

Company number: 03628986
Charity number: 1071825

**THE POLITICAL STUDIES ASSOCIATION OF THE
UNITED KINGDOM (A Company Limited By Guarantee)
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

CONTENTS

	Pages
Legal and administrative information	3 - 4
Trustees' annual report (including directors' report)	5 - 16
Statement of Trustees' responsibilities	17
Independent Examiner's report	18
Statement of financial activities	19
Balance sheet	20 -21
Statement of cash flows	22
Notes to the financial statements	23 - 31

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR TO 31 DECEMBER 2022

Legal and administrative information

Full name The Political Studies Association of the United Kingdom

Registered company number 03628986

Registered charity number 1071825

Trustees:

Roger Awan-Scully	Chair Communications
Claire Dunlop	Vice-Chair Chair of Publications Sub-Committee
Yvonne Galligan	Honorary Treasurer
John Craig	Honorary Secretary (appointed July 2022) ⁱ
Fiona Mackay	Honorary Secretary (resigned July 2022)
Alistair Clark	Specialist Groups (appointed November 2022)
Arianna Giovannini	Specialist Groups
Andrew Mycock	Membership
Manjeet Ramgotra	Equality, Diversity & Inclusion Early Careers Network
Stuart Wilks-Heeg	Membership (resigned July 2022)
James Weinberg	Schools Programme
Amelia Hadfield	International Relations
Omar Khan	Lay-trustee
Roula Nezi	Equality, Diversity & Inclusion
Indrajit Roy	International Relations

Trustees Co-opted for one year:

Alistair Clark	Specialist Groups (appointed November 2022)
Liam McLoughlin	Undergraduate Programme (resigned September 2022)
Heather Alberro	Trustee (appointed September 2022)

All the above make up the PSA's Executive Committee alongside representatives of the PSA's Teaching and Learning Network and the Early Careers Network.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR TO 31 DECEMBER 2022

Legal and administrative information

Key Staff	Michelle Doyle Wildman	Chief Executive and Company Secretary
	Miriam Fox	Finance Manager

Registered office	PSA Head Office Elizabeth Meehan Suite Unit 2, Regent House 1-6 Pratt Mews London NW1 0AD
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Bankers	Bank of Scotland Leicester Branch PO Box 1000 BX2 1LB
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Independent examiners	UHY Hacker Young 14 Park Row Nottingham NG1 6GR
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THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

Report of the Trustees for 2022

The trustees, who act as directors for the purposes of company law, have pleasure in submitting their Annual Report and Financial Statements for the year ended 31 December 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" 2015 (FRS 102) in preparing the annual report and financial statements of the charity. The following report was approved by the trustees at their Executive Committee meeting on 10 March 2023.

Legal Status

The Political Studies Association of the United Kingdom, also known as the Political Studies Association (PSA and, below, as the Association), is a company limited by guarantee (number 03628986). The Political Studies Association is also a registered charity (number 1071825) and is subject to the provisions of the Charities Act 2011 and the rulings of the High Court with regard to charities generally. The charity is registered for VAT (number 620.3514.86). The majority of members of the Executive Committee of the Association are the trustees of the charity and are personally accountable for the proper management of the Association and its assets. They are required to act prudently at all times in the best interests of the charity.

The Charities Act 2011 requires registered charities to make an annual return of accounts and activities. The Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the Accounting and Reporting by Charities: Statement of Recommended Practice ('Charity SORP 2015' FRS 102) form the accounting framework for charities. The current guidance can be found at:

www.charitycommission.gov.uk/charity_requirements_guidance/accounting_and_reporting/.

Objects and Membership

The Political Studies Association of the United Kingdom was founded in 1950. The objectives of the Association, set out in clause 3 of the company's Articles of Association, are "to promote the development of political studies and to encourage education and the advancement of learning in the art and science of government and in other branches of the political sciences".

The charity is governed by its Articles of Association and by-laws, which were amended in March 2021 to:

- Bring them up to date with latest legislation and guidance
- Allow lay trustees to be members of the Executive Committee (and to also allow them to be appointed into the Honorary Treasurer roles)
- Allow the Executive Committee to change membership types
- Clarify the approach to removing trustees.

Any person holding an appointment in political studies and allied subjects in a higher education institution, and any other person whose participation is likely to be advantageous to political studies, may become a member. Some members (students, teachers in schools, public members) do not have full voting rights or receive the PSA's printed journals and this is reflected in a lower membership rate.

As of December 2022, the total membership was 1546 (compared with 1851 at the end of 2021). This included 670 standard rate members (at 800 at the end of 2021), 494 early career members

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

compared to 608 in 2021 as well as 117 student members and 44 school members. We monitor membership trends closely and will continue to make membership retention and development a priority.

Trustees and Governance

The trustees of the Association constitute the Executive Committee. The Executive Committee normally meets four times a year. At the end of 2022, there were 15 members, of whom two were co-opted and one a lay trustee.

Under by-law 4.7, an elected trustee can serve for up to a total of two elected terms of three years and one year as a co-opted member (maximum six plus one years) but must then stand down from the Executive Committee for one full term (i.e., three years). Trustees can be co-opted to the Executive for a maximum period of one year before having a break of at least one year before undertaking another co-option.

Appointment to the elected positions on the Executive Committee is determined through a ballot of all members. In 2022, the role of Honorary Secretary and two other elected trustee posts came up for election and this process was overseen by Professor Fiona Mackay as PSA Honorary Secretary and Returning Officer. The successful candidates were Professor John Craig, Dr Andrew Mycock and Dr Indrajit Roy.

All the trustees who served in 2022 are listed in the introductory section of this report. No trustee receives any remuneration.

A number of trustees act as the lead for particular areas of activity and work closely with members of the PSA staff. The only formal standing committee which now exists is the Publications sub-committee which also involves all the PSA's journal editors and our academic publishers, SAGE Publishing. However, a trustee-led working group to consider EDI in the association was established in late 2021 and active throughout 2022.

Staffing

The Chief Executive, Michelle Doyle Wildman, continues to be supported by a team of six officers covering Finance, Events, Communications and Membership.

Promoting Equal Opportunities

The Trustees are committed to creating a diverse and inclusive environment, to providing opportunities for career development for all and to opposing all forms of discrimination. The Association's Equality and Diversity Strategy is one of the central pillars of its ten-year strategic plan and is the lens through which we conduct all our operations. In 2022, Dr Roula Nezi became Executive Committee lead for the Diverse Voices Programme with Dr Manjeet Ramgotra taking over as chair of Equality, Diversity and Inclusion working group.

Our key focus on EDI matters for 2022 has been launching the Diverse Voices programme. This began by offering scholarship and research grant opportunities for PhD and Early Career Researchers from under represented groups (see 4.d below for further details). We are considering this a pilot and will review this ahead of further implementation.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

Public Benefit

In preparing this report the trustees confirm that they have had regard to the Charity Commission's guidance on public benefit, as set out in its publication 'Charities and Public Benefit: the Charity Commission's general guidance on public benefit' (January 2008, amended December 2011) and subsequent postings on the Public Benefit section of its website.

The Charities Act 2011 sets out the following, among others, as charitable purposes:

- a) the advancement of education;
- b) the advancement of the arts, culture, heritage or science.

It also specifies a legal requirement "that every organisation set up for one or more charitable aims must be able to demonstrate that its aims are for the public benefit if it is to be recognised, and registered, as a charity in England and Wales". This is known as the public benefit requirement. There are two key principles, both of which must be met in order to show that an organisation's aims are for the public benefit:

Principle 1: There must be an identifiable benefit or benefits;

Principle 2: Benefit must be to the public, or a section of the public.

The Association has provided a benefit to the public by carrying out the activities listed in this report in accordance with its charitable object "to promote the development of political studies and to encourage education and the advancement of learning in the art and science of government and in other branches of the political sciences".

We are seeking to achieve our strategy to advance the teaching and study of politics through the values of sustainability, excellence, diversity, and advocacy by focussing on:

- Member engagement (so we maintain and grow our association)
- Taking a digital-first approach
- Supporting research as well as teaching
- Supporting equality, diversity and inclusion in our association and across the discipline
- Being a stronger voice for the discipline amidst on-going industrial action, the pandemic aftermath and threats to departments teaching our subject in some institutions.

As a learned society, our public benefit derives not simply from membership of the Association but from the wider dissemination by the Association of knowledge about politics and political studies through the charity's events, publications, social media and website – as set out below. The context in which we and our members have worked in 2022 includes the impact of the Pandemic, increasing risks to those working in university departments and a climate of strike action.

Activities for the Public Benefit

The Political Studies Association engages in a range of activities open to members and non-members alike. As described in more detail in other sections of this report, the Association

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

organises a large number of events and produces a range of publications that serve to promote the understanding and development of political studies.

1. Publications

1.a. Academic Journals

The Association owns four academic, peer-reviewed journals: *Political Studies*; *The British Journal of Politics & International Relations*; *Politics*; and *Political Studies Review*. These have been published under contract by SAGE Publishing since January 2016. This arrangement provides a guaranteed and substantial source of revenue for the association through to the end of 2025 (as a new five-year agreement came into force on 1 January 2021).

The latest data on these journal's impact is from 2021 and is listed below. Please note that in order to more accurately reflect the dynamic citation environment of rapid online publication, Clarivate introduced a new calculation for the 2020 Impact Factor which will continue to be phased in up to the 2022 Impact Factor.

- *Political Studies* had an Impact Factor of 2.546 in 2021, an increase on 2.396 from the previous year and the highest yet, ranking it 66/187 in the category of Political Science. The 5 Year Impact Factor is 2.884, a decrease from the prior year (3.342).
- *The British Journal of Politics and International Relations (BJPIR)* had an Impact Factor of 2.035 in 2021, a slight decrease on 2.422 in the previous year, ranking it 45/96 in the category of International Relations and 90/187 in Political Science. The 5 Year Impact Factor is 2.781, a decrease on prior year (3.167).
- *Politics* had an Impact Factor of 1.731 in 2021, a decrease on 2.492 in the previous year, ranking it 111/182 in the Political Science category and 58/96 in International Relations. The 5 Year Impact Factor is 2.010, a decrease on prior year (3.119).
- *Political Studies Review (PSR)* had an Impact Factor of 3.248 in 2021, an increase on 3.241 in the previous year, ranking it 42/187 in Political Science. The 5 Year Impact Factor is 2.569, an increase on prior year (2.298).

The PSA regularly reviews available data on submissions, acceptances and reviewers and has seen the gender pattern of those submitting for its journals continue in 2022.

1.b. Political Insight Magazine

In addition to its academic journals, the PSA publishes *Political Insight* - a full colour magazine-style journal of topical articles which aims to reach the wider community by making academic research accessible to practitioners, teachers, students and the general reader. This is provided free of charge as part of PSA membership.

The most read article published in 2022 was 'Red Wall: The Definitive Description' by James Kanagasooriam and Elizabeth Simon.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

2. Conferences and events

The PSA organises an annual international conference, annual lectures which are open to the public and events for its early career members and Teaching & Learning Network. In 2022, the PSA supported 57 specialist groups who also hold a wide range of events each year and the Association also collaborates with the British International Studies Association (BISA) to hold regular meetings with Heads of Department and other leaders.

2.a Annual International Conference 2022

72nd Annual International Conference

This event was held as a hybrid conference at the University of York from 10 -13 April 2022 (who served as academic convenors). This attracted 509 in person registrations and 392 digital registrations.

2.b. Future PSA Conference Dates:

73rd Annual International Conference 2023, convened by University of Liverpool

74th Annual International Conference 2024, convened by University of Strathclyde

3. Communications, Engagement and Prizes

The PSA's communication strategy focuses on:

- Membership retention;
- Dissemination of knowledge and expert analysis;
- Creating communities of practice
- Increased promotion on all the ways people can get involved in the PSA; and,
- Achieving higher profile support of the discipline.

The Association has an important role to play in helping to inform public debates on key political issues by bringing the attention of the public, the media and policy-makers to the research and evidence being produced by academics working in the field of political studies. It does so by, among other things, media relations, sharing journal outputs, encouraging members to submit evidence to Select Committees and other inquiries or consultations, and putting forward the names of academic experts to provide such advice and evidence. Increasingly this is also achieved through working with partners and through social media activity.

The Association has continued to produce other material on key issues drawing on the research of PSA members including regular blogs on the website. It also makes available reports and publications from other organisations that are of particular interest to PSA members.

3.a. Communication with Members

The Association communicates regularly with all of its members through a number of channels including PSA News (published as a digital newsletter twice a year), a monthly e-newsletter, the PSA website, and social media, particularly Twitter, Instagram and Facebook.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

3.b. Digital Communications

The PSA uses its digital channels to the full to maintain and enhance our online profile and to help members feel informed, supported and engaged. Subsequently, the Association's Twitter presence has grown from 22.7K at the end of 2021 to 24.1K by the end of 2022 with 1.2M Twitter views. The Association increased its use of e-newsletters and other bulletins and has seen increasing open rates of 42.25% (compared to 33.65% in 2021). The PSA website also hosted 50 blogs in 2022 (compared to 59 in 2021) alongside 50 news items and statements concerning PSA business or the wider discipline.

3.c. Academic Prizes

Each year the Association awards a range of academic prizes relating to outstanding books, PhD dissertations, teaching and career achievements. In 2022, following an extensive judging process, 13 PSA prizes were awarded and celebrated, as follows:

- Dr Donna Smith won the Jennie Lee Prize for outstanding teaching
- Dr Simon Stevens won the Sir Bernard Crick for outstanding teaching
- University of York won the Politics Society of the Year
- Parliaments Specialist Group won the Specialist Group of the Year Prize
- Professor Elizabeth Evans won the Joni Lovenduski Prize for outstanding professional achievement by a mid-career scholar
- The Institute for Government won the Political Communicator of the Year Prize
- Dr Louise Thompson won the Richard Rose Prize for an early career scholar who has made a distinctive contribution to British politics
- Lord Philip Norton won the Sir Isaiah Berlin Prize for Lifetime Contribution to Political Studies
- Dr Leah McCabe won the Elizabeth Wiskemann Prize for (in)equality and social justice
- Dr Matthew Barnfield won the McDougall Trust Prize for elections, electoral systems and representation
- Dr Sneha Reddy Tamu won the Shirin M. Rai Prize for international relations
- Dr Steven MacGregor won the Walter Bagehot Prize for government and public administration
- Professor Karen Celis & Professor Sarah Childs (*Feminist Democratic Representation*) and Professor Maria Sobolewska & Professor Robert Ford (*Brexitland*) were co-winners of the Mackenzie Book Prize.

3.d. Annual Lecture 2022

This was held again online in 2022 on 15 December. The lecture *Back of the net? How sporting and political goals coincide and contradict* was given by Cardiff University's Professor Laura McAllister and the Q&A was chaired by BBC journalist Emma Vardy. This attracted 198 registrations and some 99 views after the event. Social media engagement on the lecture attracted 28.7k impressions and 356 engagements which helps to raise our profile and the profile of the Sports and Politics sub-discipline.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

4. Research, Partnerships and Impact

The Research Excellence Framework is the system for assessing the quality of research in UK higher education institutions. Each university submitted evidence in 2021 for review by expert sub-panels set up for each discipline. The Politics and International Studies sub-panel contained a number of PSA members, including the current Vice-Chair Professor Claire Dunlop and previous PSA President Professor Matt Flinders. The panel reported on 12 May 2022. We arranged a Q&A session with this panel and Heads of Departments in July.

4.a. Professional Impact

The Association regularly participates in government, parliamentary and research council consultations on issues for which it has particular expertise and/or which may have a bearing on its own activities. The PSA was a founding member of the Academy of Social Sciences (AcSS) and remains an active participant in the work of the Academy and in the associated Campaign for Social Science. In 2022 we became active members of the AcSS and ESRC EDI working group. PSA members also strongly featured in the QAA subject benchmark statement review advisory group for Politics and International Relations.

4.b. Parliamentary Internships

For the last five years, the PSA has worked with the Parliamentary Scrutiny Unit to support PSA member PhD students on a four-month placement working with a Select Committee. Applications to the scheme continue to be of a high quality and the feedback from participants, their hosts and their academic supervisors is universally positive. In 2022, one placement was secured with the Political, Administration and Constitutional Affairs Committee, and the second with the International Trade Committee.

4.c Research & Innovation Fund

The PSA invited applicants for the second round of this fund in 2022 to support innovative research and engagement initiatives. 11 projects were funded for completion by Summer 2023:

- Dr Patrick Rewa McSweeney from Georgetown University, Washington, D.C: *Survey of democratic youth to identify intra-party conflict and the nomination process*
- Dr Emily Rainsford from Newcastle University and Professor Clare Saunders from Exeter University: *Innovative interventions into protest research*
- Italian Specialist Group - Dr Mattia Zulianello from University of Trieste: *Affective Polarisation during the 2023 Italian General Election*
- Technology, Internet and Policy & the Media and Politics Specialist Groups - Professor Kate Dommert from University of Sheffield: *Regulating new media and old media: Research challenges, emerging findings and future directions.*
- Greek Politics Specialist Group - Dr Angelos Angelou from London School of Economics and Political Science: *Small states and EU policy making in the era of polycrisis*

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

- Dr Antonella Seddone from University of Turin: *The impact of external crises on the relations between member states and the European Union*
- Dr Yue Zhou Lin from University of Bristol: *Confronting Eurocentrism for Equality and Diversity: Innovative Pedagogical Strategies and Voices of International Students*
- Dr Andy Knott from University of Brighton: *Populism Specialist Group Sixth Annual Workshop at Brighton University*
- Participatory and Deliberative Democracy Specialist Group - Dr Hans Asenbaum, Canberra University; Dr Anastasia Deligiaouri, Dublin City University; Dr Dannica Fleuss, Helmut-Schmidt-University Hamburg: *Workshop at Manchester Metropolitan University*
- Dr Benjamin Bowman, Manchester Metropolitan University; Dr Sharon Choe, University of Salford: *Climate Emergency! Hackathon at the PSA Annual Conference 2023, Liverpool*
- Dena Arya from Nottingham Trent University: *What role does economic inequality play in how young people participate in environmental politics in the UK?*

We were pleased to see the success of the projects funded in 2021 and how this PSA's Research & Innovation Fund has acted as a catalyst for match funding and new opportunities for the scholars concerned.

4.d Diverse Voices Programme

The launch of the Diverse Voices programme of scholarships and grants saw a wide variety of applicants from higher learning institutions from across the United Kingdom.

The PSA awarded Diverse Voices Scholarships in 2022 to PhD students (in their second or final year in 2022/23 academic year) and early career research grants to postdoctoral candidates affiliated to a UK Higher Education Institution and, who self-identified as Black British, Asian British, or minority ethnic UK permanent residents, as follows:

Scholarships:

- Darlington Nyambiya a PhD researcher at Bournemouth University looking at *The Social Media Revolution and Political Activism. A Case Study of Zimbabwe*.
- Hubert Au undertaking a DPhil at the Oxford Internet Institute, University of Oxford entitled *The News Transitional Movement: The Case of #MeToo*
- Neha Doshi undertaking a PhD at the London Metropolitan University entitled *Talking B(l)ack: Race, Podcasting and Social Media*
- Pascal L. Mowla undertaking a DPhil at Oriel College, University of Oxford entitled *The Ethos of Equality of Opportunity*

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

- Stephanie Ifill a doctoral researcher in politics at the University of Westminster drawing attention to epistemology, and the self-in-the-everyday as both political sites.

Research Grants:

- Xiaowan Cang from University of Oxford: *Historicising and conceptualising China's new Three-Child Policy and reproductive life.*
- Dr Skyler Hawkins from Newcastle University: *Analysis and presentation of data on electoral activity of the 2022 US midterm elections and 2024 general election.*
- Dr Gabriela Patricia Garcia Garcia from University of Aberdeen: *Tensions between security and human rights in governmental responses to refugee movements in a Global South context.*

5. Teaching and Learning

5.a. Teaching & Learning Network

The PSA's Teaching and Learning Network (TLN) delivered a series of webinars – particularly focusing on teaching statistical methods. They also held a sponsored panel on 'Futures of Teaching and Learning in Political Science' at the APSA 2022 Annual Meeting. They continue to monitor the gender balance of speakers at TLN events and achieved this at the PSA22 conference.

5.b. Schools

The PSA also continued to offer CPD sessions for teachers during 2022 in partnership with the Parliament Education Service. "Representation in the House of Commons: what does it look like and how does it work?", presented by Dr Stephen Holden Bates, saw 169 teachers registered to attend and 100% of attendees subsequently rated the event as 'very useful' or 'useful' for their teaching practice.

We also continued our successful partnership with the Financial Times on the Student Blog Competition, supported by the UK Parliament Education Team and the Association of Citizenship Teachers (ACT). 43 students submitted excellent blogs on the subject "UK Parliament doesn't look or sound like the rest of the country: should this change and, if so, how?" Entries were judged by a panel from the PSA, FT and ACT. The winner, and two runners-up were announced at a virtual event, chaired by Andrew Jack, Global Education Editor, FT, preceded by a presentation on the topic of the blog, live from the House of Commons, from Deputy Speaker of the House, Nigel Evans.

We continued to be partners on UK Parliament Week (14-20 November) and Political Literacy Day (5 December).

5.c. Undergraduate membership

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

Our student members were able to attend our dedicated Undergraduate Conference in 2022, in partnership with the University of York, which took place entirely digitally. 41 student members took part from 18 universities and all the students who took part in the conference were commended not just for the quality of the work but also their presenting skills.

6. The Early Career Network

The PSA is committed to supporting the next generation of political scientists through its Early Career Network (ECN), which exists to represent the interests of postgraduate students, postdoctoral researchers, and early career academics. ECN membership, which ended the year comprising 494 individuals, is open to those who have started a doctoral degree up until three years after the completion of a doctoral viva.

The ECN committee played an active role at the PSA22 conference offering multiple opportunities for early career researchers to network, including hosting a welcome breakfast, and a well-supported mentoring session. They ran their own annual conference and symposium which took place online in July. In September they hosted the editor of the British Journal of Politics and International Relations at an event, and in October they ran an online 'annual welcome' where ECN members had the opportunity to meet the committee and hear of their planned events for the coming months. During November, the committee hosted a lunch-time online seminar on the value of writing retreats for PhDs and ECRs, as well as an online roundtable on communicating research expertise.

7. Specialist Groups

In 2022, the Association supported 57 specialist groups covering the whole gamut of the discipline's areas of interest. The convenors of each group worked closely with the PSA Team and each other to engage their members and hold innovative online and in-person events, with 51 events promoted through the Association's website during the year. In total, the specialist groups have an active membership of over 11,000.

8. International Links

The PSA has also maintained its close relationship with the American Political Science Association (APSA) and signed a new three year Memorandum of Understanding in 2022. We participated in the APSA annual meeting in Montreal, Canada September 2022 with a PSA sponsored international panel of UK, US, German, Austrian and Dutch scholars led by Professor Rachel Gibson from University of Manchester entitled: 'Re-wiring and Restructuring Electoral Mobilization: Assessing the impact of the Pandemic on the study and practice of Political Campaigning'. We also worked with APSA to host a PSA Teaching & Learning Network panel (see 5a).

The Association is also represented on the Council of the International Political Science Association (IPSA) by former trustee Professor Umut Korkut.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

The financial management of the Political Studies Association of the United Kingdom is undertaken by the Chief Executive, the Finance Manager and the Treasurer, in liaison with other staff and the senior leadership team. Reports are prepared for meetings of the Senior Leadership Team and the Executive Committee. The CEO has operational responsibility to ensure the strategy agreed by the Executive Committee is carried out.

Provision of information to the Independent Examiner

Each of the persons who were directors at the time when this report was approved has confirmed that:

- so far as that director is aware, there is no relevant audit information of which the charitable company's Independent Examiners are unaware;
- the director has taken all the steps that ought to have been taken as a director in order to be aware of any information needed by the charitable company's Independent Examiner in connection with preparing its report and to establish that the charitable company's Independent Examiners are aware of that information.

Income during 2022

Total income during 2022 was £807,314 compared with £756,196 in 2021.

One of the sources of income for the Association is subscriptions paid by members. In 2022, this amounted to £70,004 compared to £84,896 in 2021.

Expenditure during 2022

Total expenditure during 2022 was £649,610 compared with £608,819 in 2021.

All trustees give of their time freely and no trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in notes 18 and 14 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Chair of Trustees and in accordance with the PSA's policy withdraw from decisions where a conflict of interest arises.

Reserves Policy

The Charity's Reserves Policy and the level of reserves are reviewed each year having regard to the Charity Commission publication CC19, 'Charity Reserves: Building Resilience' (January 2016), and a forecast of income and expenditure is prepared for the following year.

The reserves policy since March 2021 is: 'For so long as the Association shall own a property the market value of which is no less than £1.4M, the amount held in bank and any other accounts shall be no less than £600K or 50% of total planned expenditure for the financial year in question, whichever is the greater.'

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

TRUSTEES' ANNUAL REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR TO 31 DECEMBER 2022

And while £600K is retained as reserves, from 2023 £206K of this is earmarked for four designated funds:

- **Infrastructure fund** (£70K) to cover capital and other infrastructure expenditure such as building maintenance, web site development and IT assets
- **Diverse voices fund** (£30K) which supports the Association's efforts to further equality, diversity and inclusion in our discipline
- **SAGE Publishing sponsorship** of the PSA's annual conference and other association events (£36K)
- **Strategic Developments fund** to support the development and delivery of the PSA's new strategy and programmes (£70k).

This also means that £394K of the total cash reserves remains unrestricted.

These funds will be reviewed by the Executive Committee in 2024. As the total overall reserves is greater than the values set out in the reserves policy, the trustees (following a review of long-term finances) will also pay-off a proportion of the mortgage on our Camden Offices in 2023.

Financial Assessment

Current Position and Plans for the Future: The figures demonstrate that the Association is in a strong financial position with guaranteed income and predictable expenditure in the short to medium term. There is a clear commitment to the diversification of income and an expansion in membership. We also face the unknown impact of the currently proposed changes in relation to academic publication practices and the growth of open access. The Association will continue to engage pro-actively with these developments and to seek to influence the wider landscape in order to protect our core mission and our members' interests.

Professor Roger Awan-Scully
Chair, Political Studies Association

Date: 4 April 2023

Michelle Doyle Wildman
Chief Executive, Political Studies Association

Date: 4 April 2023

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR TO 31 DECEMBER 2022

Statement of Trustees' Responsibilities

The trustees (who are also directors of The Political Studies Association of the United Kingdom for the purposes of company law) are responsible for preparing the Trustees' Annual 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, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's Independent Examiners are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the charitable company's Independent Examiners are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Signed on behalf of the trustees:

Approved by the trustees on 10 March 2023.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

INDEPENDENT EXAMINATION REPORT TO THE TRUSTEES FOR THE YEAR TO 31 DECEMBER 2022

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2022 which are set out on pages 21 to 33.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

- accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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

Roger Merchant BSc FCA
for and on behalf of

UHY Hacker Young
14 Park Row
Nottingham
NG1 6GR

Date:

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR TO 31 DECEMBER 2022

	Note	Unrestricted funds 2022 £	Unrestricted funds 2021 £
Income and Expenditure			
Income:			
Charitable activities	3	800,477	754,183
Investment income	4	6,837	2,013
		<hr/>	<hr/>
Total		807,314	756,196
		<hr/>	<hr/>
Expenditure:			
Charitable activities	5	649,610	608,819
		<hr/>	<hr/>
Total		649,610	608,819
		<hr/>	<hr/>
Net income/(expenditure) and net movements in funds for the year		157,704	147,377
Reconciliation of funds:			
Total funds brought forward at 1 January		2,241,227	2,093,850
		<hr/>	<hr/>
Total funds carried forward at 31 December		2,398,931	2,241,227
		<hr/>	<hr/>

All income and expenditure derive from continuing activities. The charity has no recognised gains or losses other than the net movement in funds for the year.

All income and expenditure arising in the year ended 31 December 2022 relates to unrestricted funds.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

BALANCE SHEET FOR THE YEAR TO 31 DECEMBER 2022

	Note	2022 £	2021 £
Fixed Assets			
Tangible assets	7	1,669,838	1,696,413
Current assets			
Debtors	8	47,678	103,076
Cash at bank		1,303,165	1,098,254
Total current assets		<u>1,350,843</u>	<u>1,201,330</u>
Creditors			
Amounts falling due within one year	9	(90,093)	(99,327)
Net current assets		<u>1,260,750</u>	<u>1,102,003</u>
Total assets less current liabilities		2,930,588	2,798,416
Creditors: amounts falling due after more than one year	11	(531,657)	(557,189)
Net assets		<u>2,398,931</u>	<u>2,241,227</u>
Funds			
Unrestricted Funds	12	2,398,931	2,241,227
Total funds		<u>2,398,931</u>	<u>2,241,227</u>

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

BALANCE SHEET FOR THE YEAR TO 31 DECEMBER 2022

These financial statements were approved by the trustees and Executive Committee on 10 March 2023 and were signed on their behalf by:

Company registration number: 03628986

The notes on page 22 to 31 form part of these financial statements

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

STATEMENT OF CASH FLOWS FOR THE YEAR TO 31 DECEMBER 2022

	Note	2022 £	2021 £
Cash flow from operating activities	15	223,259	185,470
		<hr/>	<hr/>
Net cash flow from operating activities		223,259	185,470
		<hr/>	<hr/>
Cash flow from investing activities			
Interest received		6,837	2,013
Purchase of fixed assets		(708)	(4,125)
		<hr/>	<hr/>
Net cash flow from investing activities		6,129	(2,112)
		<hr/>	<hr/>
Cash flow from financing activities			
Loan repaid		(24,477)	(23,466)
		<hr/>	<hr/>
Net cash flow from financing activities		(24,477)	(23,466)
		<hr/>	<hr/>
Net increase/ (decrease) in cash and cash equivalents		204,911	159,892
Cash and cash equivalents at 1 January		1,098,254	938,362
		<hr/>	<hr/>
Cash and cash equivalents at 31 December		1,303,165	1,098,254
		<hr/>	<hr/>

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

1 Accounting policies

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charity's financial statements.

Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared under the historical cost convention and in accordance with 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) published in October 2019 affecting reporting periods beginning on or after 1 January 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the presentation of these financial statements are set out below.

Income

The principle sources of income are as disclosed in the Statement of Financial Activities. All income is accounted for on a receivable basis. Membership subscriptions received in advance are initially accounted for as deferred income and transferred to revenue by equal annual instalments over the period covered by the subscriptions.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Charitable activities include expenditure directly relating to the objects of the charity and those relating to the general running of the charity, including strategic planning processes that contribute to future development.

Irrecoverable VAT is charged against the category of expense for which it was incurred.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

Tangible fixed assets and depreciation

Tangible fixed assets costing more than £1,000, including major computer software applications, are capitalised and included at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost less estimated residual value over their expected useful lives as follows:

Long leasehold property	1%
Fixtures and fittings	5%
Website development	10%

Funds

All income is available for the trustees to use for any purpose in furtherance of the charitable objectives. No restricted funds are centrally held.

Taxation

Political Studies Association of the United Kingdom is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the statement of financial activities on a straight line basis over the period of the lease.

Liabilities

Liabilities are recognized 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 charity 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.

Pensions

The charity is a member of a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

2 Legal Status of the Charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

3 Charitable activities	2022	2021
	£	£
Membership subscriptions	70,004	84,896
Income from Sage Publications	593,154	570,767
Annual conference gross income	79,911	40,010
Conference exhibition income	4,150	2,250
Support for events and conferences	37,764	36,000
Parliamentary internships	4,000	6,000
Advertising	700	1,425
Specialist group income	-	1,898
Room hire	795	735
Donations	-	202
Sponsorship income	6,135	10,000
Research & Innov Access Fund	3,864	-
	<hr/>	<hr/>
Total – income from charitable activities	800,477	754,183
	<hr/>	<hr/>
4 Investment income	2022	2021
	£	£
Bank interest received	6,837	2,013
	<hr/>	<hr/>
5 Charitable activities	2022	2021
	£	£
Staff costs	294,922	316,678
National Office	88,568	99,896
International and external relations	3,085	2,079
Finance and resources	8,287	12,854
Irrecoverable VAT	13,035	8,110
Governance	5,742	5,184
Membership services	513	494
Conferences and events	102,490	32,727
Awards and prizes	510	300
Communication and engagement	2,150	2,727
Education and skills	669	100
Research and impact	21,224	21,450
Publications	108,415	106,220
	<hr/>	<hr/>
Total – expenditure for charitable activities	649,610	608,819
	<hr/>	<hr/>

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

5 Charitable activities (continued)

All support costs are considered to be charitable activities on the basis that the Association is a membership body.

6 Net income for the year

Net income is stated after charging:

	2022 £	2021 £
Independent examiner's remuneration:		
Audit fees	-	7,850
Independent examination fees	3,600	-
	<u>3,600</u>	<u>-</u>

7 Tangible fixed assets

	Long leasehold buildings £	Fixtures and fittings £	Website development £	Total £
Cost				
At 1 January 2022	1,454,737	200,189	127,212	1,782,138
Additions	-	708	-	1,151
	<u>1,454,737</u>	<u>200,897</u>	<u>127,212</u>	<u>1,782,846</u>
At 31 December 2022	1,454,737	200,897	127,212	1,782,846
	<u>1,454,737</u>	<u>200,897</u>	<u>127,212</u>	<u>1,782,846</u>
Depreciation				
At 1 January 2022	15,915	34,888	34,922	85,725
Charge for the Period	4,547	10,015	12,721	27,283
	<u>20,462</u>	<u>44,904</u>	<u>47,643</u>	<u>113,008</u>
At 31 December 2022	20,462	44,904	47,643	113,008
	<u>20,462</u>	<u>44,904</u>	<u>47,643</u>	<u>113,008</u>
Net book value				
At 31 December 2022	1,434,275	155,994	79,569	1,669,838
	<u>1,434,275</u>	<u>155,994</u>	<u>79,569</u>	<u>1,669,838</u>
At 31 December 2021	1,438,822	165,301	92,290	1,696,413
	<u>1,438,822</u>	<u>165,301</u>	<u>92,290</u>	<u>1,696,413</u>

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

8 Debtors

	2022	2021
	£	£
Debtors due within one year:		
Trade debtors	2,000	180
Other debtors and prepayments	19,524	14,128
Accrued income	26,154	88,768
	<hr/>	<hr/>
Total – debtors	47,678	103,076
	<hr/>	<hr/>

9 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	1,018	2,399
Accruals	31,887	14,664
Social security and other taxes	-	6,808
Deferred income (note 10)	31,656	50,979
Bank loan	25,532	24,477
	<hr/>	<hr/>
Total – creditors: amounts falling due within one year	90,093	99,327
	<hr/>	<hr/>

The loan is a fixed rate loan secured on the property which has a carrying value of £1,434,275 (2021: £1,438,822).

The loan is with The Bank of Scotland and £557,189 remains outstanding at 31 December 2022 (2021: £581,666). The loan became repayable during 2018 and will continue to do so until 7 June 2038. The interest rate on the loan is fixed at 4.37% until 6 June 2028.

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

10 Deferred income

	2022 £	2021 £
Opening balance	50,979	56,551
Movement in the year	(50,979)	(56,551)
Deferred in the year	31,656	50,979
Total – deferred income	31,656	50,979

Deferred income relates to income received in advance for membership, conference exhibition fees and the Sage Diverse Voices scholarship.

11 Creditors: amount falling due in more than one year

	2022 £	2021 £
Bank loan (falling due in less than 5 years)	113,620	108,925
Bank loan (falling due after 5 years)	418,037	448,264
Total – creditors: amounts falling due more than one year	531,657	557,189

12 Statement of Funds

	2022 £	2021 £
Unrestricted funds		
At 1 January	2,241,227	2,093,850
Net income for the year	157,704	147,377
At 31 December	2,398,931	2,241,227

Included within Unrestricted funds were the following designated funds:

- **Infrastructure fund** (£70,000) to cover **capital** and other infrastructure expenditure such as building maintenance, web site development and IT assets
- **Diverse voices fund** (£30,000) which supports the Association's efforts to further equality, diversity and inclusion in our discipline
- **SAGE Publishing sponsorship** of the PSA's annual conference and other association digital and in-person events (£36,000).

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

13 Staff costs

	2022 £	2021 £
Wages and salaries	244,734	270,405
Employers NI	26,223	18,328
Pension	23,881	24,138
Recruitment and training	-	1,519
Other staff costs	84	2,288
	<hr/>	<hr/>
Total – staff costs	294,922	316,678

	2022 £	2021 £
The average number of employees during the year was 7 (2021: 8). Employees with emoluments above £60,000 are as follows:		
£70,000 - £80,000	-	1
£80,000 - £90,000	1	-
	<hr/>	<hr/>

Pension contributions are paid to defined contribution pension schemes on behalf of employees. The pension costs charge representing contributions payable by the charity during the year amounted to £23,881 (2021: £24,138).

The key management personnel comprise two employees. The total employee benefits of key management were £135,148 (2021: £129,821), including pension contributions.

14 Trustees' expenditure

	2022 £	2021 £
10 (2021: 12) of the charity's trustees were reimbursed for travel expenses incurred in carrying out their duties as follows:		
SLT & EC Meetings	129	-
Travel	4,383	225
	<hr/>	<hr/>
Total – trustees' expenditure	4,512	225

No remuneration was payable to the charity's trustees during the year (2021: nil).

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

15 Reconciliation of net income to net cash flow from operating activities

	2022	2021
	£	£
Net income for the year	157,704	147,377
Depreciation charges	27,283	27,208
Interest receivable	(6,837)	(2,013)
(Increase) / decrease in debtors	55,398	21,108
Increase / (decrease) in creditors	(10,289)	(8,210)
	<hr/>	<hr/>
Net cash flow from operating activities	223,259	185,470
	<hr/>	<hr/>

16 Analysis of cash and cash equivalents

	2022	2021
	£	£
Cash in hand	39,360	34,686
Notice deposits (less than 3 months)	1,263,805	1,063,568
	<hr/>	<hr/>
Net cash flow from operating activities	1,303,165	1,098,254
	<hr/>	<hr/>

THE POLITICAL STUDIES ASSOCIATION OF THE UNITED KINGDOM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR TO 31 DECEMBER 2022

17 Analysis of changes in net debt

	At 1 January 2022 £	Cash flows £	Other non-cash changes	At 31 December 2022 £
Cash and cash equivalents	1,098,254	204,911	-	1,303,165
	<hr/>	<hr/>	<hr/>	<hr/>
	1,098,254	204,911	-	1,303,165
Loans falling due within one year	(24,477)	24,477	(25,532)	(25,532)
Loans falling due after more than one year	(557,189)	-	25,532	(531,657)
	<hr/>	<hr/>	<hr/>	<hr/>
Total	516,588	229,388	-	745,976
	<hr/>	<hr/>	<hr/>	<hr/>

18 Related Party Transactions

The payment of trustees' expenses has been disclosed in note 14.