catch-up with IIP is scheduled for September 2020, with the next full review due to take place in March 2021, in which FSC will be reassessed (timeline dependent upon COVID-19).

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Financial review**

**a. Key Financial Performance Indicators**

We are extremely grateful to all our supporters for their continued generosity and we are committed to ensuring our income is used efficiently, effectively and responsibly by making every pound count.

FSC's key performance indicators in this respect are:

	2019	2018
Surplus/(Deficit)	(293,804)	255,648
Income – total	17,191,964	18,873,267
Income - environment education courses	14,066,438	15,743,517
Expenditure – total	17,767,422	18,489,379
Expenditure – employees	9,977,040	10,987,310
Net current assets/(liabilities) at year end	(5,427)	(742,642)
Net assets at year end	21,607,954	21,901,758
Cash at year end	3,243,340	1,472,952
Employees – FTEs (annualised average)	287	360

Further information on financial performance is given in the Financial Review section below.

**Overview**

FSC's income is activity driven, derived mainly from payments made for its environmental education courses principally by school groups and university groups (2019: £14,066,438, 2018: £15,743,517). In a typical year, the courses income is greatest in the March to June and September to November periods. As a result, cash tends to be low in the first quarter and build up to a peak in late June and fall thereafter. FSC has an overdraft facility with Barclays Bank to fund its activities if necessary when cashflow is low: in 2019 the overdraft was not used. FSC's new booking system and new terms and conditions were first used for the full year in 2019, which contributed to more effective sales, improved rebooking rates and resulted in a significantly higher cash balance at the year end than in 2018 (2019: £3,243,340, 2018: £1,472,952). Most course income is derived from residential courses: the proportion of learning delivered through residential learning to-day delivery in 2019 was 67% residential and 33% day (2018 68% residential, 32% day).

FSC's expenditure is in contrast relatively steady month by month, being mainly staff costs and the costs of maintaining, operating and insuring FSC's estate. In 2019 a new contract was made for the supply of food to all centres and the model for bus and minibus operation was changed from owned to a leasing arrangement for new and most existing vehicles.

FSC does not have a significant endowment fund with which to finance its activities. To finance new developments and major maintenance, repairs and capital improvements, FSC relies on generating, over time, an annual surplus of income over expenditure. FSC does own many of its field centres, which leads to a significant annual depreciation charge (2019: £1,233,793, 2018: £667,565): their value to FSC and learners lies in the delivery of courses. The 2019 depreciation figure includes a one-off write-down in the value of FSC Kindrogan (Note 15). Over the ten years from 2010 FSC has improved the facilities at its centres by spending a mixture of cash balances and borrowing: in 2019 significant works were begun at FSC Juniper Hall (completed in June 2020). In 2019 several houses were identified as being available for sale and steps were taken to sell these. The sale of one property was agreed in 2019 and the proceeds of sale are included in Other Income.

During 2019, a new loan facility was agreed with Barclays Bank for £2.2m, £700k is to refinance an existing loan and the additional £1.5m is to part-fund the major refurbishment project at FSC Juniper Hall which was closed to customers in November 2019, with a resultant negative impact on course fee income.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Financial review (continued)**

**b. FSC's financial position at 31 December 2019**

Reserves and total net assets were £21.6m (2018: £21.9m) and net current liabilities were £5,427 (2018: £742,642). Fixed assets were £22.2m (2018: £23.3m): the reduction being due, principally, to regular depreciation, and in 2019, a write-down of £586k in the value of FSC Kindrogan following a decision to terminate its operation as a residential field centre. Current assets at £4.9m (2018: £2.1m) and current liabilities at £4.9m (2018: £2.8m) were both significantly higher due to increased levels of customer deposits for courses booked for 2020 and in the case of current assets a lower than usual level of expenditure on improving FSC's properties.

A number of key strategic decisions were actioned during 2019 which resulted in a negative impact on revenues. FSC Kindrogan in Scotland was closed to due to the increasing difficulty of maintaining a sustainable operation at the location. There were also expenditure savings which resulted from this closure. A proportion of the business was successfully transferred to FSC's remaining Scottish field centre at FSC Millport and further business transferred to FSC centres in the North of England.

FSC's operations in Northern Ireland were consolidated with the vacation of the rented location at FSC Derrygonnelly in the West and more emphasis given to the Tollymore site in the East.

For 2019 expenditure exceeded income by £575k (2018: surplus of £384k): this was £623k less than the 2019 budget of a surplus of £48k. Adjusted for the residential property sale at FSC Slapton, the FSC Kindrogan write-down and other non-recurring items, the underlying net deficit was £314k. Income was £17.2m (2018: £18.9m), which was some £245k below the 2019 budget: this lower level of income was principally due to a reduction in course fee income but does include the proceeds from the unbudgeted sale of a residential property. Expenditure was £17.8m (2018: £18.5m), £378k more than the 2019 budget, however, this includes the £586k additional depreciation charged to FSC Kindrogan in 2019.

**c. Going Concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that FSC has adequate resources to continue in operational existence for the foreseeable future which for this purpose means the period of twelve months from the date these financial statements are approved. For this reason they continue to adopt the 'going concern' basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in note 2.2 of the financial statements.

A course of actions was agreed at the 2nd July 2020 Board meeting to address specifically the operational challenges that have arisen due to the COVID-19 pandemic. Trustees are confident that the roadmap to recovery, agreed at that meeting, is sufficiently financially robust to safeguard FSC into 2022 and beyond.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Financial review (continued)**

**d. Reserves Policy**

The purpose of FSC's reserves policy is to ensure the stability of FSC's mission and ongoing operations and to provide a source of internal funds for organisational priorities which include looking to the future in investments or development and ensuring business continuity.

General funds (General Reserves) are held to manage strategic risks and day to day business continuity. The level of free reserves as measured by general funds excluding fixed assets and designated funds was £1.488m as at 31st December 2019 (2018: £1.055m). FSC holds a number of designated funds totaling £17.212m as at 31st December 2019: details are given in Note 22 to the Accounts. Total funds held in restricted funds are £2.908m (2018: £3.07m). These are held to be spent in line with funders' requirements.

**e. Material Investments Policy**

In 2015, an Investment Policy and accompanying guidance related to FSC's Financial Investments was written. From the beginning of 2016 the practice has been to place capital with an investment institution during the year after some rationalisation of cash holdings. Any spare resources are invested in ethical pooled funds to achieve a return of at least the rate of inflation so that resources are protected in real terms.

**f. The principal risks and uncertainties facing FSC**

The principal risks and uncertainties facing FSC as at the date of this report relate to the response to the COVID-19 pandemic by governments, FSC, our staff, suppliers and customers and includes the likely time period of a high level of controls to protect public health. These are considered separately in the section headed The Impact of COVID-19 on FSC.

In 2019 the major risks and uncertainties for FSC identified by Trustees were:

- the death of or serious injury to one or more FSC learners, employees, volunteers or other visitors;
- the significant proportion of FSC's annual receipts accounted for by income from educational courses at its residential centres and the sensitivity of this income to changes in public policy in education which remove or reduce the curriculum and public examination requirements to undertake field studies and changes to funding in education which restrict the ability of schools and others to undertake field studies;
- insufficient cashflow to conduct FSC's activities across the annual cycle; and
- inability to fund future investment out of funds built up by a regular annual excess of income over expenditure.

These continue to be major risks and uncertainties for FSC in 2020.

Constant close and caring attention to health and safety continues to be a key feature of FSC's culture and operations. FSC promotes a risk benefit approach to learning outdoors. This includes the following:

- a health and safety policy;
- detailed and regularly reviewed operational codes of practice (one of their principal purposes being to ensure compliance with applicable law);
- a behaviour code of conduct for learners;
- workforce training on induction and on a continuing basis;
- incident reporting including a new online reporting system introduced in 2019;

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Financial review (continued)**

- statutory licensing (eg by the Adventure Activities Licensing Authority) and inspections, industry body accreditation;
- regular specific good practice inspections by FSC staff and specialist contractors;
- senior management responsibility for health and safety and for identifying new requirements and emerging good practice in this area;
- employee and trustee engagement in detail in particular through the Operations, Health and Safety working group and before that the Health & Safety Committee;
- engagement by the Board of Trustees and since March 2019 the Board's Audit and Risk Management Committee and previously its Finance & Administration Committee;
- the LOTC Quality Badge scheme, which consider both learning and safety which provides accreditation to the "outdoor activities" sector in Great Britain. All FSC centres in Great Britain which were operational held a Quality Badge, and these were renewed in December 2019 for two years. The Council for Learning Outside the Classroom manages the scheme.

FSC champions the importance of field studies in the public arena through articles, media interviews and via the consultation process set up by government and other public bodies. It does so principally in the public interest, arguing that opportunities to experience nature first-hand along with its many benefits should be available for everyone. By engaging in the consultation process, FSC can help to prevent policies that may be detrimental to both field studies generally and FSC in particular.

FSC's Vision 2025, which was agreed in 2019, looks to diversify FSC's activities with a view to reducing its dependence on course income and to building up reserves for capital projects.

FSC's operational and financial systems manage FSC's cashflow. Earlier receipt of charges for courses in 2019, principally as a result of new terms of business and other improvements to collection procedures, contributed to improved cashflow.

A review of FSC's approach to risk management was completed in 2019. A new risk management policy was approved and a new risk register structure introduced. FSC measures risks at two levels, strategically and operationally, with risk registers compiled at organisational, regional and delivery location points, all providing a 360 degree feedback for risk management. The Board of Trustees established an Audit and Risk Management Committee; its role to assist and support the Board includes monitoring the performance of FSC's arrangements for the identification and assessment of opportunities and risks, and for risk mitigation and management, and being satisfied as to the level of assurance such arrangements provide.

**g. Financial Risk Management objectives and policies**

The Trustees have a risk management strategy comprising:

- A regular review of the principal risks and uncertainties that the charity faces;
- The establishment of policies, systems and procedures and controls to reduce or mitigate the risks identified, and
- The implementation and monitoring of procedures and controls designed to minimise or manage any potential impact should risks materialise.



---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Financial review (continued)**

**h. Members' liability**

FSC's Articles of Association provide that every member promises, if FSC is dissolved while they remain a member or within 12 months afterwards, to pay up to £1 towards the costs of dissolution and the liabilities incurred by FSC while they were a member. Only trustees are members of the company. As at 31st December 2019 there were 19 members of the company (2018:22).

**i. Section 172(1) statement**

How the Board complied with its Section 172 duty.

The Companies Act 2006 (CA2006) sets out a number of general duties which directors owe to the company. New legislation has been introduced to help stakeholders better understand how directors have discharged their duty to promote the success of the company, while having regard to the matters set out in section 172(1)(a) to (f) of the CA2006 (s172 factors). In 2019 the directors continued to exercise all their duties, while having regard to these and other factors as they reviewed and considered proposals from senior management and governed the company on behalf of its stakeholders through the FSC Board.

In the case of a charitable company, such as FSC, the charity trustees will normally be the directors of the company. Therefore, those references to directors in the regulations have been interpreted as applying to trustees of a charitable company.

The Board welcomes the new reporting requirement as an opportunity to explain how dialogue with stakeholders has informed and helped to shape its decisions.

In 2019, the Board engaged with the CEO and Senior Leadership Team to finalise the new Corporate Strategy for 2020–25. The strategy is evolutionary, building upon 75 years of our proud heritage as an environmental education charity. It recognises the catastrophic impact of external forces on our environment and lifestyles and that we must 'step up to the plate'. Our credentials for encouraging environmental understanding and closer relationships with nature are recognised and respected by those who share our values and passions but, through this strategy, we seek to do more and reach more.

The strategy recognises that our roots remain firmly in education and fieldwork, while responding to society's expectations. We aim to accomplish this through building upon our existing relationships, developing our value as a partner through increasing our commitment to understanding the needs of our customers and developing the value of our offer. We will do this through investing in our products, services and infrastructure along with building our internal capacity to ensure that we deliver outstanding experiences for those with whom we work.

**Delegation of Authority**

The Board believes governance of FSC is best achieved by delegation of its authority for the executive management of FSC to the CEO, subject to defined limits and monitoring by the Board. The Board monitors the delegation of authority, ensuring that it is regularly updated, while retaining ultimate responsibility.

The Board has adopted a corporate governance framework, which includes principles outlining:

- the Board's relationship with executive management and stakeholders;
- the conduct of affairs and the tasks and requirements for board committees; and
- the Board's focus on activities that enable it to promote stakeholders' interests, including development of strategy, monitoring of executive action and ongoing board and executive management succession.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Financial review (continued)**

We have reviewed our framework to ensure it is best suited to support the evolving strategy and FSC's purpose, ambition and aims.

1. **Organisational purpose:** pursuing FSC's purpose and accountability to stakeholders for the organisation's actions. This means focusing primarily on strategic issues, while having regard to environmental, economic, political and social issues and other relevant external factors which may influence or affect the development of FSC's aims and exemplify through the board principles, its expectations for the conduct of the FSC as an organisation and its employees.
2. **Strategy:** responsibility for establishing and reviewing the long-term strategy and the annual plan (the plan) for FSC, based on proposals made by the CEO for achieving FSC's purpose.
3. **Monitoring decisions and actions of the CEO and the performance of FSC:** including implementation of, and performance against, the strategy and the plan; and the exercise of authority delegated to the CEO. The Board satisfies itself that emerging and principal risks to FSC are identified and understood, systems of risk management, compliance and controls are in place to mitigate such risks and expected conduct of FSC's business and its employees is reflected in a set of values established by the CEO and senior leadership team.

The six specific factors, as defined by CA2006 (s172 factors) are:

A director of a company must act in the way he/she considers, in good faith, would be most likely to promote the success of the company for the benefits of its members as a whole, and in doing so have regard (amongst other factors) to factors (a) to (f):

- a. The likely consequences of any decision in the long term;
- b. The interests of the company's employees;
- c. The need to foster the company's business relationship with suppliers, customers and others;
- d. The impacts of the company's operations on the community and the environment;
- e. The desirability of the company maintaining a reputation for high standards of business conduct; and
- f. The need to act fairly as between members of the company.

The definition above is applied slightly differently to state: as a charity the duty of FSC's trustee directors is to act in the way he/she considers, in good faith, would be most likely to achieve FSC's charitable purposes for public benefit rather than promote the success of the company.

Key examples of how we have shown regard to these factors are:

- a. Development and adoption of the Strategy 2020–2025.  
Adoption of a revised risk management strategy.  
The declaration of a climate emergency.  
The decision to recruit a new Chair.
- b. Staff representation at all board and committee meetings  
Circulation of board and committee papers to all staff, prior to meetings, to enable all staff to contribute to the debate through the elected staff representative.  
The development of a new workforce strategy.  
The development of a new learning and development strategy.  
Regular engagement with staff to ensure all are informed of developments within FSC.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Strategic report (continued)**

**Financial review (continued)**

- c. Working collaboratively with key partners and stakeholders.  
Agreeing supply contracts with key suppliers to ensure a fair deal for all.  
Aiming to pay all suppliers within agreed timescales.  
Customer satisfaction surveys with an aim of continual improvement.  
Engagement in relevant consultations.  
Providing environmental education opportunities for all.
- d. Adoption of the 2020–2025 Strategy and Business Plan.  
The declaration of a climate emergency  
Carbon reduction targets.  
Socially responsible purchasing.
- e. Robust governance.  
Sustainability agenda.
- f. Stakeholder engagement.  
Balanced long-term decision making.

**Structure, governance and management**

**a. Status and Constitution**

FSC is a company limited by guarantee without a share capital. It was incorporated on 13th June 1946 and is registered in England and Wales under the Companies Act 2006 (Company Number 412621). It is the successor to The Council for the Promotion of Field Studies which was established in 1943. FSC did not have any operating subsidiary undertakings.

FSC is registered with the Charity Commission for England and Wales (number 313364) and with the Scottish Charity Regulator (number SC039870).

FSC's constitution and charitable objects, and the regulations concerning its management, are embodied in its Memorandum and Articles of Association. Company law reserves certain decisions to the company's members and as a charity FSC is not able to action certain decisions without the prior consent of the Charity Commission for England and Wales and OSCR.

FSC's Articles of Association, Annual Accounts and other legal filings are available for inspection through Companies House, the Charity Commission for England and Wales, and the Office of the Scottish Charity Regulator.

**Trustees, Officers and Advisers**

Details of FSC's Trustees, officers and advisers are set out on pages 1-2. Further information on current Trustees is given on FSC's website. On 31st December 2019 FSC had 19 Trustees (2018: 22 Trustees).

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Structure, governance and management (continued)**

**b. Appointment and reappointment of Trustees**

During 2019, we were pleased to welcome Amanda Craig as a new Trustee and Katherine Woods as a non-trustee member of the Board's new Audit and Risk Management Committee and to reappoint Gill Miller and Jenifer White as Trustees for a further term. In 2019 Kim Adams, Angela Bailey, Tara Duncan and Bill Rogers resigned as Trustees. To all we extend our thanks and to those who have ceased to be Trustees we are grateful for their contribution to the governance of FSC.

Appointments are for an initial term of six years and reappointments for a further term of three years. Under FSC's Articles of Association the maximum number of Trustees is 27 and the minimum is 12. FSC's Articles of Association provide that FSC shall normally operate on the principle that long-serving Trustees should not represent more than 25% of the total number of Trustees; long-serving meaning a person who has served as a Trustee for more than nine years, whether or not continuously. As at 31st December 2019 there were five long-serving Trustees representing 26% of the then trustees (2018 five and 24%). As at 16th September 2020, the date this Report was approved, there were four long-serving Trustees ie 25%. Responsibility for the recruitment of Trustees rests with the existing Trustees. The Board of Trustees has agreed a process whereby annually it identifies whether there is a need to appoint additional Trustees, having regard to the skills, experience and knowledge of continuing Trustees, and the skills, experience and knowledge likely to contribute to the effective operation of the Board. If appointments are to be made, it appoints a panel to find and identify candidates and recommend suitable candidates to the Board for appointment; posts must be advertised publicly. New Trustees will receive and agree to a letter of appointment. In 2019 letters of appointment were introduced for all Trustees.

In 2019 the Trustees initiated a search for a new Chair, looking to external candidates as well as existing Trustees. The panel was advised by Gatenby Sanderson Limited, leadership search consultants of 14 King Street, Leeds. On 2nd July 2020 Professor Peter Higgins, an existing Trustee, was appointed and except on this occasion, in 2019 Trustees did not initiate a search for a new Trustee for appointment in 2020.

**Induction and training of Trustees**

FSC's policy is to ensure that all new Trustees are provided with appropriate induction and training be it through documentation, a visit to a centre or Head Office or a relevant external course. Trustees are encouraged to play a part on committees or other working groups and to take a special interest in one aspect of the charity's organisation.

In 2019 a new Governance Handbook was introduced for use by all Trustees, staff representatives, and other members of Board committees. The Handbook gives information about FSC, and has sections on the role and conduct of an FSC Trustee and the business of the FSC Board.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Structure, governance and management (continued)**

**c. Organisational management and decision making**

The Board of Trustees governs FSC in accordance with applicable law and FSC's Articles of Association, and having regard to the guidance given or referred to in FSC's Governance Handbook, which includes the public benefit guidance published by the Charity Commission for England and Wales. The Governance Handbook was prepared having regard to the Charity Governance Code for larger charities (2017) and with other governance changes made in March 2019 applies many of the code's recommended practices to FSC's governance.

Since March 2019 the Board of Trustees has had three committees: an Audit & Risk Management Committee, an Education Strategy Committee, and a Finance & Administration Committee. In March 2019 the Audit & Risk Management Committee was created and the Chair's Committee, which had dealt with important matters between scheduled meetings of the Board, was discontinued. In March 2019 the terms of reference of the Education Strategy Committee and the Finance & Administration Committee were restated, and the Education Strategy Committee renamed from the Education Committee. As part of these changes the role of the staff representatives on the Board and its committees, a long-standing feature of FSC's governance arrangements, was revised: there is now one staff representative and a deputy for the Board and each Board committee, and for the Board committees the staff representative is a member of the committee.

The Board of Trustees and the Board committees meet regularly, usually at least three times in each calendar year, to seek to achieve FSC's charitable purposes for the public benefit, to set and promote FSC's Vision and Values, to consider strategy, performance and assurance, to prioritise the competing demands for resources to deliver FSC's Vision, to decide on operational and other matters reserved to the Board for decision and on operational matters referred to the Board by management, to ensure that FSC and its people, and the Board and its committees, are accountable for matters within their responsibility both externally and internally, and to safeguard and promote the reputation of FSC.

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**Structure, governance and management (continued)**

Information on the number of Board and Board committee meetings, and of trustee attendance, is given in the following table:

2019	2019 AGM	Board	Audit & Risk Management Committee <sup>1</sup>	Education Strategy Committee	Finance & Administration Committee
Number of meetings	1	3	2	3	5
<b>Trustees</b>					
Des Thompson (Chair)	1/1	3/3			2/5
Kim Adams <sup>3</sup>		1/1		2/2	
Paul Airey	1/1	2/3		2/3	
Peter Anderson <sup>4</sup>	1/1	3/3	2/2		1/1
Angela Bailey <sup>5</sup>		1/1			
Geoff Brown	1/1	2/3	1/2		3/5
Caroline Bucklow	0/1	1/3			4/5
Tim Burt <sup>6</sup>	1/1	3/3	1/1		4/5
Rob Cooke	1/1	3/3		1/3	
Amanda Craig <sup>7</sup>	1/1	2/2	2/2		
Tara Duncan <sup>8</sup>	1/1	2/2			
Pete Higgins	0/1	2/3		0/1	
Nicholas Howden <sup>9</sup>	0/1	2/3			1/5
Tom Hutchinson	1/1	2/3		1/2	
Karen Kerr	1/1	2/3		2/3	
Chris Lane	1/1	2/3		3/3	
Rob Marrs	1/1	3/3			3/5
Gill Miller	1/1	3/3		3/3	
Bill Rogers		1/1		0/1	
Jeff Sissons	1/1	3/3			5/5
Kim Somerville	0/1	2/3		1/3	
John Thomson	1/1	3/3			4/5
Jenifer White	1/1	3/3	2/2		
<b>Co-opted committee members</b>					
Katharine Woods			2/2		
<b>Attendance rate</b>	<b>80%</b>	<b>84%</b>	<b>92%</b>	<b>63%</b>	<b>68%</b>
<b>Notes</b> 1 The A&RM held its first meeting in June 2019 2 During 2019 certain Trustees also served as members of the OH&S and E&S Working Groups, and the new Chair Selection Group 3 Kim Adams, Board and committee member until 14 June 2019 4 Peter Anderson was on the F&A Committee before becoming Chair of the new A&RM Committee 5 Angela Bailey, Board and committee member until 10 March 2019 6 Tim Burt, as President, invited to A&RM meetings though not a member of the committee 7 Amanda Craig, Board and Committee member from 10 March 2019 8 Ms Duncan, Board and committee member until 4 July 2019 9 Nicholas Howden took parental leave following the birth of a child 10 Bill Rogers, Board and committee member until 12 June 2019					

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Structure, governance and management (continued)**

In March 2019 the Board of Trustees reserved certain matters for its own decision and decided which decisions can be delegated. Subject thereto, the Board of Trustees delegates operational responsibility and authority for FSC's day-to-day activities and delivery of the Vision and Values, to the Chief Executive and, through him, to FSC's staff. Day-to-day activities include responsibility for developing and maintaining policies and operating procedures. The Chief Executive is accountable to the Board, leads FSC's staff and ensures its resources are controlled and effectively administered. The Chief Executive has established a Senior Leadership Team which meets regularly; in addition, there are subject specific working groups with a wide range of employee participation from across FSC to develop and communicate good practice. In 2019 two Trustees were members of the working group concerned with operations, health and safety, and one Trustee was a member of the Environment and Sustainability working group.

**d. Arrangements for setting the pay and remuneration of FSC's key management personnel**

FSC operates a salary banding scale for all staff. Each post has incremental points relating to it; progression to the next point level depends on performance. The grade and corresponding salary for all staff is determined through a job evaluation exercise which is administered for FSC by an external specialist firm. This was last done in 2017. The amounts are revised each April for any cost of living increase or changes to the National Minimum Wage. The top scale point is 14.1 (2018:14.9) times the lowest scale point within a 51 point range.

The Board of Trustees decides on the starting point and progression of the Chief Executive's salary (this is currently delegated to the Chair). The Chief Executive decides on the starting point for new key management personnel, taking into account current market conditions, and decides on their progression to the next point level. The Chair conducts the annual appraisal of the Chief Executive and attends the annual appraisal meetings for key management personnel. The Trustees, at the Board or its Finance & Administration Committee, decide on any cost of living adjustments to the salary bandings. The paid key management personnel are identified in note 14 of the accounts

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Structure, governance and management (continued)**

**e. Relationships with other charities and organisations**

FSC works with other organisations, which are often charities themselves, to:

- promote outdoor learning generally and sustainable environmentally friendly practices, in particular the Council for Learning outside the Classroom (CLOtC), the Outdoor Education Advisers' Panel, and Fit for the Future;
- promote subjects which use fieldwork especially geography and biology, in particular the Geographical Association;
- deliver FSC-led fieldwork and environmental education in particular locations, including the City of London Corporation (Epping Forest), The Royal Parks, Neath Port Talbot Council (Margam Park Discovery Centre), the London Borough of Lewisham (Beckenham Place Park), and National Grid (Amersham and Bishop's Wood);
- deliver FSC-led specialist fieldwork opportunities funded by third party supporters, such as FSC BioLinks which is funded by the National Lottery Heritage Fund; and
- provide learning opportunities to beneficiaries of charities and other organisations and programmes which have a specific beneficiary focus, such as Our Bright Future.

In doing so, FSC's connection is more than simply being a supplier or customer. FSC's connection may take various forms including membership of the other organisation, overlapping trustees and executives, financial and other support, and regular consultation both formal and informal.

FSC is a member and corporate supporter of CLOtC. In 2019 FSC provided a registered office service to CLOtC, Kim Somerville was an FSC trustee and until 30 November 2019 the CLOtC chief executive, and Rob Lucas and Anthony Thomas were FSC Vice-Presidents and CLOtC trustees. In 2019 the value of transactions between FSC and CLOtC was £9,450.

Fit for the Future is an environmental sustainability network of charities, heritage organisations, cultural venues, public sector bodies and others which share climate friendly best practice and practical solutions. In 2019 Fit for the future recognised FSC's work to change the culture around environmental sustainability and climate change action, in its Gamechanger of the Year award.

FSC is a member and a strategic partner of the Geographical Association (GA), a charity furthering geographical knowledge and understanding through the promotion and dissemination of good practice in geographical teaching and learning. Gill Miller, an FSC trustee and member of GA Governing Body, became GA President for 2019-20. Nick Lapthorn, an FSC employee, was also a member of the GA Governing Body 2015-19, and GA President for 2017-18. As a strategic partner, FSC and GA work closely to mutual benefit. FSC has significant representation at the GA annual conferences through lectures, workshops and exhibition space. FSC resources are widely circulated through GA publications and CPD events, and GA advertises FSC activities through their website and social media channels. FSC paid £16,200 (2018: £14,000) to GA in 2019. The 5-year partnership was renegotiated in 2019 with an estimated annual cost to FSC of £13,200.

FSC works with the City of London Corporation to deliver education in Epping Forest. FSC Epping Forest opened in 1971 and was purpose-built by the City of London for FSC. 2019 was the last year in which the City of London provided direct grant support for the centre's activities. FSC and the City of London consult each other on the operation of the centre: the joint consultative committee met twice in 2019.



---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Structure, governance and management (continued)**

The FSC BioLinks project continues to be supported by the National Lottery Heritage Fund (NLHF). It is all about invertebrates and FSC provides subsidised identification training courses and various free events to help naturalists and biological recorders improve their identification and recording skills. The current project is due to continue into 2022. In 2019 it received £196,648 from the NLHF (2018: £163,252).

**Plans for future periods**

**FSC's Vision for 2025 - Leading Learning Outdoors**

In July 2019 the Board of Trustees agreed FSC's Vision for 2025, to guide FSC's strategy in the 2020 to 2025 period. The new Vision is Leading Learning Outdoors and inspiring everyone to be curious, knowledgeable, passionate and caring about our environment. In adopting the Vision, FSC seeks to do more and reach more. This Vision will be delivered by getting people outdoors, providing high-quality outdoor learning, advocating sustainability, and encouraging wellbeing. The Vision is a response to the challenges of the catastrophic impact of climate change and biodiversity loss on our environment, people and the planet, and was produced in a process involving FSC staff, users of FSC's services, and FSC's Trustees. Trustees later agreed a business plan and budget for 2020, to support and enable the delivery of the FSC Vision 2025.

**Employment of disabled persons**

FSC has detailed policies in relation to all aspects of personnel matters including an equal opportunities policy which establishes fair employment practices in the recruitment, selection, retention, training, career development and promotion of disabled staff.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' report including the Strategic report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to Auditors**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**Auditors**

The auditors, WR Partners, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees on 16 September 2020 and signed on their behalf by:

  
.....  
**Professor P.Higgins - Chairman**

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FIELD STUDIES COUNCIL**

---

**Opinion**

We have audited the financial statements of Field Studies Council (the 'charitable company') for the year ended 31 December 2019 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2019 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. We have been appointed as Auditor under S44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FIELD STUDIES COUNCIL (CONTINUED)**

---

**Material uncertainty related to going concern: Covid-19**

We draw attention to note 2.2 in the financial statements, which describes the challenges faced by the company as a result of the impact of Covid-19 after the balance sheet date.

As described in note 2.2 Covid-19 and the public health responses to the pandemic by the relevant authorities across the UK and by the general public have had a very significant adverse effect on the company's financial position and, as a result, management are forecasting a significant loss for 2020.

The company is in the process of sourcing a Coronavirus Business Interruption Loan Scheme facility of £2.5m to support working capital and are taking actions to reduce costs as part of its business plan for survival and recovery. The company's cashflow forecasts indicate that the plan will ensure that the company has adequate resources to enable it to meet its liabilities as they fall due for the foreseeable future.

As disclosed in note 2.2 the plans and forecasts make a central assumption for educational courses of little centre based activity before April 2021 with a proportion of residential centre activity income returning thereafter. The plan includes various Covid secure scenarios for the remainder of 2020 and the whole of 2021 that allow for the uncertain conditions under which the forecasts have been prepared.

The potential of further lockdown restrictions of such an extent that would prevent the company delivering its core income generating activities as planned over the next 12 months could result in events representing a material uncertainty that may cast significant doubt on the company's ability to continue as a going concern.

Our opinion is not modified in respect of this matter.

**Other information**

The Trustees are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditor's report thereon. We have been appointed as Auditor under S44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

---

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FIELD STUDIES COUNCIL (CONTINUED)**

---

**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report including the Strategic report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report and the Strategic report have been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report including the Strategic report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 require us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

---

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

---

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF FIELD STUDIES COUNCIL (CONTINUED)**

---

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as Auditor under S44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. We have been appointed as Auditor under S44(1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



**John Fletcher BA FCA (Senior Statutory Auditor)**

for and on behalf of

**WR Partners**

Statutory Auditors

Belmont House

Shrewsbury Business Park

Shrewsbury

Shropshire

SY2 6LG

Date: 23 October 2020

WR Partners are eligible to act as Auditors in terms of section 1212 of the Companies Act 2006.

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2019**

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Income from:</b>					
Donations and legacies	4	58,495	355,159	413,654	817,135
Charitable activities	5	15,579,026	-	15,579,026	17,052,531
Other trading activities	6	488,015	-	488,015	600,773
Investments	7	17,918	1,386	19,304	9,116
Other income	8	691,965	-	691,965	393,712
<b>Total income</b>		<b>16,835,419</b>	<b>356,545</b>	<b>17,191,964</b>	<b>18,873,267</b>
<b>Expenditure on:</b>					
Raising funds	9	508,054	-	508,054	113,350
Charitable activities	10	16,731,133	528,235	17,259,368	18,376,029
<b>Total expenditure</b>		<b>17,239,187</b>	<b>528,235</b>	<b>17,767,422</b>	<b>18,489,379</b>
Net gains/(losses) on investments		273,734	7,920	281,654	(128,240)
<b>Net expenditure</b>		<b>(130,034)</b>	<b>(163,770)</b>	<b>(293,804)</b>	<b>255,648</b>
Transfers between funds	22	1,386	(1,386)	-	-
<b>Net movement in funds</b>		<b>(128,648)</b>	<b>(165,156)</b>	<b>(293,804)</b>	<b>255,648</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		18,828,296	3,073,462	21,901,758	21,646,110
Net movement in funds		(128,648)	(165,156)	(293,804)	255,648
<b>Total funds carried forward</b>		<b>18,699,648</b>	<b>2,908,306</b>	<b>21,607,954</b>	<b>21,901,758</b>

The Statement of financial activities includes all gains and losses recognised in the year.


The notes on pages 32 to 63 form part of these financial statements.

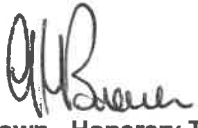
**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2019**

	Note	2019 £	2018 £
<b>Fixed assets</b>			
Tangible assets	16	20,266,969	21,651,089
Investments	17	1,926,889	1,637,569
		<u>22,193,858</u>	<u>23,288,658</u>
<b>Current assets</b>			
Stocks	18	160,602	164,636
Debtors	19	1,524,508	427,722
Cash at bank and in hand		3,243,340	1,472,952
		<u>4,928,450</u>	<u>2,065,310</u>
Creditors: amounts falling due within one year	20	<u>(4,933,877)</u>	<u>(2,807,952)</u>
<b>Net current liabilities</b>		<b>(5,427)</b>	<b>(742,642)</b>
<b>Total assets less current liabilities</b>		<b>22,188,431</b>	<b>22,546,016</b>
Creditors: amounts falling due after more than one year	21	<u>(580,477)</u>	<u>(644,258)</u>
<b>Net assets</b>		<b>21,607,954</b>	<b>21,901,758</b>
<b>Total net assets</b>		<b>21,607,954</b>	<b>21,901,758</b>
<b>Charity funds</b>			
Restricted funds	22	2,908,306	3,073,462
Unrestricted funds	22	18,699,648	18,828,296
<b>Total funds</b>		<b>21,607,954</b>	<b>21,901,758</b>

The financial statements were approved and authorised for issue by the Trustees on 16 September 2020 and signed on their behalf by:

  
Professor P.Higgins - Chairman

  
Mr G.H.Brown - Honorary Treasurer

The notes on pages 32 to 63 form part of these financial statements.



**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

	Note	2019 £	2018 £
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	25	2,106,752	2,194,485
<b>Cash flows from investing activities</b>			
Dividends, interests and rents from investments		19,304	14,869
Purchase of tangible fixed assets		(285,685)	(1,338,408)
Proceeds from sale of investments		-	767,114
Purchase of investments		(7,664)	(324,389)
<b>Net cash used in investing activities</b>		(274,045)	(880,814)
<b>Cash flows from financing activities</b>			
Repayments of borrowing		(62,319)	(65,795)
<b>Net cash used in financing activities</b>		(62,319)	(65,795)
<b>Change in cash and cash equivalents in the year</b>		1,770,388	1,247,876
Cash and cash equivalents at the beginning of the year		1,472,952	225,076
<b>Cash and cash equivalents at the end of the year</b>	26	3,243,340	1,472,952

The notes on pages 32 to 63 form part of these financial statements

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**1. General information**

Field Studies Council (the "company") is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the second edition of 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) issued in October 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Field Studies Council meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**2. Accounting policies (continued)**

**2.2 Going concern**

The Trustees assess whether the use of going concern is appropriate and whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements.

Covid-19 and the public health responses to the pandemic by the relevant authorities across the UK and by the general public have had a very significant adverse effect on the company's financial position. As at the date these financial statements are approved for issue, management information forecasts a loss for 2020 of £8m.

In considering the appropriateness of the going concern basis of preparing the accounts the Trustees have considered the business plan for survival to 2022 and recovery to 2025 prepared and approved by the Trustees in July 2020. The plan was prepared using 2019 performance as a base case, and building on the company's history of operating on a cash positive basis before spending on capital improvements. The plan includes various Covid Secure scenarios for the second half of 2020 and for the whole of 2021 and makes a central assumption on educational courses of little centre based activity before April 2021, 75% of 2019 residential centre activity in the April to June 2021 period, and a return to activity levels equivalent to the same period in 2019 from the beginning of the 2021/22 academic year, and on other new income streams that they together will make a contribution in 2021 of 12.5% of anticipated income. The plan identifies in 2022 a continuing role for all the company's field centres in use as at 23 March 2020, albeit more linked to demand.

A cashflow forecast for the period to the end of March 2022 has been produced and considered by the Trustees. Since the end of March 2020 the Finance & Administration Committee of the Board of Trustees has been meeting to monitor the company's position, usually twice a month (once in July when there was a meeting of the Board).

Based on requirements identified in the plan and the cashflow forecast additional bank finance has been organised (drawing is subject to pre-conditions): a £2.5m Coronavirus Business Interruption Loan Scheme (CBILS) secured loan repayable over six years and an increased secured overdraft (to £1m from £500,000, with an additional £0.3m in the first quarters of 2021 and 2022). Restated covenants for existing borrowing have been agreed. A workplace consultation has also begun with a view to reducing staff costs.

The Trustees acknowledge the uncertain conditions under which the forecasts have been prepared and accordingly have considered various scenarios in preparing them. In all but the remote scenario that there is no income generating activities in the organisation until August 2021 the Trustees consider that on receipt of the CBILS loan the company will have adequate resources to enable it to meet its liabilities as they fall due for the foreseeable future.

Based on the Trustees' expectation of receipt of the CBILS loan in October 2020 and the key assumptions included in the business plan noted above, the Trustees have a reasonable expectation that the company has adequate resources to continue in operation existence for the foreseeable future which for this purpose means the period of twelve months from the date these financial statements are approved. Therefore, the Trustees continue to adopt the going concern basis of accounting in preparing these financial statements.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**2. Accounting policies (continued)**

**2.3 Income**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as contingent asset and disclosed if material.

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations including support costs and costs relating to the governance of the company apportioned by charitable activities.

**2.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**2. Accounting policies (continued)**

**2.6 Foreign currencies**

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at rates of exchange ruling at the reporting date.

Transactions in foreign currencies are translated into sterling at the rate ruling on the date of the transaction.

Exchange gains and losses are recognised in the statement of financial activities.

**2.7 Taxation**

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**2.8 Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of the fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities (incorporating income and expenditure account).

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful life on the following bases:

Freehold property	- Straight line over 50 years
Long-term leasehold property	- Straight line over the terms of the lease
Scientific equipment	- Straight line over 3-10 years
Motor vehicles and boats	- Straight line over 5 years
Furniture and equipment	- Straight line over 3-10 years

**2.9 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the statement of financial activities.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**2. Accounting policies (continued)**

**2.10 Stocks and work in progress**

Stocks and work in progress are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

**2.11 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**2.12 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.13 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

Fees received in advance (deferred income) are carried forward into the accounting period in which the courses take place.

**2.14 Financial instruments**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.15 Operating leases**

Rentals paid under operating leases are charged to the statement of financial activities incorporating income and expenditure account on a straight line basis over the lease.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**2. Accounting policies (continued)**

**2.16 Pensions**

The company participates in four pension schemes. The assets of these schemes are held separately from those of the company in independently administered funds.

There is a defined contribution scheme, usually but not exclusively for non-teaching staff. The pension charge represents the contributions payable by the company to the fund in respect of the year. Employee contributions rates for the year were 7.4% and employer contributions were 13%.

The company's staging date for Auto-Enrolment was 1 November 2013. FSC established a scheme with Nest in April 2013 from which time it was open to employees. Current contributions are set at 1% gross for employees and 1% for employers.

The company also participates in the Teacher's Pension Scheme for its teaching staff. This is an unfunded multi-employers defined benefit pension scheme and it is not possible or appropriate to identify the assets and liabilities of the scheme attributable to the company. During the year the employer contribution rate was 16.48%, employee contribution rates ranged from 7.4% to 11.7% on a tiered rate dependent on contributory salary. The next revision is not expected until April 2019 based on a 31 March 2016 valuation.

From 31 March 2016 FSC was admitted as a participating employer within the Worcestershire County Council Pension Fund, itself part of the Local Government Pension Scheme. This scheme is only open to the employees of Bishops Wood, who transferred into FSC's employment on that date. The FSC has no liability for any past service before 31 March 2016. An actuarial valuation took place at 31 March 2016 of the whole scheme and in respect of each employer. As at 31 March 2016 the funding level was 100% and there was no actuarial surplus or deficit. Employer contributions are made in line with the Employer Future Service rate which has been 22.3%. The employee rate averages 5.5%. All benefits are based on career average earnings.

**2.17 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**3. Critical accounting estimates and areas of judgment**

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The company do not have any estimates or have made assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

**4. Income from donations and legacies**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Donations and Grants</b>				
General Donations	58,495	5,109	63,604	171,245
Big Lottery Open Air Laboratories (Schools)	-	-	-	15,460
Amersham Castlefield & Haydon Abbey	-	-	-	1,616
Young Darwin Scholarship Fund	-	8,294	8,294	13,602
Heritage Lottery Fund Biolinks	-	207,863	207,863	290,655
Get Inspired Outdoors	-	-	-	12,904
Growing Confidence Project	-	26,715	26,715	32,223
Environmentalists for the Future	-	-	-	6,599
Wildflower Bursary	-	630	630	374
Flatford Mill Natural History Bursary	-	-	-	1,624
Science Camps	-	-	-	230
Kids Fund	-	37,892	37,892	70,603
Juniper Hall Fundraising Appeal	-	55,295	55,295	200,000
Taiwan Forestry Bureau	-	7,822	7,822	-
Nature Friendly Schools	-	5,539	5,539	-
<b>Total 2019</b>	<b>58,495</b>	<b>355,159</b>	<b>413,654</b>	<b>817,135</b>
<b>Total 2018</b>	<b>108,228</b>	<b>708,907</b>	<b>817,135</b>	



**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**5. Income from charitable activities**

	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Environmental Education	14,076,317	14,076,317	15,743,517
Educational Publications	393,450	393,450	398,498
Projects & Partnerships	614,629	614,629	536,919
Transport	357,142	357,142	373,597
Other Services	137,488	137,488	-
<b>Total 2019</b>	<b>15,579,026</b>	<b>15,579,026</b>	<b>17,052,531</b>
<i>Total 2018</i>	<i>17,052,531</i>	<i>17,052,531</i>	

**6. Income from other trading activities**

**Income from non charitable trading activities**

	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Shops	52,905	52,905	66,072
Bar	77,644	77,644	79,980
Maps and Other Publications	8,052	8,052	6,401
Other Services	-	-	296,160
Accommodation	349,414	349,414	152,160
	488,015	488,015	600,773
<i>Total 2018</i>	<i>600,773</i>	<i>600,773</i>	

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**7. Investment income**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Income from Investments	3,408	1,386	4,794	4,339
Bank Interest Received	14,510	-	14,510	4,777
	<u>17,918</u>	<u>1,386</u>	<u>19,304</u>	<u>9,116</u>
<i>Total 2018</i>	<u>8,021</u>	<u>1,095</u>	<u>9,116</u>	

**8. Other incoming resources**

	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Rentals Receivable	255,078	255,078	327,451
VAT Recovered	52,120	52,120	63,074
Surplus on Disposal of Fixed Assets	384,767	384,767	3,187
	<u>691,965</u>	<u>691,965</u>	<u>393,712</u>
<i>Total 2018</i>	<u>393,712</u>	<u>393,712</u>	

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**9. Expenditure on raising funds**

**Other trading expenses**

	Unrestricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Shops	33,967	33,967	48,826
Bar	47,959	47,959	53,326
Maps & Other Publications	7,288	7,288	11,198
Accommodation	396,640	396,640	-
Trading Staff Costs	22,200	22,200	-
	<u>508,054</u>	<u>508,054</u>	<u>113,350</u>
<i>Total 2018</i>	<u>113,350</u>	<u>113,350</u>	

**10. Analysis of expenditure on charitable activities**

**Summary by fund type**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Environmental Education	16,331,409	219,947	16,551,356	17,626,975
Educational Publications	332,813	-	332,813	350,550
Designated Funds	66,911	-	66,911	76,387
Restricted Funds	-	308,288	308,288	322,117
	<u>16,731,133</u>	<u>528,235</u>	<u>17,259,368</u>	<u>18,376,029</u>
<i>Total 2018</i>	<u>18,053,912</u>	<u>322,117</u>	<u>18,376,029</u>	

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**11. Analysis of expenditure by activities**

	Activities undertaken directly 2019 £	Support costs 2019 £	Total funds 2019 £	Total funds 2018 £
Environmental Education	13,711,326	2,840,030	16,551,356	17,626,975
Educational Publications	332,450	363	332,813	350,550
Designated Funds	66,911	-	66,911	76,387
Restricted Funds	308,288	-	308,288	322,117
	<u>14,418,975</u>	<u>2,840,393</u>	<u>17,259,368</u>	<u>18,376,029</u>
<i>Total 2018</i>	<u>15,568,747</u>	<u>2,807,282</u>	<u>18,376,029</u>	

**Analysis of direct costs**

	Environmental Education 2019 £	Educational Publications 2019 £	Projects & Partnerships 2019 £	Transport 2019 £	Total funds 2019 £	Total funds 2018 £
Staff costs	7,973,688	135,069	-	118,703	8,227,460	9,458,567
Depreciation	1,544,577	4,199	-	-	1,548,776	979,490
Courses	712,912	23	66,911	189,585	969,431	1,648,629
Publications	-	120,066	-	-	120,066	125,793
Projects	-	-	-	-	-	135,476
Travel and Transport	564,121	2,342	-	-	566,463	489,038
Equipment and Property	1,730,997	24,616	-	-	1,755,613	1,670,150
Office and Miscellaneous	961,025	46,135	-	-	1,007,160	853,563
Marketing and Publicity	224,006	-	-	-	224,006	208,041
	<u>13,711,326</u>	<u>332,450</u>	<u>66,911</u>	<u>308,288</u>	<u>14,418,975</u>	<u>15,568,747</u>
<i>Total 2018</i>	<u>14,819,877</u>	<u>350,366</u>	<u>76,387</u>	<u>322,117</u>	<u>15,568,747</u>	

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

**11. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Environmental Education 2019 £	Educational Publications 2019 £	Total funds 2019 £	Total funds 2018 £
Staff costs	1,727,380	-	1,727,380	1,528,743
Depreciation	47,945	-	47,945	52,287
Courses	91,994	-	91,994	206,075
Travel and Transport	64,414	-	64,414	100,634
Equipment and Property	34,359	-	34,359	61,838
Office and Miscellaneous	764,918	363	765,281	751,630
Educational Development	6,206	-	6,206	30,009
Loan Interest Payable	26,456	-	26,456	23,985
Governance costs	76,358	-	76,358	52,081
	<u>2,840,030</u>	<u>363</u>	<u>2,840,393</u>	<u>2,807,282</u>
<i>Total 2018</i>	<u>2,807,098</u>	<u>184</u>	<u>2,807,282</u>	

**12. Auditor's remuneration**

	2019 £	2018 £
Fees payable to the company's Auditor for the audit of the company's annual accounts	<u>24,150</u>	<u>22,920</u>

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**13. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2018 - £NIL).

23 Trustees received reimbursement of expenses amounting to £21,594 (2018 - 21 Trustees £23,614).

In addition to this, other committee expenses were incurred of £23,384 (2018 - £5,547) and the directors and officers liability insurance paid in the year was £2,464 (2018 - £2,464).

The key management personnel of the company include the Trustees.

**14. Analysis of staff costs**

	2019 £	2018 £
Wages and salaries	8,318,207	9,392,935
Social security costs	792,209	720,841
Contributions to pension schemes	866,624	873,534
	<u>9,977,040</u>	<u>10,987,310</u>

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**14. Analysis of staff costs (continued)**

Included within the above staff costs, there are redundancy costs of £'nil (2018: £152,145). In the event that after the Balance sheet date the company terminates the employment of any of its staff. It may be obligated to pay wages and salaries during the relevant notice period and in appropriate cases make redundancy payments, no amount is included in creditors as a liability in respect of these obligations.

**Number of employees**

The average number of persons employed by the company during the year was as follows:

	<b>2019</b>	<b>2018</b>
	<b>No.</b>	<b>No.</b>
Amersham Field Centre	5	5
Blencathra Field Centre	26	28
Bishops Wood Centre	7	12
Castle Head Field Centre	25	35
Dale Fort Field Centre	16	17
Derrygonnelly Field Centre & Tollymore Field Centre	3	4
Epping Forest Field Centre	14	15
Flatford Mill Field Centre	29	37
Juniper Hall Field Centre	38	40
Kindrogan Field Centre	3	19
FSC London Projects	-	1
Malham Tarn Field Centre	21	24
Margam Park Discovery Centre	24	27
Millport Field Centre	27	24
Nettlecombe Court, The Leonard Wills Field Centre	32	31
Orielton Field Centre	18	24
Preston Montford Field Centre	29	37
Rhyd-y-Creiau, The Drapers Field Centre	26	29
Slapton Ley Field Centre	37	42
Head Office	48	54
Publications Unit	5	5
	<b>433</b>	<b>510</b>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**14. Analysis of staff costs (continued)**

Average headcount expressed as a full time equivalent (the difference between the average number of employees and the full time equivalent is explained by the number of part-time staff who make up approximately one-third of the total head count):

	<b>2019</b>	<b>2018</b>
	<b>No.</b>	<b>No.</b>
Teaching staff	<b>105</b>	<b>164</b>
Hospitality and Administration staff	<b>182</b>	<b>196</b>
	<b>287</b>	<b>360</b>

**Employees paid more than £60,000**

The number of employees whose employee benefits (which for this purpose is required to exclude employer pension costs and employer national insurance contributions) exceeded £60,000 was:

	<b>2019</b>	<i>Restated</i> <b>2018</b>
	<b>No.</b>	<b>No.</b>
In the band £60,001 - £70,000	<b>1</b>	<b>6</b>
In the band £70,001 - £80,000	<b>3</b>	<b>1</b>
In the band £80,001 - £90,000	<b>1</b>	<b>1</b>
In the band £110,001 - £120,000	<b>1</b>	<b>-</b>
In the band £140,001 - £150,000	<b>-</b>	<b>1</b>

The 2018 information in the banding table above has been restated to exclude employer pension costs which should not have been included (this has led to fewer employees being included in the table for 2018) and to include expenses paid by the company on behalf of a new employee incurred in connection with relocating so as to work at the location required by the company. To the extent those expenses were a taxable benefit to the employee, the company paid £30,055 for tax direct to HMRC. It also paid HMRC £10,970 for national insurance contributions in respect of the benefits received. These amounts are not included in the restated banding amounts for 2018 shown above.

In 2019 and 2018 the Chief Executive was the company's highest paid employee and in 2019 in addition to the amounts referred to above the company paid contributions towards his pension of £3,131 (2018-£1,576). All the other employees shown in the table were key management personnel in 2018 and 2019: 3 key management personnel were not included in the table as their benefits for the purposes of the table were below the £60,000 threshold. In 2019 and 2018 the company paid contributions towards the pensions of the other key management personnel referred to in the table of either 13% or 16.48% (increasing to 23.68% from 01/09/2019) of salary. Information on the job titles of the paid key management personnel and the aggregate benefits paid to them as a group are given in the following paragraph.



---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**14. Analysis of staff costs (continued)**

**Remuneration and benefits received by key management personnel**

The key management personnel of the company comprise the Trustees and the following members of staff; the Chief Executive, Director of Infrastructure, Director of Finance, Director of Policy and Commercial Development, Head of Group - North, Head of Group - West, Head of Group - East, and the Head of Human Resources. The total employee benefits (including employer pension costs, benefits in kind employer national insurance contributions) of the paid key management personnel were £672,690 (2018: £816,552). The number of the staff key management personnel decreased in the year due to staff changes within the company. Information on payments to the Trustees is given in note 13.

**15. Exceptional items**

	2019 £	2018 £
Impairment of fixed assets	<u>585,655</u>	<u>-</u>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**16. Tangible fixed assets**

	Freehold property £	Long-term leasehold property £	Plant and machinery £	Motor vehicles £	Fixtures and fittings £	Total £
<b>Cost or valuation</b>						
At 1 January 2019	20,269,408	5,953,208	589,310	1,199,213	2,038,177	30,049,316
Additions	8,268	63,400	45,317	-	168,700	285,685
Disposals	(31,330)	(10,290)	(55,842)	(825,143)	(119,621)	(1,042,226)
At 31 December 2019	<u>20,246,346</u>	<u>6,006,318</u>	<u>578,785</u>	<u>374,070</u>	<u>2,087,256</u>	<u>29,292,775</u>
<b>Depreciation</b>						
At 1 January 2019	3,798,485	2,094,474	483,475	964,309	1,057,484	8,398,227
Charge for the year	439,137	209,001	62,448	66,665	226,596	1,003,847
On disposals	(18,830)	(3,071)	(55,292)	(783,971)	(100,759)	(961,923)
Impairment charge	585,655	-	-	-	-	585,655
At 31 December 2019	<u>4,804,447</u>	<u>2,300,404</u>	<u>490,631</u>	<u>247,003</u>	<u>1,183,321</u>	<u>9,025,806</u>
<b>Net book value</b>						
At 31 December 2019	<u>15,441,899</u>	<u>3,705,914</u>	<u>88,154</u>	<u>127,067</u>	<u>903,935</u>	<u>20,266,969</u>
At 31 December 2018	<u>16,470,923</u>	<u>3,858,734</u>	<u>105,835</u>	<u>234,904</u>	<u>980,693</u>	<u>21,651,089</u>

On 29 November 2019 the company created a charge in favour of Barclays Bank plc which was registered at Companies House on 17 December 2019. It contains a fixed charge covering the freehold land at Slapton, Kingsbridge; Whitegates, Wood Lane, Slapton, and Slapton Ley Field Centre, Sands Road, Slapton, Kingsbridge.

Prior to that date Barclays Bank plc had a debenture covering all of the property or undertaking of the company (this was released on 6 December 2019) and a specified charge on the property at Blencathra Field Centre, Threlkeld, Cumbria (this remains in place).

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**17. Fixed asset investments**

	Listed investments £
<b>Cost or valuation</b>	
At 1 January 2019	1,637,571
Additions	7,664
Revaluations	281,654
<b>At 31 December 2019</b>	<b>1,926,889</b>
<b>Net book value</b>	
<b>At 31 December 2019</b>	<b>1,926,889</b>
<i>At 31 December 2018</i>	<i>1,637,571</i>

Investment in wholly owned dormant subsidiary company, not consolidated as not material (FSC Consultancy Services, company number 02746466, net assets £2).

**18. Stocks**

	2019 £	2018 £
Raw materials	59,790	61,680
Work in progress	100,812	102,956
	<b>160,602</b>	<b>164,636</b>

**19. Debtors**

	2019 £	2018 £
<b>Due within one year</b>		
Trade debtors	1,029,907	95,845
Other debtors	(10,640)	(2,910)
Prepayments and accrued income	505,241	334,787
	<b>1,524,508</b>	<b>427,722</b>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**20. Creditors: Amounts falling due within one year**

	2019 £	2018 £
Bank loans	64,908	63,446
Trade creditors	132,551	267,227
Other taxation and social security	171,743	154,710
Other creditors	228,782	165,065
Accruals and deferred income	4,335,893	2,157,504
	<u>4,933,877</u>	<u>2,807,952</u>
	2019 £	2018 £
<b>Deferred Income</b>		
Deferred income at 1 January 2019	1,650,512	1,456,527
Resources deferred during the year	3,723,576	1,650,512
Amounts released from previous periods	(1,650,512)	(1,456,527)
	<u>3,723,576</u>	<u>1,650,512</u>

In the year the company revised its billing approach and now raises all invoices for the following year in advance.

Included within deferred income for this year is £2,717,931 additional invoices raised in advance of the year end for bookings for 2020 of which £1,879,424 was received in cash before the year end and £838,507 is included in trade debtors above in note 19.

**21. Creditors: Amounts falling due after more than one year**

	2019 £	2018 £
Bank loans	<u>580,477</u>	<u>644,258</u>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**22. Statement of funds**

**Statement of funds - current year**

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>						
<b>Designated funds</b>						
Capital Fund	17,244,949	-	(585,656)	7,173	-	16,666,466
Bursary Fund	450,020	26,247	(66,911)	-	48,115	457,471
Epping Forest Fund	58,471	3,408	-	(3,408)	9,718	68,189
Research / Study Fund	20,000	-	-	-	-	20,000
	<u>17,773,440</u>	<u>29,655</u>	<u>(652,567)</u>	<u>3,765</u>	<u>57,833</u>	<u>17,212,126</u>
<b>General funds</b>						
General Funds	84,731	16,805,764	(16,586,620)	28,523	-	332,398
Contingencies Fund	970,125	-	-	(30,902)	215,901	1,155,124
	<u>1,054,856</u>	<u>16,805,764</u>	<u>(16,586,620)</u>	<u>(2,379)</u>	<u>215,901</u>	<u>1,487,522</u>
<b>Total Unrestricted funds</b>	<u>18,828,296</u>	<u>16,835,419</u>	<u>(17,239,187)</u>	<u>1,386</u>	<u>273,734</u>	<u>18,699,648</u>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**22. Statement of funds (continued)**

**Statement of funds - current year (continued)**

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 December 2019 £
<b>Restricted funds</b>						
Malham Tarn Fund (capital)	249,613	-	(14,756)	-	-	234,857
Dale Fort Fund (capital)	94,794	-	(2,562)	-	-	92,232
Millport Works Fund (capital)	1,371,256	-	(128,100)	-	-	1,243,156
Rural Carbon Challenge Fund (capital)	409,270	-	(55,229)	-	-	354,041
Blencathra Purchase Appeal	137,883	-	(19,300)	-	-	118,583
Taiwan Forestry Bureau	-	7,822	(7,822)	-	-	-
Juniper Hall Fund (investments)	54,222	1,386	-	(1,386)	7,920	62,142
Flatford Mill Suffolk Biological Recorders	5,229	-	(2,154)	-	-	3,075
Young Darwin Scholarship	58,803	8,294	(5,840)	-	-	61,257
Growing Confidence	(1,183)	26,715	(25,532)	-	-	-
Preston Montford Ecology	11,021	-	-	-	-	11,021
Preston Montford Environmentalists	11,706	-	(738)	-	-	10,968
Heritage Lottery Fund Biolinks Development	57,987	207,866	(227,043)	-	-	38,810
Tomorrow's Biodiversity	28,196	-	-	-	-	28,196

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**22. Statement of funds (continued)**

**Statement of funds - current year (continued)**

	Balance at 1 January 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 December 2019 £
Kids Fund	(22,006)	37,892	(9,881)	-	-	6,005
Centre Support Funds	396,229	4,154	(25,520)	-	-	374,863
Juniper Hall Fundraising Appeal	200,000	55,295	-	-	-	255,295
Nature Friendly Schools	-	5,539	(2,066)	-	-	3,473
Restricted Funds < £5,000	10,442	1,582	(1,692)	-	-	10,332
	<u>3,073,462</u>	<u>356,545</u>	<u>(528,235)</u>	<u>(1,386)</u>	<u>7,920</u>	<u>2,908,306</u>
<b>Total of funds</b>	<u><u>21,901,758</u></u>	<u><u>17,191,964</u></u>	<u><u>(17,767,422)</u></u>	<u><u>-</u></u>	<u><u>281,654</u></u>	<u><u>21,607,954</u></u>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**22. Statement of funds (continued)**

**Statement of funds - prior year**

	<i>Balance at 1 January 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 December 2018 £</i>
<b>Unrestricted funds</b>						
<b>Designated funds</b>						
Capital Fund	16,929,732	-	-	315,219	-	17,244,951
Development Fund	(357,921)	-	-	357,921	-	-
Bursary Fund	706,736	27,763	(76,387)	(200,000)	(8,092)	450,020
Epping Forest Fund	67,448	3,244	-	(3,244)	(8,977)	58,471
Research / Study Fund	20,000	-	-	-	-	20,000
	<u>17,365,995</u>	<u>31,007</u>	<u>(76,387)</u>	<u>469,896</u>	<u>(17,069)</u>	<u>17,773,442</u>
<b>General funds</b>						
General Funds	15,545	18,132,259	(18,090,876)	27,803	-	84,731
Contingencies Fund	1,392,081	-	-	(317,392)	(104,566)	970,123
	<u>1,407,626</u>	<u>18,132,259</u>	<u>(18,090,876)</u>	<u>(289,589)</u>	<u>(104,566)</u>	<u>1,054,854</u>
<b>Total Unrestricted funds</b>	<u>18,773,621</u>	<u>18,163,266</u>	<u>(18,167,263)</u>	<u>180,307</u>	<u>(121,635)</u>	<u>18,828,296</u>



**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**22. Statement of funds (continued)**

**Statement of funds - prior year (continued)**

	<i>Balance at 1 January 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 December 2018 £</i>
<b>Restricted funds</b>						
Malham Tarn Fund (capital)	264,239	-	-	(14,756)	-	249,483
Dale Fort Fund (capital)	97,356	-	-	(2,562)	-	94,794
Millport Works Fund (capital)	1,371,256	-	-	-	-	1,371,256
Rural Carbon Challenge Fund (capital)	409,270	-	-	-	-	409,270
Blencathra Purchase Appeal	137,883	-	-	-	-	137,883
Taiwan Forestry Bureau	2,383	-	(2,383)	-	-	-
Juniper Hall Fund (investments)	60,827	1,095	-	(1,095)	(6,605)	54,222
Flatford Mill Suffolk Biological Records	6,610	-	(1,381)	-	-	5,229
Young Darwin Scholarship	54,215	13,602	(5,189)	(3,825)	-	58,803
Growing Confidence	(3,439)	32,223	(19,934)	(10,033)	-	(1,183)
Preston Montford Ecology	11,021	-	-	-	-	11,021
Preston Montford Environmentalists	5,891	6,599	(784)	-	-	11,706
Heritage Lottery Fund Biolinks Development	(10,067)	290,655	(144,344)	(78,257)	-	57,987
Tomorrow's Biodiversity	36,051	-	(7,855)	-	-	28,196

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**22. Statement of funds (continued)**

**Statement of funds - prior year (continued)**

	<i>Balance at 1 January 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 December 2018 £</i>
Kids Fund	(995)	70,603	(45,753)	(45,861)	-	(22,006)
Centre Support Funds	405,566	63,017	(72,353)	-	-	396,230
Juniper Hall Fundraising Appeal	-	200,000	-	-	-	200,000
Restricted Funds < £5,000	24,422	32,208	(22,141)	(23,918)	-	10,571
	<u>2,872,489</u>	<u>710,002</u>	<u>(322,117)</u>	<u>(180,307)</u>	<u>(6,605)</u>	<u>3,073,462</u>
<b>Total of funds</b>	<u><u>21,646,110</u></u>	<u><u>18,873,268</u></u>	<u><u>(18,489,380)</u></u>	<u><u>-</u></u>	<u><u>(128,240)</u></u>	<u><u>21,901,758</u></u>

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**23. Funds**

**Unrestricted Funds**

**General fund** represents the operational income and expenditure.

**Contingencies fund** is represented by the value of the major part of investments.

**Designated Funds**

These are funds designated or earmarked by the Board of Trustees for such purposes as the deem appropriate.

**Capital fund** is represented by the value of tangible fixed assets together with the shareholding in the subsidiary. Where assets, especially buildings are donated, the value will be credited here.

**Bursary fund** is designated and used to support disadvantaged children who might find it difficult to come on outdoor classroom courses because of financial circumstance. The fund is aimed at individuals.

**Epping Forest fund** is represented by specific investment and is held for income.

**Research / Study fund** is held for purposes promoting further study and research.

**Restricted Funds**

**Malham Tarn Fund** is the total of donation and grants received toward the cost of the redevelopment of the High Stables building at Malham Tarn Field Centre. It is being written back to the Development fund over the remaining period of the lease (to 2035).

**Dale Fort Fund** represents a grant received from National Assembly of Wales towards cost of redevelopment at Dale Fort. It is being written back to the Development fund over the estimated useful life of 50 years.

**Big Lottery Opal Scotland** is a project which has the aim of providing free outdoor learning for schools in their grounds and local parks with a particular emphasis on secondary schools in inner city Glasgow.

**Millport Capital Works Fund** This represents donations toward capital work at Millport and reflects £150,000 from the Scottish Funding Council and £100,000 from Garfield Weston Foundation in 2014. In 2015 a donation from Magnox £300,000 and Robertson Trust gave £120,000 towards the Aquarium.

**Wildflower Bursary** The Wildflower Society funds a number of bursaries to encourage wider wildflower identification amongst 18-25 year olds.

**Gill Stevens Award** This fund is named in memory of a great supporter of outdoor education and is used for children from state schools near selected Royal Parks to get hands-on with nature and understand local wildlife.

**DEFRA Rural Carbon Challenge Fund.** This project aims to reduce the carbon footprint of Blencathra Field Centre by about 80% through the provision of a number of renewable energy sources in place of fossil fuel methods.

**Blencathra Purchase Appeal** This represents funds raised from an appeal toward the purchase of Blencathra Field Centre in Autumn 2013.

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**Friends of Belstead House Flatford** This was a donation from the funds of another charity and is to be spent for the interests and benefits of adult Suffolk students only.

**Taiwan Forestry Bureau** is a fund that links FSC with TFB and builds on FSC's initial visit in October 2014.

**Juniper Hall Fund** is held to produce income for the support of the FSC's activities at Juniper Hall Field Centre.

**Flatford Mill Natural History Bursary** is to provide bursaries to assist young adults to attend natural history courses at Flatford Mill.

**Suffolk Biological Recorders** This uses funding from the Suffolk Biological Records Centre and the Suffolk Naturalists Society to support individuals' attendance at Flatford's Natural History courses.

**Get Inspired Outdoors** This is an Northern Ireland Environment Agency funded project that seeks to develop on-line learning resources that are readily accessible to the community and schools for their leaders to take young into the outdoors.

**Young Darwin** project encourages and supports young people who have a real interest in the natural world and seeks to develop the next generation of 'Charles Darwins'.

**Growing Confidence** is about giving young people in Shropshire opportunities to create change in their local environment, learn new skills and consider the possibility of a green career. Funding will be in partnership with Shropshire Wildlife Trust, Fordhall Community Land Initiative and the Plunkett Foundation.

**Preston Montford Ecology** This uses funding from the Jean Jackson Charitable Trust over three years to develop the enhancement of habitats at this site and help increase access and opportunities for more people.

**Preston Montford Environmentalists for the Future** This project to be called Young Environmentalists is aimed at those interested in the natural world but whose family financial circumstances might prevent attendance at courses to develop that understanding. This has been funded by The Jean Jackson Charitable Trust.

**Science Camps** This fund has been supported by Environmentalists for the Future and seeks to encourage attendance by unaccompanied 16-25 year olds on Science Camps covering a number of disciplines.

**Heritage Lottery Fund BioLinks** will develop nature's existing guardians and engage a new younger generation to tell the story of natural heritage. The project will offer structured personal development for volunteers and strengthen networks of biological recorders. 2016 was a development phase.

**Heritage Lottery Fund BioLinks II** The full project was awarded in 2017. Over 2000 people will be engaged with the project over the next 5 years and will involve the award of £1.2m over the same period.

**Tomorrow's Biodiversity** is a strategic five year research and training project. The first couple of years involved research into indicator species of climate change. The following three years encompass taxonomic recording and training.

**Kids Fund** provides funding to enable groups of disadvantaged young people to attend courses who otherwise could not, either because of disability or inability to afford the fees. The fund is credited with all membership fees and other specific donations.

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**Centre Support Funds** are held to raise monies to support or provide additional facilities at certain Field Centres - currently those at Amersham, Flatford Mill, Juniper Hall, Kindrogan, Malham Tarn, Nettlecombe, Preston Montford, Rhyd-y-Creuau and Slapton.

**24. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	<b>Unrestricted funds 2019 £</b>	<b>Restricted funds 2019 £</b>	<b>Total funds 2019 £</b>
Tangible fixed assets	18,224,099	2,042,870	20,266,969
Fixed asset investments	1,864,747	62,142	1,926,889
Current assets	4,125,156	803,294	4,928,450
Creditors due within one year	(4,933,877)	-	(4,933,877)
Creditors due in more than one year	(580,477)	-	(580,477)
<b>Total</b>	<b>18,699,648</b>	<b>2,908,306</b>	<b>21,607,954</b>

**Analysis of net assets between funds - prior year**

	<b>Unrestricted funds 2018 £</b>	<b>Restricted funds 2018 £</b>	<b>Total funds 2018 £</b>
Tangible fixed assets	19,387,823	2,263,266	21,651,089
Fixed asset investments	1,583,347	54,222	1,637,569
Current assets	1,309,336	755,974	2,065,310
Creditors due within one year	(2,807,952)	-	(2,807,952)
Creditors due in more than one year	(644,258)	-	(644,258)
<b>Total</b>	<b>18,828,296</b>	<b>3,073,462</b>	<b>21,901,758</b>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**25. Reconciliation of net movement in funds to net cash flow from operating activities**

	2019 £	2018 £
Net income/expenditure for the year (as per Statement of Financial Activities)	(293,804)	255,648
<b>Adjustments for:</b>		
Depreciation charges	1,003,847	1,031,777
Gains/(losses) on investments	(281,654)	128,419
Dividends, interests and rents from investments	(19,304)	(14,869)
Loss on the sale of fixed assets	80,303	4,361
Decrease in stocks	4,034	8,647
Decrease/(increase) in debtors	(1,096,786)	632,464
Increase in creditors	2,124,461	148,038
Impairment of fixed assets	585,655	-
<b>Net cash provided by operating activities</b>	<b>2,106,752</b>	<b>2,194,485</b>

**26. Analysis of cash and cash equivalents**

	2019 £	2018 £
Cash in hand	3,243,340	1,472,952
<b>Total cash and cash equivalents</b>	<b>3,243,340</b>	<b>1,472,952</b>

**27. Analysis of changes in net debt**

	At 1 January 2019 £	Cash flows £	At 31 December 2019 £
Cash at bank and in hand	1,472,952	1,770,388	3,243,340
Debt due within 1 year	(63,446)	(1,462)	(64,908)
Debt due after 1 year	(644,258)	63,781	(580,477)
	<b>765,248</b>	<b>1,832,707</b>	<b>2,597,955</b>

**FIELD STUDIES COUNCIL**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2019**

**28. Contingent liabilities**

Under its membership of ABTOT (The Association of Bonded Travel Organisers Trust), the company is noted as the Travel Organiser in a bond dated 2 October 2017 between Travel & General Insurance Company PLC as Obligor and ABTOT. The insurance company would pay the amount of the bond if ABTOT were to have reasonable grounds for believing that the company were unable to carry out its obligations to its customers. The insurance company has the right to recover any monies paid to customers from the company. In 2019 the company paid ABTOT £29,405 (2018: £32,549).

**29. Capital commitments**

	2019 £	2018 £
<b>Contracted for but not provided in these financial statements</b>		
Authorised but not contracted for Juniper Hall	<b>1,119,096</b>	<b>2,636,353</b>

**30. Pension commitments**

As disclosed in 2.16 the company participates in four pension schemes. The contributions made to each in the year are as follows:

	2019 £	2018 £
<b>Defined benefit scheme</b>		
16.48% until 31/08/2019, 23.68% from 01/09/2019 of salary 116 staff (2018: 123)	<b>604,572</b>	<b>601,887</b>
<b>Defined contribution scheme</b>		
13% of salary 65 staff (2018: 80)	<b>193,098</b>	<b>211,156</b>
<b>National Employment Savings Trust</b>		
1% until 31/03/2019, 3% from 01/04/2019 of salary 127 staff (2018: 131)	<b>58,702</b>	<b>40,626</b>
<b>Local Government Pension Scheme</b>		
22.3% of salary 1 staff (2018: 6)	<b>5,224</b>	<b>19,861</b>
	<b>861,596</b>	<b>873,530</b>

---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**31. Operating lease commitments**

At 31 December 2019 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2019 £	2018 £
Not later than 1 year	282,324	193,630
Later than 1 year and not later than 5 years	981,636	533,488
Later than 5 years	1,970,426	2,110,406
	<u>3,234,386</u>	<u>2,837,524</u>

As these commitments relate to periods following the Balance sheet date, the obligations of the company in respect of the leases is not included as a creditor in liabilities.

**32. Related party transactions**

There were no related party transactions arising in the year (2018: £'nil).

There are neither controlling parties nor any persons with significant control.



---

**FIELD STUDIES COUNCIL**  
**(A company limited by guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2019**

---

**33. Post balance sheet events**

On 30 January 2020, the spread of the novel Coronavirus (COVID-19) was declared a public health emergency by the World Health Organisation.

Covid-19 and the public health responses to the pandemic by the relevant authorities across the UK and by the general public have had a very significant adverse effect on the company's financial position, to a degree not taken into account in the company's financial planning for 2020. As at the date these financial statements are approved for issue, management information forecasts a loss for 2020 of £8m.

The company had a satisfactory start to 2020 operationally and financially. It drew down its new £2.2 secured loan facility, which refinanced the existing bank loan and provided an additional £1.5m to finance in part the first phase of the improvements at the Juniper Hall field centre. But on 23 March 2020 the company's field centres closed to visiting learners, like many educational activities; since then there has been a low level of educational activity mostly online and since the beginning of July 2020 the opening of centres principally for staycation opportunities. There has been day visit field studies activity since the start of the 2020/21 academic year in the various parts of the UK and there is a good level of interest in doing this during the remaining months of 2020 (and higher than the levels anticipated in the plan referred to below).

Many school and university group organisers remain committed to doing field studies (both residential and day visits) and have transferred their bookings to later in the year or into 2021, and to the extent they paid deposits the company continues to use the money received as working capital. Some cancelled their bookings and where appropriate claimed under mandatory customer insurance arranged by the company. The company furloughed staff (at times up to two-thirds of the workforce); the company acknowledges the Government support to the company's workforce and the company itself given through the Coronavirus Job Retention Scheme. Staff and the company agreed reduced hours and reduced pay (usually 80% of normal) for the period 1 June to 31 August 2020. Other costs have not been incurred due to inactivity or have been reduced or deferred. No material additional costs have yet been incurred.

A workplace consultation has begun with a view to moving to a seasonal operating model from the existing all year operating model; it is expected that if implemented this major change will lead to a reduction in staff costs.

In July 2020 the Trustees prepared a business plan for survival to 2022 and recovery to 2025. Further details of this plan are included in note 2.2 of these accounts.

The Trustees have reviewed the impact of these post balance sheet events on the balance sheet reported at 31 December 2019 and no adjustments are considered to be required.

**Appendix A**  
**FSC Learning Locations**

**During 2019**

**Blencathra Field Centre**

Threlkeld, Keswick  
Cumbria CA12 4SG  
Telephone 01768 779601  
Centre Manager: Lizzie Chaplin-Brice

**Margam Park Discovery Centre**

Margam Park  
Port Talbot SA13 2UA  
Telephone 01639 895636  
Head of Centre: Jane Richmond

**Preston Montford Field Centre**

Montford Bridge, Shrewsbury  
Shropshire SY4 1DX  
Telephone 0845 330 7378  
Head of Centre: Adrian Pickles

**Millport Field Centre**

Isle of Cumbrae  
Scotland KA28 0EG  
Telephone 01475 530581  
Head of Centre: Alex McFie

**Juniper Hall Field Centre**

Mickleham, Dorking  
Surrey RH5 6DA  
Telephone 0845 458 3507  
Centre Manager: Maddy Jones

**Castle Head Field Centre**

Grange-over-Sands  
Cumbria LA11 6QT  
Telephone 0845 330 7364  
Head of Centre: Paul Bond

**Malham Tarn Field Centre**

Settle  
North Yorkshire BD24 9PU  
Telephone 01729 830331  
Head of Centre: Jim Wright

**Rhyd-y-Creiau**

The Drapers' Field Centre  
Betws-y-Coed Conwy LL24 0HB  
Telephone 01690 710494  
Head of Centre: Andy Taylor

**Kindrogan Field Centre**

Enochdhu, Blairgowrie  
Perthshire PH10 7PG  
Telephone 01250 870150

**Epping Forest Field Centre**

High Beach, Loughton  
Essex IG10 4AF  
Telephone 0208 502 8500  
Centre Manager: Helen Robertson

**Flatford Mill Field Centre**

East Bergholt  
Suffolk CO7 6UL  
Telephone 0845 330 7368  
Head of Centre: John Blair

**Nettlecombe Court**

Leonard Wills Field Centre  
Williton, Taunton  
Somerset TA4 4HT  
Telephone 01984 640320  
Head of Centre: Nick Laphorn

**Slapton Ley Field Centre**

Slapton, Kingsbridge  
Devon TQ7 2QP  
Telephone 01548 580466  
Centre Manager: Kate Payne

**Bishops Wood Centre**

CrosswayGreen, Stourport  
Worcestershire DY13 9SE  
Telephone 01299 250513  
Head of Centre: Adrian Pickles

**Amersham Field Centre**

Amersham Sub-Station  
Mop End, Amersham  
Buckinghamshire HP70QR  
Telephone 01494 721054  
Centre Manager: Jackie Rham

**Head of FSC Ireland: Noel Elliott**

**Tollymore Field Centre**

Tollymore National Outdoor Education Centre  
Hilltown Road, Bryansford  
Newcastle Co. Down BT33 0PZ  
Telephone 028 437 26498

**Dale Fort Field Centre**

Haverfordwest  
Pembrokeshire SA62 3RD  
Telephone 0845 330 7365  
Project Manager: Tom Stamp

**Orielton Field Centre**

Pembroke  
Pembrokeshire SA71 5EZ  
Telephone 0845 330 7372  
Project Manager: Sarah Nicolls

**FSC Head Office**

Preston Montford  
Montford Bridge  
Shrewsbury  
Shropshire SY 1HW  
Telephone 01743 852100  
Chief Executive: Mark Castle

**FSC Publications**

Unit C1  
Stafford Park 15  
Telford  
Shropshire TF3 3BB  
Telephone 01952 208910  
Head of Unit: Rebecca Farley-Brown