

**REGISTERED COMPANY NUMBER: 00648041 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 257303**

**TRUSTEES' REPORT AND**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**  
**FOR**  
**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

Landers Accountants Ltd  
Church View Chambers  
38 Market Square  
Toddington  
Bedfordshire  
LU5 6BS

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**REFERENCE AND ADMINISTRATIVE DETAILS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>TRUSTEES</b>	Mr M S J Carr-West Mr S C Constable Mr H G Crabtree Mr K F P Franklin Mr P F Hemingway Mr G P Higginson Prof M G Kibblewhite Mr R J Merrall Dr M R Moore Mr A C Newbold Prof R J Rickson
<b>PRESIDENT</b>	Mr P F Hemingway
<b>COMPANY SECRETARY</b>	Mr C D Nicklin
<b>REGISTERED OFFICE</b>	The Bullock Building (Bldg 53) University Way CRANFIELD Bedfordshire MK43 0GH
<b>REGISTERED COMPANY NUMBER</b>	00648041 (England and Wales)
<b>REGISTERED CHARITY NUMBER</b>	257303
<b>INDEPENDENT EXAMINER</b>	Landers Accountants Ltd Church View Chambers 38 Market Square Toddington Bedfordshire LU5 6BS
<b>BANKERS</b>	HSBC 12 Allhallows Bedford Bedfordshire MK40 1LJ
<b>INVESTMENT MANAGER</b>	Investec 30 Gresham Street London EC2 7QP

This page does not form part of the statutory financial statements

## Aims and Objectives

The remit of the Institution of Agricultural Engineers (IAgrE) was reviewed and the associated Memorandum and Articles of Association were updated in 2017. Established in 1938 (as the Institution of British Agricultural Engineers), the overall aims of IAgrE were then, as they are now, to:

- Promote agricultural engineering as a profession.
- Direct and apply the sources of energy in Nature for the sustainable use and convenience of man in the adaptation and application of materials and mechanical methods for the best development of land use for agriculture, forestry and other purposes and
- Promote good practice in all applications of technology across the land based sector.

Prime objectives are all for the public benefit and, as ever, to continue with the drive to increase and broaden the membership base and raise the profile of IAgrE. Further information on the aims of the Institution are detailed in the Memorandum and Articles of Association which are published at [www.iagre.org](http://www.iagre.org)

## Structure, Governance and Management

### Structure

IAgrE is overseen by an Executive Committee whose members act as Trustees. These are also directors of the charity for the purposes of the Companies Act, and through this report, submit their annual report and the financial statements for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) (FRS 102) "Accounting and Reporting by Charities" 2<sup>nd</sup> edition issued in 2019 in preparing the annual report and financial statements of the charity.

IAgrE is a charitable company (charity number 257303) limited by guarantee (company number 00648041) and is governed by a Memorandum and Articles of Association. The principal address and registered office of the charity is The Bullock Building, University Way, Cranfield, Bedford MK43 0GH.

IAgrE is regulated by both the Charities Commission and by Company Law. An Advisory Council assists in setting the overall direction and policy of the Institution. Council is elected by the corporate (voting) members of IAgrE. Operationally, the IAgrE is run by its Chief Executive Officer (CEO) supported by the Executive Committee which is appointed annually at the Annual General Meeting (AGM) and is responsible for executive action on all including Finance and General Purposes.

### Advisory Council

Advisory Council meetings take place twice a year and are used to discuss matters of strategic importance to IAgrE. These meetings are usually associated with a visit to key organisations within IAgrE's wider community. 2020 has of course been an extraordinary year due to the Covid-19 pandemic. The first meeting of 2020 was held at Cranfield University on the 18<sup>th</sup> Feb. Due to travel restrictions the second was held on-line on the 15<sup>th</sup> October. Advisory Council meetings are used to update and record the ongoing activities of IAgrE branches.

Matters for discussion included increasing awareness of IAgrE and interaction with younger people including farmers and students via

a number of routes such as colleges, press, industry and technical days. A significant discussion was held on CPD, mentoring, registration and qualifications. The recruitment of new editors for BioSystems was discussed due to increased work load and personnel changes. The new IAgrE CEO was formally introduced and gave a short career resume, followed by introductions from the Advisory Council members present. A Summary of the Executive meetings were presented and discussed, including conference, strategy, audits and projects.

### Health and Safety

IAgrE provides a Health and Safety Policy document. This is updated regularly. All staff are routinely reminded of its existence.

### Staff

**Edward Hansom** was employed (full time) in the role of CEO and Secretary. He resigned from his appointment on 31<sup>st</sup> May 2020.

**Charles Nicklin** is employed (full time) in the role of CEO and Secretary having started this appointment on 1<sup>st</sup> October 2020.

**Alison Chapman** is employed (full time) as Membership Secretary and is closely involved in supporting the Membership Committee.

**Sarah McLeod** is employed (9 days/fortnight) as the Membership and Events Support/Office Administrator. She organises events and the Annual Conference and supports the members, branches and groups. She also manages the CPD audit as well as supporting Council & Executive.

**Marion King** is contracted as Communications Officer two days per week. She completes press releases, marketing material and continues to raise the profile of IAgrE through social media via Facebook, LinkedIn and Twitter.

**Jo Martindale** is contracted as Bookkeeper for two days per week working closely with the Secretariat and accountants.

### Risk Management

The Trustees are responsible for the management of risks faced by the Institution and seek early identification, evaluation and effective management and mitigation of key risks. Potential risks, impact and mitigation are identified by the IAgrE CEO and are considered by Trustees at all Executive Committee meetings. The principal risks identified are:

- Business interruption as a consequence of loss of key staff, office and records, and/or premises lease amendment.
- Loss of membership and/or loss of income from substantial decrease in membership renewals.
- Information and Communication Technology related issues such as a website crash and/or database failure.
- Loss of income streams such as BioSystems Engineering and return on investments.

### Statement of disclosure to Independent Examiner

The trustees are responsible for keeping proper 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 information of which the charitable company's independent examiner is unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiner is aware of that information.

The trustees also confirm that they have taken due regard to Charity Commission guidance on public benefit.

## Trustees

The Trustees of IAgrE on the date of approval of the financial statements were:

Mr P Hemingway, President	Mr A C Newbold, Hon Treasurer
Prof R J Rickson	Mr G Higginson
Dr R J Merrall	Mr K Franklin
Prof M G Kibblewhite	Mr H Crabtree
Mr S C Constable	Mr M StJ Carr-West
Dr M Moore	

Dr M C Butler Ellis and Professor P C H Miller are co-opted members of the Executive Committee.

## Review of Activities

### Overview

IAgrE continues to place emphasis on the five-year development plan and has made progress in delivering the business objectives which, whilst maintaining the need to operate within Charities rules and best practice have been set against the following business development themes:

- Promoting the value and benefits of IAgrE membership.
- Ensuring that the Engineering Council and Society for the Environment licences are maintained.
- Continuing to develop new business activities and income streams.
- Increasing the IAgrE profile with other institutions and stakeholders so that IAgrE is viewed as being influential, with good quality intelligence and intellectual capital.

## Strategic Developments

2020 was a challenging year for the IAgrE and its membership. The Covid-19 pandemic impacted the Institution's operation in many ways, but despite the continuity of the business was maintained.

The strategy laid out in the previous year continued, albeit at a reduced pace, but with additional items.

The priorities forming the strategic development plan remain and include:

- Ensuring that the membership, other stakeholders and more general audiences have an improved understanding.
- Develop simpler, clearer messaging will enable easier engagement with target audiences.
- Better demonstrate the value of IAgrE to retain existing members, attract new ones and gain employers' backing.
- Converting from student to another class of membership.

- Investment of funds and resources to both promote IAgrE further and to retain membership.
- Use technology to communicate with members, engage them with IAgrE activities and promoting the Institution more widely.
- Continue to promote professionalism and high standards.
- Broader engagement with wider industry stakeholders with the aspiration that there could be mutual endorsement where appropriate.
- More events; both generic and specialist, and a revival of special interest groups with live streaming of branch meetings to increase the breadth of engagement.
- Use the IAgrE website better to give members access to research and information as well as an improved jobs page.

The Secretariat continued to progress these developments during 2020.

In 2020 the sampling of IAgrE members Continuing Professional Development (CPD) records continued in accordance with the Regulations. Those members who failed to engage with the CPD requirements were contacted to encourage their full cooperation. If they still failed to engage with the sampling process they were added to the following year's cohort of members to be sampled. Successful use has been made of the Engineering Council "MyCareerPath" platform for recording and sampling members CPD. Those members chosen for the CPD sampling exercise have benefited from good quality feedback which has been well received. IAgrE engages with a CPD forum to share best practice with other organisations and also contributes to an Engineering Council working group for this activity.

The Membership Committee continued to work effectively with good feedback from the Engineering Council Liaison Officer. Membership related procedures are reviewed annually with minor adjustments being made to reflect emerging requirements required for IAgrE to maintain its Engineering Council and Society for the Environment licences. IAgrE is actively involved with committee work for both licencing bodies including a review of the UK-SPEC standards for professional engineer registration.

The annual conference in 2020 followed a virtual format, where speakers pre-recorded their presentations for viewing beforehand. The subject of the 2020 conference was Lean Principles and Resilience in Agricultural Engineering; a subject quite timely given the pandemic being faced. Presenters were drawn from a diverse range of the sector including machinery manufacturers and dealers, fresh produce producers, consultants and researchers. The conference then culminated in a live Q&A session on the 4<sup>th</sup> October, attracting a strong audience. A benefit of using a virtual format is that all the presentations can be viewed in the future via the website.

IAgrE continues to develop a productive working relationship with the Royal Academy of Engineering (RAEng) and is actively involved with a number of Academy initiatives. IAgrE is actively engaged in the RAEng National Engineering Policy Centre (NEPC) which was set up in 2018. This has been effective in raising the profile of engineering for sustainable food production and global food security with policy influencers. Policy work on subjects such as energy, data, communications, autonomous vehicles and drones, as well as Covid-19, are all benefiting from IAgrE input.

Partnership and collaborations continue to be an important part of the IAgrE remit. The institution engaged with a number of organisations on a variety of topics:

- Westminster Food & Nutrition Forum, future agricultural land use
- Engineering & Physical Sciences Research Council, net zero agriculture
- Society for the Environment, soil and stones report
- Round table discussion with Lord Curry to discuss a new professional body for agriculture.

The Institution continues engagement with other PEIs, industry bodies, universities, colleges and companies covering a range of topics such from apprenticeships to engineering for food production. The IAgrE continues to look to accredit courses and programmes in the land-based education sector.

## Services to Engineers

IAgrE continues to promote professionalism through the marketing of professional qualifications at all levels from Engineering Technicians through to Chartered Engineer and Environmentalist registration. We continue to place strong emphasis on supporting Engineering UK and the Engineering Council. IAgrE sits on the Operational Group of the Engineering 4 Education (E4E) panel which is hosted by the RAEng and works to inform education policy and practice by:

- Initiating and contributing to policy debates
- Providing decision-makers with high quality information and analysis
- Ensuring that all learners are enabled to make connections across areas of learning that support an education for engineering
- Highlighting the needs of future engineers and routes into engineering that are open to all

IAgrE receives many requests for contributions to a range of consultations led by the RAEng and other national bodies. Where possible and relevant, IAgrE will commit resources to support these initiatives on behalf of the wider membership.

The Institution's interests continue to be represented at the Engineering Council at numerous Committees and Working Groups including:

- The Engineering Accreditation Board (EAB)
- The Engineering Apprenticeship and Technician Qualifications (EATQ) Forum
- The EngTech Value Proposition Working Group
- The Heads of Membership Committee
- The PEIs Group B & C Panels, and
- The Professional Engineering Committee.

All of these ensure that the IAgrE maintains a high profile within the Engineering Council and is kept up-to-date with policy and standards. During 2020 the Institution had its 5-year licence review, which was fully closed out in March 2021.

Malcolm Carr-West is the IAgrE's nominated Engineering Council volunteer and sits on the Quality Assurance Committee and also acts as alternate to the IAgrE CEO on the important Engineering Apprenticeship and Technician Qualifications. The Engineering Council has issued the new 4<sup>th</sup> Edition of UK SPEC mid 2020 which will be incorporated into the IAgrE procedures over the course of 2021.

## Land-based Engineering Training and Education Committee

IAgrE continues to work closely with AEA and BAGMA through the Land-based Engineering Training and Education Committee (LE-TEC) to support apprenticeship development, careers promotion and the Land-based Technician Accreditation (LTA) scheme. LE-TEC is a limited company with IAgrE as an equal partner along side AEA and BAGMA.

Since the compulsory LTA requirement for IAgrE membership and EngTech registration was removed in 2018, membership numbers have sharply declined. Irrespective of the LTA scheme, a renewed focus will be placed on EngTech registration going forward.

The Parlour Safe scheme for milking equipment is well established with the only qualification in the sector being provided by Reaseheath College and Hartpury College who, in conjunction with Milking Equipment Association members, offer courses covering the current three Categories of Parloursafe.

Administration of Parlour Safe is now administered by the AEA, however, the IAgrE still contributes to its technical committee on matters relating to CPD and ensuring rigour and transparency of process of technician registration and matters relating to IAgrE membership and registration with both the Engineering Council and the Society for the Environment.

## Education

IAgrE has a renewed focus on building relationships with colleges and universities, and provides talks and seminars as required. IAgrE membership, funded through the Douglas Bomford Trust (DBT) is afforded to students following UK recognised qualifications in agricultural engineering and associated subjects.

Working with industry through LE-TEC, IAgrE continues to support the development of apprenticeship programmes in Land-based Service Engineering at foundation and advanced levels now expanded to meet the requirements of the construction and plant sector. These were launched in 2018 and the first round of end-point assessments were completed in 2020.

## Society for the Environment

IAgrE continues to maintain a productive working relationship with Society for the Environment. Alastair Taylor (former IAgrE CEO) was elected Chief Licence Reviewer for the Society for the Environment at their AGM in the summer of 2020.

IAgrE has now been granted a licence to award the newly-created Registered Environmental Practitioner (REnvP) grade for the Society for the Environment and has been marketing the grade since January 2021, which we believe will lead to additional new members.

## Publications

The Publications Management Committee meets regularly to facilitate and monitor the development of all IAgrE publication activities.

BioSystems Engineering, IAgrE's scientific journal, continues to thrive with a further increase in electronic downloads. The Editorial team works hard to maintain the high quality of published papers. The number of papers submitted to BioSystems Engineering continues to grow and exceeds 1200 per annum, this coupled with

the impending retirement of Dr Bill Day has necessitated significant changes to the editorial team.

The BioSystems Engineering editorial team going forwards into 2021 comprises:

- Dr Steve Parkin (Editor-in-Chief)
- Dr Bill Day (Editor Emeritus)
- Prof Jacek Koziel (Senior Editor)
- Prof Nikolaos Katsoulas (Senior Editor)
- Dr Dvorlai Wulfsohn (Associate Editor)
- Mr John Gowing (Associate Editor)
- Prof Stavros Vougioukas (Associate Editor)
- Prof Fernando Auat Cheein (Associate Editor)
- Prof Konstantinos Ferentinos (Associate Editor)
- Dr Meir Teitel (Associate Editor)
- Prof Raphael Linker (Associate Editor)

Biosystems Engineering forms an important component of IAgrE's portfolio. Income from the publishing contract with Elsevier was again in excess of the guaranteed sum. A substantially reduced on-line subscription to Biosystems Engineering is available to IAgrE members – a significant benefit to members. Limited free downloads are also available to members. During 2020 a number of special editions were produced. Income remains stable, but due to the rise of submissions the editorial costs have increased.

Andy Newbold took over as editor of *Landwards* from January 2020. The editor's role is to present the Institution, its members, its views and activities in a positive light. In one member's words "to be my window into the world of agricultural engineering". New institutional activities and many meetings moving online have provided fertile ground for articles, with a ready supply of content for the new editor. The editor is very appreciative of the support from members, branches and the many and varied correspondents. Regular pre-production meetings are held with the IAgrE Secretariat team prior to its publication. Feedback received for the journal during 2020 has been very positive.

## Branches

Regional branches are active around the country although some of these do have difficulties maintaining a viable programme. These branches offer a useful range of events and meetings which are well received by members. A few areas continue to run without an effective branch but every effort is made to accommodate members in these areas, by both including such members in adjacent groupings of by "special" events at or close to their geographical location. The use of video conferencing platforms have been made good use of for many branches. These on-line platforms have removed geographical barriers for attendance for people outside the regions, leading to a significant increase in participation.

## Volunteers

Volunteers form the backbone of the IAgrE and are closely involved with the Executive Committee, Council, Branches, Specialist Groups, Membership, Professional Development, Publications Management and Awards Committees. These work well with Secretariat staff who work hard to secure more involvement from a wider group of membership volunteers.

## Awards

Unfortunately, as there was no AGM in 2020 the awards could not be presented in person. The IAgrE has since decided that the awards will be presented in April 2021 at an on-line evening event. The winners of the awards were as follows:

### IAgrE Award of Merit

Keith Hawken CEng FIAgrE  
Bob Evans CEnv MIAgrE

### IAgrE Award for Contribution to Landbased Industries

David Kirschner  
Chris Biddle FIAgrE

### The President's Award

No award in 2020

### Branch Meritorious Service Award

Mike Stephenson AIAgrE (South East Midlands Branch)

### IAgrE CNH Industrial Award

John Kinsella and Robert Langan for their projects "*Building and testing an automated gear selector for the 8 speed MBTrac tractor series*" (Level 7) and "*Automated gear selector to enable persons with disabilities easy use of H pattern self-propelled farm machines*" (Level 8) - Institute of Technology, Tralee

### IAgrE Student Project Award

Joshua Yelland – "*Casualty Animal Quad Bike Trailer*" - Bicton College

### IAgrE Student Project Safety Award

Dafydd Eynon – "*Tine Guard for Buckrake*" – Coleg Sirgar

### Douglas Bomford Paper Award

Theo Demmers (MIAgrE) - "Real-time modelling of indoor particulate matter concentration in poultry houses using broiler activity and ventilation rate". The paper was published in Biosystems Engineering Volume 187

### Ivel Award

J C Machinery for the Vredo Crop Drill System

### IAgrE Team Achievement Award

JCB Fastrac Speed Record Team

### The IAgrE British Guild of Agricultural Journalist Award, awarded

for the best article/broadcast on the application of engineering within the landbased sector from a member of the Guild. The 2020 winner was Peter Hill for his feature in Future Farming entitled "*Intelligent sprayer targets individual weeds*". The runner up was Jonathan Wheeler for his feature in the Farm Machinery Journal entitled "*Insight for spuds*".

## Technical / Special Interest Groups

The IAgrE continues to host and support a number of Special Interest Groups (SIGs) for not only its membership, but the wider community. Unfortunately, due to Covid-19, the Forestry Engineering Group symposium was delayed in 2020. The Engineering for Food & Drinks Group held a number of successful events with international presenters. The Health & Safety group has held and supported various events, in conjunction with the Farm Safety Partnership and NFU. Further expansion of SIGs to cover new technologies/subjects will be explored.

## Events

IAgrE participates in relevant events, supported by its membership. Due to the pandemic, attendance at key events was not possible and many took on a virtual approach. Activities of note during the year included:

- LAMMA – Birmingham NEC – January 2020

- AGM & Awards Event – Amazone, Doncaster – 30<sup>th</sup> April 2020 - postponed
- Agri-EPI Annual Conference – 6<sup>th</sup> October 2020
- SocEnv EGM – 8<sup>th</sup> October 2020
- IAgrE Landwards Conference – 4<sup>th</sup> November 2020

## Member Support

2020 was an unprecedented year, IAgrE provided a number of new initiatives and benefits for its membership. Covid-19 support information, including various links placed on the website, plus a dedicated home page with useful information. Several new features were developed:

- Lunchtime Lectures – monthly speakers on a variety of subjects broadcast on-line at 1pm. Events recorded for future use
- Podcasts – regular interviews with people within the industry, discussing careers, news, etc
- Member stories – discussing how the pandemic has affected them and how they've persevered

Many of the features are now embedded into IAgrE normal services and will continue going forward.

## Membership and Registration Numbers

IAgrE exists as an organisation in order to offer professional qualifications, not only because it has licences from the Engineering Council and Society for the Environment to do so, but also as a professional organisation in its own right offering professional status via a suite of membership grades. To maintain this status, IAgrE has to be seen to have fair, rigorous and transparent procedures. These procedures are used by the IAgrE Membership Committee and audited by the IAgrE Internal Audit Panel. The efficient operation of these two groups is essential to the smooth running of IAgrE.

The Internal Audit Panel reporting procedures ensure that Council and Executive are informed of outcomes.

IAgrE membership for paying members remains static, however it is fully recognised that growth is essential and remains a key item for our strategic development. The Institution continues to engage with business and education through its contacts and other initiatives to promote commercial and academic membership. The IAgrE continues to work with the Engineering Council and other organisations to reverse this decline.

At the year-end, the breakdown of membership was as follows:

	2020	2019	Change
Hon Fellow*	16	16	0
Fellow*	120	129	-9
Member*	581	595	-14
Associate Member*	198	189	+9
Technician	19	18	+1
Affiliate	166	150	+16
Commercial & Academic	56	55	+1
<b>Total</b>	<b><u>1156</u></b>	<b><u>1152</u></b>	<b><u>+4</u></b>

\* Corporate Members

There is a significant percentage of membership who are registered through the Engineering Council and the Society for the Environment. Registration figures have declined during 2020, it is a key strategic item to promote and consequently increase registration figures going forward. It should be noted that the

majority of these registration losses are due to retirement and sadly death.

The breakdown of registrants is shown below:

	2020	2019	Change
Chartered Engineer	169	173	-4
Incorporated Engineer	129	137	-8
Engineering Technician	94	95	-1
Chartered Environmentalist	117	121	-4
<b>Totals</b>	<b><u>509</u></b>	<b><u>526</u></b>	<b><u>-17</u></b>

## Financial Review

### Results

The Statement of Financial Activities (SOFA) for the year is set within the full financial statements. The overall shortfall for the year is £3,604, which represents a substantial reduction compared to the 2019 surplus of £170,287. The shortfall includes an unrealised loss on investments of £30,444, compared to an unrealised gain of £46,308. The reduction in value of investments reflects the uncertainty in financial markets caused by the COVID-19 pandemic. When excluding unrealised gains/losses on investments, the net result for 2020 is a gain of £26,840, compared to a gain of £123,979 in 2019. The Institution's performance in 2020 was impacted by both a reduction in income and an increase in costs, as discussed in more detail below.

Total income reduced from £449,058 in 2019 to £364,273 in 2020. Within this total, members' subscriptions and fees reduced from £159,345 to £138,467, predominantly due to an agreement to waive fees payable by academic and commercial members in 2020, in order to support them through the COVID-19 pandemic. Income from publications reduced from £237,274 to £194,433, however the 2019 amount includes an accounting adjustment of £40,000 relating to an increase in accrued income, the actual cash amounts received in relation to publications were relatively consistent across both years. There was no income from projects, technical accreditation schemes and conferences during 2020 due to the inability to deliver these services during the COVID-19 pandemic.

Expenditure relating to charitable activities increased to £365,708 in 2020 from £335,148 in 2019. The main factors behind this were as follows:

- An increase in editorial costs on the Biosystems Engineering and Landwards publications of over £15k;
- An increase in staff costs of around £20k, predominantly due to ex gratia payments made in February 2020;
- An annual donation of £5k paid to LE-TEC, with no such donation made in 2019.

The cost increases were partially offset by savings in project delivery, premises and travel expenses, as a result of the COVID-19 pandemic.

On 31 December 2020, total fixed asset investments stood at £738,294. Realised gains on these assets in 2020 are £28,275; unrealised losses on the revaluation of such these assets are £30,444.

### Reserves and Investments Policy

The Trustees continue to monitor and review IAgrE's need for reserves, and associated investments, in line with the guidance issued by the Charities Commission.



The financial reserves have been set aside over the years to provide financial stability, business continuity, and the means for the development of IAgrE's principal activities as defined in the Memorandum and Articles of Association. Total reserves (£1,225,745) have historically been maintained at a level that is at least equivalent to one year's budgeted expenditure.

Part of the total reserve is held as Designated Funds. A Building Fund for the replacement of the Secretariat building stands at £440,000. The IAgrE lease with Cranfield University runs to 2056 and, whilst there is no plan to move from Cranfield in the foreseeable future, it is considered prudent to continue to allocate reserves, whilst circumstances allow, against possible future building purchases.

Going forward the institution is setting some of its reserves against growth, and so is likely to show a small annual deficit for the short term. Reserves are utilised for the benefit of the whole membership at Council's discretion.

Annual IAgrE budgets are set to break even, with exceptional expenditure authorised from reserves from time to time. Reserves are utilised for the benefit of the whole membership at Council's discretion.

## Financial Statements

The full statutory Trustees Report and Financial Statements of the Institution of Agricultural Engineers were approved by the Executive Trustees on 14<sup>th</sup> April 2021. The full financial statements, on which Landers Accountants Ltd gave an unqualified independent examiner's report on 16<sup>th</sup> April 2021 will be submitted to the Charity Commission and Companies House.

The reporting accountants have confirmed to the Trustees that, in their opinion, the financial statements are consistent with the financial records held by the IAgrE secretariat for the year ended 31 December 2020.

## Further Information

The IAgrE 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.

These summarised financial statements may not contain sufficient information to gain a complete understanding of the financial affairs of the charity. The full statutory Trustees Report and Financial Statements and reporting accountants report may be obtained from the IAgrE Secretariat:

*Institution of Agricultural Engineers  
The Bullock Building, University Way, Cranfield, Bedford  
MK43 0GH*

## Looking Forward

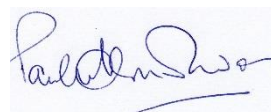
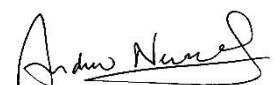
On 1<sup>st</sup> October 2020 Charles Nicklin was appointed as IAgrE Chief Executive Officer and Secretary, replacing Ed Hansom who resigned in May 2020. The new CEO has a commercial engineering background with many years working in senior leadership roles for a large global machinery manufacturer. Under his tenure, we expect the institution to make some significant steps forward.

There is no escaping the fact that 2020 has been a difficult year due to the pandemic that has placed the whole world in turmoil. With the new CEO firmly in place it is against this background that the Institution of Agricultural Engineers intends to move forward and meet its keys aims by:

- Allocating financial reserves for membership support and growth with a view to, at first, maintaining membership numbers, and in the future increasing this number.
- Building on the strategic developments identified during the 2018 members and stakeholder's consultation event and the implementation of new strategies.
- Reviewing and improving communications arrangements with members and stakeholders in order that they receive more timely and relevant information.
- Continuing to develop the relationship with the Royal Academy of Engineering and contribute to the wider development of the engineering discipline.
- Continuing to offer a diverse range of training and development opportunities for members including physical meetings and on-line access.
- Reviewing the arrangements for financial management at the Secretariat and implement further improvements to the IAgrE membership management system.
- Continuing to sample members CPD and provide feedback on its quality and impact linked to the ongoing promotion of mentoring and registration opportunities.
- Investigating the digitisation of the IAgrE archive in order that members and stakeholders can access this valuable resource.
- Developing and renewing relationships with new and existing university and education partners and continuing to promote Academic and Commercial membership.
- Continuing to work with industry partners and stakeholders to promote careers in the agricultural engineering industry.
- Developing new relationships with machinery dealerships in order that a greater number of technicians benefit from being professionally recognised.
- Continuing to establish relationships with the Agritech industry to act as a conduit for learning and knowledge as they relate to research and innovation.

P F Hemingway, President

A C Newbold, Hon Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**Independent examiner's report to the trustees of The Institution of Agricultural Engineers ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

**Responsibilities and basis of report**

As the charity's 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 charity'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**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. 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
4. 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.

Robert Brown  
Institute of Chartered Accountants in England and Wales  
Landers Accountants Ltd  
Church View Chambers  
38 Market Square  
Toddington  
Bedfordshire  
LU5 6BS

16 April 2021

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	31.12.20 Unrestricted funds £	31.12.19 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		43	175
<b>Charitable activities</b>	4		
Members' subscriptions and fees		138,467	159,345
Publications		194,433	237,274
Projects		-	14,013
Technical accreditation scheme		-	4,176
Conferences		-	3,196
Investment income	3	22,818	30,296
Other income	5	<u>8,512</u>	<u>583</u>
<b>Total</b>		<b>364,273</b>	<b>449,058</b>
 <b>EXPENDITURE ON</b>			
<b>Raising funds</b>			
Investment management costs	6	<u>4,506</u>	<u>6,906</u>
		<b>4,506</b>	<b>6,906</b>
<b>Charitable activities</b>			
Members' subscriptions and fees		248,350	234,586
Publications		80,100	67,715
Governance		28,867	25,941
Conferences		3,885	-
		<u>365,708</u>	<u>335,148</u>
<b>Total</b>		<b>365,708</b>	<b>335,148</b>
Net gains on investments		<u>28,275</u>	<u>10,069</u>
<b>NET INCOME</b>		<b>26,840</b>	<b>123,979</b>
<b>Other recognised gains/(losses)</b>			
Gains/(losses) on revaluation of fixed assets		<u>(30,444)</u>	<u>46,308</u>
<b>Net movement in funds</b>		<b>(3,604)</b>	<b>170,287</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		<u><b>1,229,349</b></u>	<u><b>1,059,062</b></u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u><b>1,225,745</b></u></u>	<u><u><b>1,229,349</b></u></u>

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**BALANCE SHEET  
31 DECEMBER 2020**

	Notes	31.12.20 Unrestricted funds £	31.12.19 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	10	2,990	4,114
Investments	11	<u>738,294</u>	<u>758,253</u>
		<b>741,284</b>	762,367
<b>CURRENT ASSETS</b>			
Stocks	12	3,760	3,760
Debtors	13	195,606	183,113
Investments	14	140,039	158,077
Cash at bank and in hand		<u>192,878</u>	<u>170,658</u>
		<b>532,283</b>	515,608
<b>CREDITORS</b>			
Amounts falling due within one year	15	(47,822)	(48,626)
		<u>484,461</u>	<u>466,982</u>
<b>NET CURRENT ASSETS</b>			
		<b>1,225,745</b>	1,229,349
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>1,225,745</u>	<u>1,229,349</u>
<b>NET ASSETS</b>			
		<u>1,225,745</u>	<u>1,229,349</u>
<b>FUNDS</b>			
	17		
Unrestricted funds:			
General fund		646,598	558,510
Designated building fund		440,000	420,000
Revaluation fund		<u>139,147</u>	<u>250,839</u>
		<b>1,225,745</b>	1,229,349
<b>TOTAL FUNDS</b>			
		<u>1,225,745</u>	<u>1,229,349</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The notes form part of these financial statements

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**BALANCE SHEET - continued**  
**31 DECEMBER 2020**

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 14 April 2021 and were signed on its behalf by:

Mr P F Hemingway - President

Mr A C Newbold – Hon Treasurer

The notes form part of these financial statements

## THE INSTITUTION OF AGRICULTURAL ENGINEERS

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

#### 1. STATUTORY INFORMATION

The charity is a private company limited by guarantee, registered in England and Wales. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. Its registered office is The Bullock Building (BLDG 53), University Way, Cranfield, Bedfordshire, MK45 0GH.

#### 2. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Members' subscriptions and fees received in advance are deferred to the period to which they relate.

##### **Expenditure**

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

Costs of raising funds comprise the costs incurred in managing the charity's fixed asset investments.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent review fees and costs linked to costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on a staff time basis.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**2. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

Fixtures and fittings	- 25% on cost
Computer equipment	- 25% on cost

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items. Cost is the cost incurred in bringing each product to its present location and condition. Net realisable value is based on estimated selling price less further costs to be incurred to completion and disposal.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.

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

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

**Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**Investments**

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, investments are measured at fair value with changes recognised in 'net gains/(losses) on investments' in the SOFA where investments are publicly traded or their fair value can otherwise be measured reliably.

Current asset investments are short term liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

**Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised within expenditure.

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**3. INVESTMENT INCOME**

	<b>31.12.20</b>	31.12.19
	£	£
Income from managed funds	<u><b>22,818</b></u>	<u><b>30,296</b></u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

Income from members' subscriptions and fees includes £23,065 (2019: £19,474) received in relation to optional member subscriptions to separate organisations, namely the European Society of Agricultural Engineers, the Society for the Environment and the Engineering Council. Such amounts are payable by members and transferred to the other organisations.

Income from publications primarily consists of receipts in respect of the Biosystems Engineering journal. Under the agreement with the publisher, The Institution of Agricultural Engineers benefits from a minimum guaranteed receipt. A 2019 increase in the guaranteed income receivable resulted in an additional £40,000 of accrued income being recognised in 2019.

**5. OTHER INCOME**

Other income includes £8,182 of VAT previously paid to HMRC under partial exemption which is now reclaimable.

**6. INVESTMENT MANAGEMENT COSTS**

	<b>31.12.20</b>	31.12.19
	£	£
Portfolio management	<u><b>4,506</b></u>	<u><b>6,906</b></u>

**7. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	<b>31.12.20</b>	31.12.19
	£	£
Auditors' remuneration	<b>2,500</b>	2,370
Depreciation - owned assets	<b>2,310</b>	1,806
Auditors' remuneration for non audit work	<u><b>5,433</b></u>	<u><b>7,228</b></u>



THE INSTITUTION OF AGRICULTURAL ENGINEERS

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

**Trustees' expenses**

The trustees neither received nor waived any remuneration during the year (2019: £Nil).

9. STAFF COSTS

Staff costs were as follows:

	2020	2019
	£	£
Wages and salaries	113,279	109,821
Social security costs	7,990	7,925
Employer's contribution to defined contribution pension schemes	3,997	3,555
Subcontracted finance and administrative support	30,080	18,944
	<u>155,346</u>	<u>140,245</u>

The average monthly number of employees during the year was as follows:

	31.12.20	31.12.19
Senior management	1	1
Administrative	<u>2</u>	<u>2</u>
	<u>3</u>	<u>3</u>

The total amount of remuneration received by key management personnel was £55,205 (2019 - £56,021).

The Trust considers its key management personnel comprises of Charles Nicklin (2019: Alastair Taylor and Edward Hansom).

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**10. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 January 2020	3,110	30,177	33,287
Additions	-	1,186	1,186
Disposals	(1,158)	(22,953)	(24,111)
Reclassification	<u>377</u>	<u>(377)</u>	<u>-</u>
At 31 December 2020	<u>2,329</u>	<u>8,033</u>	<u>10,362</u>
<b>DEPRECIATION</b>			
At 1 January 2020	3,110	26,063	29,173
Charge for year	95	2,215	2,310
Eliminated on disposal	(1,158)	(22,953)	(24,111)
Reclassification/transfer	<u>94</u>	<u>(94)</u>	<u>-</u>
At 31 December 2020	<u>2,141</u>	<u>5,231</u>	<u>7,372</u>
<b>NET BOOK VALUE</b>			
At 31 December 2020	<u>188</u>	<u>2,802</u>	<u>2,990</u>
At 31 December 2019	<u>-</u>	<u>4,114</u>	<u>4,114</u>

**11. FIXED ASSET INVESTMENTS**

	Unlisted investments £
<b>MARKET VALUE</b>	
At 1 January 2020	758,253
Additions	139,792
Disposals	(122,191)
Revaluations	(30,444)
Realised gain, reinvested	28,275
Transfer to current asset investment	<u>(35,391)</u>
At 31 December 2020	<u>738,294</u>
<b>NET BOOK VALUE</b>	
At 31 December 2020	<u>738,294</u>
At 31 December 2019	<u>758,253</u>

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**11. FIXED ASSET INVESTMENTS - continued**

Investments are held in the following categories at the year end:

	<b>Inside UK</b>	<b>Outside UK</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Properties	232,032	-	232,032	231,649
Unit trusts	179,797	175,716	355,513	352,997
Fixed interest securities	86,797	-	86,797	85,366
Cash	20,000	-	20,000	55,526
Other investments	43,925	-	<u>43,952</u>	<u>32,715</u>
			<u><b>738,294</b></u>	<u><b>758,253</b></u>

The value of listed investments is determined by reference to the quoted price for identical assets in an active market at the balance sheet date.

The historic cost of the fixed asset investments as at 31 December 2020 was £599,147 (31 December 2019: £588,746)

**12. STOCKS**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Postage	<b>200</b>	200
Stationery	<b>500</b>	500
Ties	<b>60</b>	60
Printing	<u><b>3,000</b></u>	<u>3,000</u>
	<u><b>3,760</b></u>	<u>3,760</u>

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.12.20</b>	<b>31.12.19</b>
	<b>£</b>	<b>£</b>
Trade debtors	<b>2,858</b>	-
VAT	<b>11,224</b>	1,489
Prepayments and accrued income	<u><b>181,524</b></u>	<u>181,624</u>
	<u><b>195,606</b></u>	<u>183,113</u>

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**14. CURRENT ASSET INVESTMENTS**

	<b>31.12.20</b>	31.12.19
	£	£
Unlisted investments	<u><b>140,039</b></u>	<u>158,077</u>

Current asset investments consist of bonds of £107,735 (2019: 158,068) with maturity of one year and an interest rate of 1.50% (2019: 1.95%). The remainder of the balance is cash held within fixed asset investment funds.

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>31.12.20</b>	31.12.19
	£	£
Trade creditors	<b>10,767</b>	4,538
Social security and other taxes	<b>3,590</b>	3,377
Other creditors	<b>378</b>	822
Accruals and deferred income	<u><b>33,087</b></u>	<u>39,889</u>
	<u><b>47,822</b></u>	<u>48,626</u>

**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	<b>31.12.20</b>	31.12.19
	£	£
Within one year	<b>1,712</b>	1,712
Between one and five years	<u><b>4,280</b></u>	<u>5,992</u>
	<u><b>5,992</b></u>	<u>7,704</u>

**17. MOVEMENT IN FUNDS**

	At 1.1.20	Net movement in funds	Transfers between funds	At 31.12.20
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	<b>558,510</b>	<b>(3,604)</b>	<b>91,692</b>	<b>646,598</b>
Designated building fund	<b>420,000</b>	-	<b>20,000</b>	<b>440,000</b>
Revaluation fund	<u><b>250,839</b></u>	-	<u><b>(111,692)</b></u>	<u><b>139,147</b></u>
	<u><b>1,229,349</b></u>	<u><b>(3,604)</b></u>	-	<u><b>1,225,745</b></u>
<b>TOTAL FUNDS</b>	<u><b>1,229,349</b></u>	<u><b>(3,604)</b></u>	-	<u><b>1,225,745</b></u>

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**17. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	<b>364,273</b>	<b>(365,708)</b>	<b>(2,169)</b>	<b>(3,604)</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b><u>364,273</u></b>	<b><u>(365,708)</u></b>	<b><u>(2,169)</u></b>	<b><u>(3,604)</u></b>

**Comparatives for movement in funds**

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
<b>Unrestricted funds</b>				
General fund	453,196	170,287	(64,973)	558,510
Designated building fund	400,000	-	20,000	420,000
Revaluation fund	201,368	-	49,471	250,839
Designated memorial fund	4,498	-	(4,498)	-
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>1,059,062</u>	<u>170,287</u>	<u>-</u>	<u>1,229,349</u>
<b>TOTAL FUNDS</b>	<b><u>1,059,062</u></b>	<b><u>170,287</u></b>	<b><u>-</u></b>	<b><u>1,229,349</u></b>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	449,058	(335,148)	56,377	170,287
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<b><u>449,058</u></b>	<b><u>(335,148)</u></b>	<b><u>56,377</u></b>	<b><u>170,287</u></b>

**Purposes of designated funds**

Building fund: The directors have set aside funds towards the replacement of the Secretariat Building. An additional £20,000 has been transferred to the fund this year to bring the total to £440,000.

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**17. MOVEMENT IN FUNDS - continued**

Memorial fund: This money was set aside to fund an annual memorial award in memory of the late Dr M Dwyer, Institution of Agricultural Engineers President at the time of his death in 1997. The prize was updated several years ago to the President's Award and the balance has been transferred to general funds.

Revaluation reserve fund: The revaluation reserve fund is required by the Companies Act 2006 and represents the amount by which fixed asset investments exceed their historical cost.

General fund: To cover cash flow volatility. This fund represents the balancing amount once the required transfers are made to the other funds.

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2020.

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

	31.12.20 £	31.12.19 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	43	175
<b>Investment income</b>		
Income from managed funds	22,818	30,296
<b>Charitable activities</b>		
Subscriptions and fees	138,467	159,345
Publications	194,433	237,274
Projects	-	14,013
Technician Accreditation scheme	-	4,176
Conference	-	3,196
	332,900	418,004
<b>Other income</b>		
Other income	8,512	583
<b>Total incoming resources</b>	<b>364,273</b>	<b>449,058</b>
 <b>EXPENDITURE</b>		
<b>Investment management costs</b>		
Portfolio management	4,506	6,906
<b>Charitable activities</b>		
Staff costs	141,477	126,892
Accommodation and premises costs	6,167	11,017
Office/stationery costs	5,085	7,107
Computer costs and support	10,455	8,488
Conference costs	3,885	-
Costs associated with publications	126,952	101,681
Meetings and travel costs	1,264	10,849
Project delivery expenses	-	2,390
Public relations and recruitment	2,843	2,409
Subscriptions to other organisations	23,605	19,938
Services to members	1,120	1,120
Merchandise	-	15
Prizes and awards	1,968	2,238
Irrecoverable VAT	2,456	2,508
Carried forward	327,277	296,652

This page does not form part of the statutory financial statements

**THE INSTITUTION OF AGRICULTURAL ENGINEERS**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2020**

	31.12.20	31.12.19
	£	£
<b>Charitable activities</b>		
Brought forward	327,277	296,652
Depreciation of tangible fixed assets	1,847	1,445
Bank charges	<u>3,211</u>	<u>4,204</u>
	<b>332,335</b>	302,301
 <b>Support costs</b>		
<b>Governance costs</b>		
Staff costs	13,869	10,873
Auditors' remuneration	2,500	2,370
Accommodation and premises costs	325	268
Postage and stationery	693	1,254
Computer costs and support	2,614	-
Accountancy and legal fees	6,388	7,228
Meetings and travel costs	1,109	3,312
Trustee indemnity insurance	360	360
Gifts	547	276
Depreciation of tangible fixed assets	<u>462</u>	<u>-</u>
	<u><b>28,867</b></u>	<u>25,941</u>
 Total resources expended	 <u><b>365,708</b></u>	 <u>335,148</u>
 <b>Net (expenditure)/income before gains and losses</b>	 <b>(1,435)</b>	 113,910
 <b>Realised recognised gains and losses</b>		
Realised gains/(losses) on fixed asset investments	<u>28,275</u>	<u>10,069</u>
 <b>Net income</b>	 <u><u><b>26,840</b></u></u>	 <u><u>123,979</u></u>

This page does not form part of the statutory financial statements