EXPERIMENTAL PSYCHOLOGY SOCIETY ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2016

EXPERIMENTAL PSYCHOLOGY SOCIETY

CONTENTS FOR THE YEAR ENDED 30 SEPTEMBER 2016

	Pages
Trustees' annual report	1 - 4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8- 15

LEGAL AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 30 SEPTEMBER 2016

NAME OF CHARITY: The Experimental Psychology Society

CHARITY NUMBER: 258747

REGISTERED ADDRESS: Dr J Towse

> The Hon. Secretary Department of Psychology

Fylde College Lancaster University

Bailrigg Lancaster LA1 4YF

NATURE OF CHARITY'S GOVERNING

DOCUMENT:

The Governing Document is the Society's Rules - first drafted when the Society was founded in 1959, and last

amended in January 2000.

CHARITY TRUSTEES: President - Prof K Patterson (retired 7 January 2016)

President – Prof A M Burton (appointed 7 January 2016)

Hon Sec. - Dr J Towse

Hon Treasurer - Prof. P T Hollins (retired 7 January 2016) Hon Treasurer - Prof P Haggard (appointed 7 January

QJEP Editor - Prof M Brysbaert

Dr I Jentzsch - (retired 7 January 2016)

Dr P Adank Dr S Beck

Dr K Brondt - (appointed 7 January 2016)

Dr H Ferguson Dr R Jenkins

Prof S Liversedge - (appointed 7 January 2016) Dr A McGregor - (appointed 7 January 2016) Prof L Phillips (appointed 7 January 2016)

Dr A Woolland Dr K Paterson

BANKERS: HSBC

65 Cornmarket Street

Oxford OX1 3HY

National Savings Bank

Glasgow G58 1SB

The Charity Bank 194 High Street Tonbridge Kent

TN9 1BE

(QJEP Support) Record Bank

Kortrijksesteenweg 302A

9000 Ghent Belgium

REPORTING ACCOUNTANTS AND **INDEPENDENT EXAMINERS:**

Simpkins Edwards LLP

Michael House Castle Street Exeter EX4 3LQ

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2016

The trustees present their report along with the financial statements of the charity for the year ended 30 September 2016. The financial statements have been prepared in accordance with the accounting policies set out in the 'Notes to the Financial Statements' and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice

applicable to charities preparing their accounts in accordance with the Financial Reporting Standard

applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

AIMS AND ORGANISATIONS

The Society's aims and purposes are set out below.

The Objects of the Society shall be the furtherance of scientific enquiry within the field of Psychology and cognate subjects, by holding periodical meetings at which papers may be read and discussions held, and by such other activities as may be decided upon by the Society, and the dissemination of information and educational material made available as a consequence of psychological research including the publication of The Quarterly Journal of Experimental Psychology. The Society shall not engage in any activity intended to affect the professional status of its members or of psychologists generally.

The trustees confirm that they have referred to the guidance in the Charity Commissions General Guidance on public benefit when reviewing the Experimental Psychology Society's aims and objectives and in planning future activities.

Organisation of the Society

The Officers and Ordinary Committee members of the Society work on a voluntary basis, while the Editors are given modest annual research grants as a means of providing partial compensation for the personal research time given up for their editorial duties. The secretarial expenses of the Officers and Editors are reimbursed from Society funds.

Grant Making Policy

Details of the Society's policy for making grants can be found in the Society's Handbook. Copies of the handbook can be obtained from the Society's registered address.

Summary of charitable activities undertaken during the year and how they relate to the Society's objects

- 1. During the last year, scientific meetings of the Society were held at University College London, Durham University and University of Oxford.
- 2. A total of 159 oral papers were delivered to the Society and 134 posters were presented throughout the London, Durham and Oxford meetings.
- 3. At the 68th Annual General Meeting, Professor Mike Burton was elected as President and Professor Patrick Haggard was elected as Treasurer. Professor Simon Liversedge was elected as Quarterly Journal of Experimental Psychology editor-elect.
- 4. Professor Louise Phillips was elected as Ordinary Committee Member (2016-2018 inclusive).
- 5. Thirty five new members of the Society were elected. The total membership (including Honorary and Retired members) is now 940. The Postgraduate Mailing List now has 133 members.
- 7. The 68th volume of the Quarterly Journal of Experimental Psychology was published under the Editorship of Professor Marc Brysbaert.

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2016 (continued)

- 8. The Society financed 234 trips to conferences under the Grindley Grant scheme. Of these, 90 awards were made to attend EPS meetings, and 144 to attend non-EPS meetings. By comparison, last year 72 awards were made to attend EPS meetings, and 147 to attend non-EPS meetings.
- 9. The Society awarded funding for 15 postgraduate/postdoctoral study visits.
- 10. 11 undergraduate research bursaries were awarded by the Society; these were taken up during the summer by undergraduate students about to enter their final year of studies.
- 11. 24 small grants were awarded by the Society and of those which were awarded last year, seven small grants were completed this year.
- 12. The Society awarded 3 grants for Research Workshops, which are all due to take place next year:
 - "Event representations in episodic and semantic memory" organised by Silvia Gennari (University of York)
 - "Multidisciplinary approaches to understanding social communication development and disorder" organised by Courtenay Norbury (University College London)
 - "Modularity in time perception and timed behaviour" organised by Ruth Ogden and Alexis Makin (Liverpool John Moores University and University of Liverpool)

13. Public lectures and prizes:

- Professor Chris Jarrold presented the 14th EPS Mid-Career Lecture at the January meeting held at University College London. The title was: "The causes and consequences of typical and atypical working memory development".
- Dr Rebecca Jackson presented the sixth Frith Prize Lecture at the April meeting held at Durham University. The title was: "Exploring the temporal and spatial dynamics of the semantic network using TMS and fMRI".
- Professor Jonathan Grainger presented the 44th Bartlett Prize Lecture at the July meeting held at University of Oxford. The title was: "Orthographic processing and reading".
- Professor Gaia Scerif presented the 23rd EPS Prize Lecture at the July meeting held at University of Oxford. The title was: "Beyond the attentional homunculus: Attention and memory over developmental time"
- 14. The third EPS/British Science Association Undergraduate Project Prize was awarded to Amy Isham of University of Warwick. The title of her project was "Applying the distractor devaluation effect to online impulse buying". Zoe presented her work at the Durham meeting in April.

Review of progress and achievements:

As detailed above, the Society has successfully met its aims to further scientific enquiry and disseminate information. The scientific meetings held in 2016 were all very much appreciated by both the membership of the Society, the invited external speakers and our other guests, as well as members' postgraduate students and post-doctoral research staff. The keynote lectures delivered by the Society's award lecturers were distributed between the Society's three scientific meetings, for which they provide additional attractions (as well as being open to the general public). These award lectures and the accompanying symposia, were well-attended and well-received. The EPS has video recordings of these lectures which are available to members via the Society website, and we will hope to have the lectures as research papers submitted to the Society Journal, the Quarterly Journal of Experimental Psychology, in due course.

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 30 SEPTEMBER 2016 (continued)

The Editorship of the Quarterly Journal of Experimental Psychology was successfully overseen by Professor Marc Brysbaert, who is assisted by a strong Editorial Team. The volume of submissions remain strong, citation metrics have improved, and some articles have benefitted from large interest through social media that has led to worldwide exposure going well beyond academic institutions.

The Society has continued to successfully reinvest Society income into the production and dissemination of new research data along with the support and nurturing of early career talent within experimental psychology Small grants for research projects continue to generate novel and exciting scientific insights and their greater application beyond the laboratory. The Society provides support for research workshops and symposia so as to discuss emerging issues, and the Quarterly Journal of Experimental Psychology provides a strong and influential outlet for research under the stewardship of the Society.

Review of financial activities

The Society routinely meets its commitments on the basis of income from three different sources: royalties from the publication of its Journal, members' subscriptions and interest on invested capital. The Society has no liabilities, mortgages or outstanding commitments.

Income in 2015/16 was £320,589 (2015: £316,682). As in 2014/15, income was heavily dependent on the royalty of £298,856 (2015: £293,648) from Psychology Press for QJEP.

Total expenditure in 2015/16 was £314,209 (2015: £340,706).

The net (deficit)/surplus for the year was £14,845: (2015: £26,941 deficit). After adding this to the accumulated funds brought forward of £351,750 (£267,852 unrestricted funds and £83,898 restricted funds), there is a balance on reserves of £366,595 to carry forward within the society. This consists of £271,658 unrestricted funds and £94,937 restricted funds.

The reserves will be monitored by the Society committee on an annual basis to ensure that the Society maintains its charitable expenses in line with income.

Reserves Policy

The trustees have reviewed the Society's needs for reserves in line with the guidance issued by the Charity Commission. The Society has built, and intends to maintain reserves at a level of at least the equivalent of its annual expenditure, in order to be able to continue to meet its obligations for planned activity during any year in which its main income (royalties from the Society's journal) decreased and to provide stability during transition to a revised funding structure. Reserves should never exceed twice the annual expenditure level. The reserves will be monitored by the Society Committee on an annual basis to ensure that the Society maintains its charitable expenses in line with income.

Risk Management

The Society's reserves policy focuses on the risk associated with a decrease in journal income, and would mitigate the affect of a decrease in royalties on the Society's ability to fund conference, workshops and grants in pursuit of its scientific and educational objectives.

Morre

The Trustees report was approved by the trustees on behalf by

and signed on their

Signed Dr J Towse

Hon Secretary

Signed Prof P Haggard

Hon Treasurer

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 30 SEPTEMBER 2016

I report on the financial statements of the Society for the year ended 30 September 2016 which are set out in the statement of financial activities, balance sheet and notes to the financial statements.

Respective responsibilities of trustees and examiners

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- examine the accounts under section 43 of the 2011 Act:
- to follow the procedures laid down in the General Directions given by the Charity Commissioner under section 43(7)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items of disclosures in the financial statements, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

We understand that this has been done in order for the accounts to show a true and fair view in accordance with the Generally Accepted Accounting Practice effective from reporting period beginning on or after 1 January 2016.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with S.41 of the Act; and
 - to prepare financial statements which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

J L Coombs MA (Cantab) FCA

Date:

Simpkins Edwards LLP Chartered Accountants Michael House Castle Street Exeter Devon EX4 3LQ

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30 SEPTEMBER 2016

Total Total Unrestricted Restricted funds funds funds funds 2016 2015 **Notes** £ £ £ £ Income from: **Donations** 8,540 8,540 10,000 Charitable activities 306,775 306,775 301,272 Investments 4,079 5,410 1,195 5,274 3 316,510 320,589 316,682 4,079 **Expenditure on:** Charitable activities 256,001 1,505 257,506 274,206 Other 56,703 56,703 66,500 4 312,704 1,505 314,209 340,706 Net gains on investments 11 8,465 8,465 (2,917)Net income/(expenditure) 3,806 11,039 14,845 (26,941)Transfers between funds Net movement in funds 3,806 11,039 14,845 (26,941)Reconciliation of funds: Total funds brought forward 267,852 83,898 351,750 378,691 Total funds carried forward 16 271,658 94,937 366,595 351,750

BALANCE SHEET AS AT 30 SEPTEMBER 2016

	Notes	2016 £	2015 £
Fixed assets			
Investments	11	98,194	85,650
		98,194	85,650
Current assets Debtors	12	_	1,148
Debiois	12	-	1,140
Cash at bank and in hand	13	542,808	534,631
		542,808	535,779
Creditors: amounts falling due within one year	14	(274,407)	(269,679)
Net Current Assets		268,401	266,100
Net Assets		366,595	351,750
Income Funds			
Restricted Funds	16	94,937	83,898
General Funds	16	271,658	267,852
Total Funds		366,595	351,750

The financial statements were approved by the Trustees on

Dr J Towse Prof P Haggard

Hon. Secretary Hon. Treasurer

The notes on pages 8 to 14 form part of these financial statements.

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

(a) Basis of preparation

The financial statements have been prepared are on the basis of the historic cost convention at cost or transaction value except investments which are shown at fair value in accordance with:

- Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102); and Update Bulletin 1;
- And with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102);
- And with the Charities Act 2011.
- And with Accounting Standards (UK Generally Accepted Practice) as applied from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their financial statements in accordance with the financial reporting standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees are of the view that based on the level of its funds, that the Charity remains a going concern.

(b) Reconciliation with previously Generally Accepted Accounting Practice

In preparing the financial statements, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP, FRS 102, a restatement of comparative items was needed. No restatements were required.

(c) 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 charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

(d) Income

All income is included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

(e) Investment income

Dividends are credited to the statement of financial activities as they accrue. Income on accumulated investment funds is treated as an increase in the value of that fund.

(f) Deferred Income

A proportion of royalties for QJEP are paid in advance each year. The amount paid in advance is included within creditors and deferred income

(g) Assets and liabilities

These are included in the balance sheet at the following amounts:-

- current assets at the lower of cost and net realisable value
- liabilities at the settlement value
- investments are stated at fair value based on a market value derived at from a quoted stock market price at the balance sheet date.

(h) Liability recognition

Generally liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure.

(i) VAT

The charity is not registered for value added tax (VAT). In these financial statements, where applicable, expenditure is shown inclusive of VAT.

(j) Expenditure on Charitable Activities

This comprises all expenditure directly relating to the objects of the charity. Where appropriate it includes proper allocation of items of expenditure involving more than one cost category.

(k) Grants payable

Grant expenditure is recorded on an accruals basis. A liability is recognised on confirmation that the grant has been awarded.

(I) Other expenditure

Items included in management and administration expenditure are costs which are not incurred directly in any of the charitable activities or projects of the charity.

(m) Investment income

Dividend are credited to the statement of financial activities as they accrue. Income on accumulated investment funds as treated as an increase in the value of that fund.

(n) Foreign exchange

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rate of exchange ruling at the balance sheet date.

(o) Basic Financial Instruments

The charity only has financial assets and 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.

2. Transactions with trustees and connected persons

No expenses (2015: £Nil) were paid to the President, Treasurer and Secretary of the Society during the year.

A total of £13,331 (2015: £13,392) was paid during the year to committee members for reimbursement of travel costs to meetings etc.

3.	Income and Endowments		Unrestricted funds £	Restricted funds	Total funds 2016 £	Total funds 2015 £
	Donations					
	Subscriptions		8,540	-	8,540	10,000
	Charitable activities					
	QJEP		298,856	-	298,856	293,648
	Society dinner		1,456	-	1,456	1,137
	Sale of books		13	-	13	13
	Contribution towards prizes and lecture recording		6,450	-	6,450	6,474
			306,775		306,775	301,272
	Investment income		004		004	047
	National Savings Bank		621	-	621	617
	Charity Bank	ma)	510	4,079	510 4,079	734 4,059
	Charifund interest (restricted incor HSBC Deposit	iie)	64	4,079	4,079 64	4,059
	Пово Берозії					
			1,195	4,079	5,274	5,410
	N	otes	Unrestricted Funds	Restricted Funds 2016	Total Funds 2015	Total Funds
	· ·	Oles		2010	£	£
4.	Expenditure on charitable activ	ities			_	~
	QJEP	5	42,444	-	42,444	37,988
	Conference expenses	6	29,046	1,005	30,051	28,137
	EPS Workshops	_	14,260	-	14,260	20,973
	Grants payable	7	170,251	500	170,751	187,108
			256,001	1,505	257,506	274,206

4.	Expenditure on charitable activities (co	ntinued)		Total	Total
	Other expenditure Notes	Unrestricted funds	Restricted funds	funds 2016 £	funds 2015
	Subscriptions to other organisations 8 Management and administration 9	2,148 54,555	-	2,148 54,555	2,757 63,743
	management and administration				
		56,703		56,703	66,500
5.	QJEP expenses			2016 £	2015 £
	Editor's secretarial expenses Associate editor's expenses Profit on foreign exchange movement			28,149 15,658 (1,363)	25,639 12,349
				42,444	37,988
6.	Conference expenses			2016 £	2015 £
	Bartlett lecturer expenses (restricted) Frith Lecture expenses			1,005	- 71
	Hospitality			12,860	16,367
	Invited speakers expenses – symposia Other conference support			12,386	9,349 2,350
	Conference dinner			3,800	2,000
				30,051	28,137
7.	Grants and awards payable			2016 £	2015 £
	Bartlett prize (restricted)			-	1,000
	Frith Prize (restricted)			500	500
	Postgraduate travel (Grindley Grants) Study visits			59,167 29,552	82,124
	Student bursaries			29,552 17,100	15,583 29,400
	EPS prizes (EPS: Mid-career: Undergradu	ıate)		2,000	-
	Small grants Other awards			61,863 569	54,508 3,993
				170,751	187,108

A total of 227 grants were made to fund post graduate travel. A further 17 grants were made to fund study visits. 11 undergraduate bursaries were awarded in the year. All grants were made to individuals.

8.	Subscriptions to other organisati	ons		2016 £	2015 £
	Campaign for Science & Engineerin	ng		1,375	500
	Society of Biology British Association of Science			773 -	257 2,000
				2,148	2,757
9.	Management and administration			2016 £	2015 £
	Secretary EPS: Secretarial assis Treasurer EPS: Secretarial assis			33,683 5,521	42,904 4,907
	Other office expenses Committee travel Accountancy fees Miscellaneous			13,331 1,980 40	211 13,392 2,329 -
				54,555	63,743
10.	Independent examiners remunera	ation		2016 £	2015 £
	In respect of: Independent examination service Accountancy services			990 990	1,079 1,250
				1,980	2,329
11.	Investments	I	Mandage		18-11
		Investment income year ended 30 September 2016	Market value at 30 September 2016	Market value at 30 September 2015	Historical cost at 30 September 2016
	RESTRICTED FUND	September 2010	2010	2013	2010
	M&G Accumulation Charifund	4,079	98,194	85,650	30,410

The investments above are listed on a recognised stock exchange or are ones valued by reference to such investments. These investment assets are UK based.

Reconciliation of investments

	£
Market value at 1 October 2015	85,650
Add: Interest received	4,079
Unrealised profit	8,465
Market value at 30 September 2016	98,194

The investment comprises 453 units of the M&G Equities Investment Fund for Charities – Charifund.

12.	Debtors		2016 £	2015 £
	Prepayments		-	1,148
13.	Cash at bank and in hand		2016 £	2015 £
	HSBC Current account HSBC Deposit account The Charity Bank National Savings Bank Record Bank (Belgium)		14,511 443,571 - 83,466 1,260	345,058 145 100,653 82,845 5,930
			542,808	534,631
14.	Creditors: amounts falling due	e within one year		
		Note	2016 £	2015 £
	Accruals Accountancy Secretarial assistance		2,050 8,337	2,050 5,835
	Deferred income Royalties in advance	15	68,295	66,306
	Other creditors Workshop support Grindley Grants Study visits Bursaries Small Grants Awards Treasurers assistance		33,500 20,500 27,694 20,600 89,267 2,500 1,664	33,500 42,500 16,000 28,200 71,963 2,500 825
			274,407	269,679

15.	Deferred income		2016 £	2015 £
	As at 1 October 2015 Amount released from previous year		66,306 (66,306)	64,375 (64,375)
	Incoming resources deferred in the year		68,295	66,306
	As at 30 September 2016		68,295	66,306
16.	Analysis of net assets between funds	Unrestricted Fund £	Restricted Fund £	Total £
	Investment assets Net current assets	- 271,658	98,194 (3,257)	98,194 268,401
		271,658	94,937	366,595
	Represented by Unrealised amounts Realised amounts	- 271,658	98,194 (3,257)	98,194 268,401
		271,658	94,937	366,595

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds:	£
Bartlett lecture fund	89,802
Frith Fund	5,135
	94,937

The Bartlett lecture fund provides financial support for the annual lecture held in memory of Sir Frederic Bartlett.

The Frith Fund which arose from the donation of Professors C and U Frith in order to recognise exceptional talent amongst Psychology PhD Students. The donation is intended to cover the award for the first five years of its existence until 2016, after which it will be administered by the Society.

17. Post Balance sheet event

The Trustees of the Society had, historically, taken the view that the activities of Society were not subject to Value Added Tax (VAT). However, as part of a VAT review which took place in December 2016 it was determined that this was not correct and that Output VAT was payable in respect of royalties received in respect of the Society granting rights to the publishing of the Quarterly Journal of the Society. As a result, the Society had not registered for VAT over an extended period of years. The Society's publishers over that period, Taylor and Francis had also not been aware of the problem until it was brought to their attention. Fortunately, Taylor and Francis have agreed to pay the outstanding VAT (which they will be able to reclaim as Input VAT).

The Trustees have determined that the amount of Output VAT payable will be equivalent to the amount receivable from Taylor and Francis. They have also identified Input VAT on expenditure incurred by the Society over the same extended period which the Trustees anticipate will counteract the financial effect of the anticipated VAT penalty incurred in respect of non-registration.