

Charity Registration No. 282744

**OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2016**

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Dr A Pechey Dr A L Sandham Ms A Urdes
Charity number	282744
Principal address	The Croft 20 Coulston Westbury Wiltshire BA13 4NY
Independent examiner	David Owen & Co 17 The Market Place Devizes Wiltshire SN10 1BA

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

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OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2016

The trustees present their report and accounts for the year ended 31 December 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution (adopted in 1981), 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)"

Objectives and activities

The principal activity of the charity and its objective is the promotion and teaching of psychology.

The trustees have paid due regard to guidance issued by the Charity Commission on public benefit and in particular its supplementary guidance on advancing education in deciding what activities the charity should undertake.

Achievements and performance

During the year we held three weekend events, all at Warwick University. We also supported regional events. Our first weekend of the year was a weekend in March providing consolidation for students studying DD307 (Social Psychology), ED209 (Child Development) DE100 (Investigating Psychology 1) and a Mixed Methods Workshop. The second weekend, held in May, provided revision for students DD307 (Social Psychology) and DE200 (Investigating Psychology 2). The Annual Conference Weekend was held in September. The topic for the conference was – Evolutionary Psychology. In addition to the conference we ran a revision Course consolidation course for DD303 (Cognitive Psychology), an overview of SDK228 (The science of the Mind: investigating mental health), an Essential Skills workshop and a course entitled "Thinking of Postgrad?" - which explored a variety of professions that graduates could enter and discussed the extra skills, qualifications and courses that students could think about pursuing to achieve employment in a particular career in psychology.

During the year, 19 assisted places (i.e. zero costs to the students) were distributed to OU students who applied for them.

Financial review

The trustees have considered the most appropriate policy for investing funds, taking into account the Society's requirement that such investments must be secure, that the value of the capital involved must be maintained and that ready access to the invested funds must be available. The trustees feel that the maintenance of bank deposit accounts satisfies these criteria. The charity currently holds readily available funds in reserve accounts upon which interest is received every month. As at 31 December 2016 the reserve account held a total of £40,178 (2015: £85,136) with interest received during the year being £43 (2015: £43). A second reserve account opened at the year end holds £75,000. The charity also has a current account, which at the year-end held £48,591 (2015: £73,555).

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees has assessed the major risks to which the charity is exposed. Specific risks identified are the operations and finance of the charity, with specific concern being applied to the success of courses put on by the charity. The trustees are satisfied that systems are in place to mitigate exposure to the major risks. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

Structure, governance and management

The charity was established by a charitable trust deed in 1981 and is an unincorporated charity.

The trustees who served during the year were:

Dr A Pechey

Dr A L Sandham

Ms A Urdes

The trustees of the charity are the elected Chair, Secretary and Treasurer of the Executive Committee: these are elected annually at the Annual General Meeting of the charity and must be full or honorary members of the society.

The charity's committee includes the Chairman, Secretary and Treasurer as the officers and the trustees. The committee also includes a President (Prof. F. Toates) and two Vice-presidents (Dr. R. Stevens and Prof. N. Frude). The other committee member positions are: Vice-Chair; Revision Weekend Officer; Newsletter Editor; Student Support Officer; Publicity Officer; OUSA Representative; Website Officer and Regional representative. All the committee positions are unpaid volunteer positions. The day to day administrative tasks of the charity are delegated to a part time Business Administrator, this is a paid position.

The charity is affiliated to the Open University Students Association and complies with the affiliation requirements shown at www.ousa.org.uk.

Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

The trustees' report was approved by the Board of Trustees.

Dr A Pechey

Trustee

Dated: 6 May 2017



OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

I report on the accounts of the charity for the year ended 31 December 2016, which are set out on pages 5 to 14.

Respective responsibilities of trustees and examiner

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 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) 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 Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking 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 next statement.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared accounts 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 now been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Julian Pocock ACA CTA
David Owen & Co

17 The Market Place
Devizes
Wiltshire
SN10 1BA

Dated: 6 May 2017

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2016

	Notes	2016 £	2015 £
<u>Income from:</u>			
Charitable activities	3	161,772	238,241
Other trading activities	4	1,014	564
Investments	5	43	43
Total income		<u>162,829</u>	<u>238,848</u>
<u>Expenditure on:</u>			
Charitable activities	6	173,403	230,921
Net (expenditure)/income for the year/ Net movement in funds		<u>(10,574)</u>	<u>7,927</u>
Fund balances at 1 January 2016		146,543	138,616
Fund balances at 31 December 2016		<u><u>135,969</u></u>	<u><u>146,543</u></u>

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

All income and expenditure derive from continuing activities.

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

BALANCE SHEET

AS AT 31 DECEMBER 2016

	Notes	2016		2015	
		£	£	£	£
Fixed assets					
Tangible assets	11		277		497
Current assets					
Stocks	13	1,446		1,183	
Cash at bank and in hand		170,003		198,786	
		<u>171,449</u>		<u>199,969</u>	
Creditors: amounts falling due within one year	14	<u>(35,757)</u>		<u>(53,923)</u>	
Net current assets			135,692		146,046
Total assets less current liabilities			<u>135,969</u>		<u>146,543</u>
Income funds					
Unrestricted funds			135,969		146,543
			<u>135,969</u>		<u>146,543</u>

The accounts were approved by the Trustees on 6 May 2017



Dr A L Sandham
Trustee

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2016

1 Accounting policies

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's constitution, 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The accounts 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

These accounts for the year ended 31 December 2016 are the first accounts of Open University Psychological Society prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 January 2015. The reported financial position and financial performance for the previous period are not affected by the transition to FRS 102.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Where income is received in advance of meeting any performance-related conditions there is not unconditional entitlement to the income and its recognition is deferred and included in creditors as deferred income until the performance-related conditions are met.

Memberships subscriptions run for a calendar year from the date of payment. Any amounts relating to the following year are included in deferred income.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost relating to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	25% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

3 Charitable activities

	2016	2015
	£	£
Conferences		
March weekend	32,965	33,037
May weekend	78,338	74,990
Summer conference	-	29,303
September weekend	46,909	93,066
Subscriptions	2,810	7,845
	<u>161,772</u>	<u>238,241</u>

4 Other trading activities

	2016	2015
	£	£
Net income from trading activities	<u>1,014</u>	<u>564</u>

5 Investments

	2016	2015
	£	£
Interest receivable	<u>43</u>	<u>43</u>

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

6 Charitable activities

	2016 £	2015 £
Travel	2,228	2,925
Tutors	10,472	14,781
Accommodation	130,085	173,330
Charges	4,461	5,035
Office costs	2,048	3,750
Regional subsidies	1,470	1,790
	<u>150,764</u>	<u>201,611</u>
Share of support costs (see note 7)	19,506	26,391
Share of governance costs (see note 7)	3,133	2,919
	<u>173,403</u>	<u>230,921</u>
Analysis by fund		
Unrestricted funds	173,403	
	<u>173,403</u>	
For the year ended 31 December 2015		
Unrestricted funds		230,921
		<u>230,921</u>

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

7 Support costs

	Support costs £	Governance costs £	2016 £	2015 £	Basis of allocation
Staff costs	11,918	-	11,918	11,159	
Depreciation	220	-	220	133	
Telephone	955	-	955	700	
Sundries	76	-	76	207	
Office expenses	2,656	-	2,656	2,755	
Newsletter	3,681	-	3,681	11,437	
Accountancy	-	2,760	2,760	2,460	Governance
Travelling expenses	-	373	373	459	Governance
	<u>19,506</u>	<u>3,133</u>	<u>22,639</u>	<u>29,310</u>	
Analysed between Charitable activities	<u>19,506</u>	<u>3,133</u>	<u>22,639</u>	<u>29,310</u>	

Governance costs includes payments to the accountants of £2,520 (2015- £2,460) for independent examination fees.

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year in their role as trustees, but 2 of them were reimbursed a total of £395 for travel and other expenses and 2 of them received £724 for tutor fees (2015- 3 were reimbursed £1,087 for travel and other expenses and 1 of them received £900 for tutor fees).

9 Employees

Number of employees

The average monthly number employees during the year was:

	2016 Number	2015 Number
Administration	<u>1</u>	<u>1</u>
Employment costs	2016	2015
	£	£
Wages and salaries	11,910	11,159
Other pension costs	8	-
	<u>11,918</u>	<u>11,159</u>

There were no employees whose annual remuneration was £60,000 or more.

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

10 Taxation

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.

11 Tangible fixed assets

Fixtures, fittings & equipment
£

Cost

At 1 January 2016 880

At 31 December 2016 880

Depreciation and impairment

At 1 January 2016 383

Depreciation charged in the year 220

At 31 December 2016 603

Carrying amount

At 31 December 2016 277

At 31 December 2015 497

12 Financial instruments

2016 2015
£ £

Carrying amount of financial liabilities

Measured at amortised cost 6,042 2,460

13 Stocks

2016 2015
£ £

Finished goods and goods for resale 1,446 1,183

14 Creditors: amounts falling due within one year

Notes 2016 2015
£ £

Deferred income 15 29,715 51,463

Trade creditors 3,514 -

Accruals 2,528 2,460

35,757 53,923

OPEN UNIVERSITY PSYCHOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2016

15 Deferred income

	2016 £	2015 £
Other deferred income	29,715	51,463

Deferred income is included in the financial statements as follows:

	2016 £	2015 £
Current liabilities	29,715	51,463
	<u>29,715</u>	<u>51,463</u>

16 Related party transactions

There were no disclosable related party transactions during the year (2015- none) apart from those shown in the trustees note.