

## BERKSHIRE ARCHAEOLOGICAL SOCIETY TRUSTEES ANNUAL REPORT AND ACCOUNTS 2009 – 2010

ANDREW HUTT

**Registered Charity No.:** 1117197  
**Registered office:** 19 Challenor Close,  
 Wokingham, Berks, RG40 4UJ

### Trustees

**Chairman** Dr. Andrew Hutt  
**Secretary** Mr. Trevor Coombs  
**Treasurer** Mrs. Catherine Petts  
**Other Charity trustees** Mr. Barrie Randall

**Bankers** Lloyds TSB Bank  
 Skipton Building Society  
 Barclays Bank

**Independent examiner** Mr. John Butler

### MANAGING THE SOCIETY

The Society is governed by *Berkshire Archaeological Society Constitution* issued 11<sup>th</sup> November 2006 and *Berkshire Archaeological Society Rules* issued on 6<sup>th</sup> June 2005. Both documents were approved by the Society on 22<sup>nd</sup> November 2006. The Society became a registered charity in December 2006.

The Society's objects are to advance the education of the public in the field of archaeology and history in the past and present county of Berkshire.

The Society meets these objects through a range of activities which include: a programme of lectures, a research programme, a day school on the archaeology of Berkshire, running a tour and visits to sites of archaeological and historical interest, publishing the *Berkshire Archaeological Journal*, managing an archaeological library and promoting its activities via a newsletter, a web site and through posters placed in public buildings.

The Society is governed by the Trustees. The activities are managed by a Council consisting of the Trustees and up to seven elected members of the Society. In 2009-2010, these elected members were: Mr. John Chapman, Dr. Hugh Davies, Mrs. Edna Goodburn, Mrs Anne Harrison, Mrs. Griselda Truscott-Wickes and Mrs. Julie Worsfold.

By March 2010, the Society had members living at 117 addresses and 16 corporate members an increase over June 2009 of 20%.

### ACTIVITIES IN THE YEAR APRIL 2009 TO MARCH 2010

The activities in this period were:

**Four issues of the newsletter** in summer, autumn, winter and spring. The Society thanks Julie Worsfold for editing the newsletter.

**A programme of monthly lectures** running from September 2009 to March 2010 (Figure 1). The Society thanks Andrew Hutt for organising this programme.

**Archaeological walks and visits:** these complement the above lecture programme. The walks organised in 2009 were on:

Thursday 4th June 2009, a visit to Grimsbury Castle and Bucklebury Common, north of Thatcham

Wednesday 17th June 2009, a visit to Hurley priory and village

Saturday 27th June 2009, a visit to Waverley Abbey and the 'Second World War Stop Line'

### A Spring Tour of the North Wales in May 2009.

On 15<sup>th</sup> May 2009, 31 people participated in a tour of North Wales, visiting sites in Snowdonia, on Anglesey, and on the route between Reading to Llandudno (Figure 3). This was a very enjoyable tour, marred only by one of our members being taken to hospital after slipping on a circular stairway at Beaumaris Castle. The Society thanks Barrie Randall for organising this event.

**Berkshire Historic Environment Forum meeting:** was held on Saturday 10<sup>th</sup> October 2009 at St. Nicolas Church Hall, Newbury. The meeting focused on putting information about Berkshire's historic environment online with presentations on digitising the archives of the Abbey School Reading; photographs and records of the village of Purley, and the journals of the Berkshire Archaeological Society. It was attended by 26 people. The Society thanks John Chapman and Andrew Hutt for organising this event.

**Archaeology in Berkshire day school** held on 8<sup>th</sup> March 2010 at St. Nicolas Church Hall, Newbury, was attended by some 63 people, some of whom were members of the public (Figure 3). The Society thanks Trevor Coombs for organising this event.

**Research into Roman Berkshire.** This programme of work started in summer 2007 and during the financial year 2009-10 started work summarising the settlement sites found across the study area. The Society thanks Andrew Hutt and Trevor Coombs for leading this research project.

**The Society's web site,** which received over 26,000 visits during the financial year, which is 2,000 more than the previous year. The Society thanks Sylvia Chumbley for maintaining this resource.

**The Society's libraries:** these include the Berkshire Archaeological Society library at the Berkshire

Records Office and the Berkshire Archaeology Research Library. The latter occupies 39 plastic crates which are kept in the homes of Society members plus another 19 boxes of books and journals which are being kept by the librarian and need to be integrated into the library, donated to a third party, or sold. The Society thanks Andrew Hutt for acting as the Society's librarian.

**The Berkshire Archaeological Journal:** volume 78 of the journal was published in March 2010. This, the first monograph published by the Society, was entitled *Living in the Iron Age in and around Berkshire*. The Society thanks Andrew Hutt and Catherine Petts for editing this journal.

**The Society's online journals** available on websites at the Archaeology Data Service and the Council of British Archaeology Archlib service. Around 154,000 accesses were recorded on by the Archaeology Data Service, however it must be remembered that many of these may be due to search engines and related software rather than human users. This figure is significantly higher than the 30,000 recorded in the previous year.

This overview of the events organised by the Society shows that it is meeting its obligations as a registered charity.

## THIS REPORT

This report was approved by the Trustees on 18<sup>th</sup> September 2010 and signed on their behalf by

..... Dr. Andrew Hutt, Trustee and Chairman

Date	Lecture
19 Sept 2009	AGM followed by a lecture <i>Roman Silchester: a tale of two streets</i> , by Ann Griffin
17 Oct 2009	<i>Pirates and Pottery</i> , by Frank Meddens, Pre-Construct Archaeology
21 Nov 2009	<i>Roman Surrey</i> , by David Bird
19 Dec 2009	<i>Bronze Age gold</i> , by Andrew Fitzpatrick, Wessex Archaeology
16 Jan 2010	<i>Investigating Land-use and Settlement on the Berkshire Downs in the Later Prehistoric and Romano-British Periods: A 21<sup>st</sup> Century Approach</i> , by Paula Levick, Oxford University
20 Feb 2010	<i>Lyminge: an Anglo Saxon monastery</i> , by Gabor Thomas, Reading University
20 Mar 2010	<i>Talking to each other in the Iron Age</i> , by Paul Goodenough

Figure 1. Programme of lectures

<b>Berkshire Historic Environment Forum</b>	
<b>Saturday 10th October 2009 at St. Nicolas Church Hall, Newbury</b>	
10:00	Welcome and coffee
<b>Part 1: Having a vision and strategy to develop your historic environment</b>	
10:15	Berkshire Historic Environment Forum: Welcome Councillor Geoff Findlay, Chairman, West Berkshire Council
10:30	Thatcham Vision Tony Higgott, Thatcham Vision Project
11:20 to 12:00	Coffee
<b>Part 2: Presenting your historic environment to the public</b>	
12:00	Archival evidence: Using The Berkshire Record Office Mark Stevens, Berkshire Record Office
12:30	The Abbey School Archive Jane Burrell, Chairman Abbey School Reading Old Girls' Association (ASROGA)
13:00	Lunch in Newbury cafes and bars
<b>Part 3: Developing an electronic archive to support your historic environment</b>	
14:00	Purley Electronic Archive John Chapman, Project Purley
14:30	Exhibitions in shops and journals online Andrew Hutt, Berkshire Archaeological Society Berkshire Archaeological Research Group
15:00	Tea
15:30	The next steps for the Berkshire Historic Environment Forum Discussion led by Andrew Hutt and John Chapman
16:00	Close

Figure 2. Programme of the Berkshire Historic Environment Forum 2010

<b>SPRING TOUR 2009</b>	
On this tour, the group stayed at the Hydro Hotel, Neville Crescent, Llandudno.	
The sites visited on this tour were:	
15 <sup>th</sup> May 2009	Avoncroft Museum of Historic Buildings Wroxeter Roman City
16 <sup>th</sup> May 2009	Beaumaris Castle Penmon Priory, St Seriol's Well and Dovecote Plas Newydd Din Ligwy
17 <sup>th</sup> May 2009	Caernarfon Castle or Caernarfon town walk Dolbadarn Castle, Welsh Slate Museum and Llanberis Lake Railway Great Orme Bronze Age Mines via Great Orme Tramway
18 <sup>th</sup> May 2009	Ruthin Goal Wenlock Prior          Worcester Cathedral

Figure 3. Programme of the Spring Tour 2009

## BERKSHIRE ARCHAEOLOGICAL SOCIETY ( Registered Charity Number 1117197 )

## Statement of Financial Activities for the year ended 31st March 2010

		Balance Sheet at 31st March 2010	
		2010	2009
<b>Income and Expenditure Account</b>			
	<b>Total Funds</b>	<b>Total Funds</b>	
	2010	2009	
<b>Incoming resources</b>			
Membership subscriptions	1,404.00	1,177.00	17,069.34
Tour surplus	1,018.80	-	8,071.19
Day school surplus	322.42	189.25	37,829.23
Investment income	191.22	1,471.22	1,125.30
Legacy	200.00		3,342.30
<b>Total incoming resources</b>	<b>3,136.44</b>	<b>2,837.47</b>	<b>67,628.58</b>
<b>Resources expended</b>			
Publicity	279.56	52.85	983.51
Meeting expenses	469.64	517.67	7,553.00
Stationery, post, telephone	254.87	347.72	
Digitisation of Journals	33.50	-	
Insurance	110.33	96.65	8,536.51
Society subscriptions	134.00	432.00	
Library (net cost)	-	313.05	
Tour loss	-	267.78	
Other expenses	50.00	55.55	
Journal Fund: Journal cost less sales	116.63	560.68	<b>£ 59,092.07</b>
Berkshire Historic Environment Fund: Forum Exes	10.09	223.96	
<b>Total resources expended</b>	<b>1,438.44</b>	<b>2,867.91</b>	<b>11,969.68</b>
<b>Net Incoming sources (2009 - Outgoing)</b>	<b>1,698.00</b>	<b>30.44</b>	
<b>Total funds at 1st April 2009</b>	<b>57,394.07</b>	<b>41,168.15</b>	
<b>Restricted Funds received:</b>			
BAT Archaeological Research & Publication	-	12,691.85	12,691.85
Berkshire Historic Environment	-	3,564.51	3,340.55
<b>Total funds at 31st March 2010</b>	<b>£ 59,092.07</b>	<b>£ 57,394.07</b>	<b>£ 59,092.07</b>
<b>Current assets</b>			
Cash at bank - Society account			18,118.28
Cash at bank - Tour account			8,438.43
Building Society deposit			37,829.23
Prepaid expenses			110.33
Tour expenses prepaid			100.00
<b>Less:- Current liabilities</b>			
Sundry creditors			1,004.20
Tour deposits received			6,198.00
<b>Net assets</b>			
<b>Represented by:-</b>			
<b>General fund</b>			
Designated funds			
Journal			17,167.83
Berkshire Historic Buildings			9,696.62
F.Maitland Underhill Memorial			2,472.82
Excavation			1,743.63
<b>Restricted Funds</b>			
BAT Archaeological Research & Publication			12,691.85
Berkshire Historic Environment			3,340.55
<b>Total funds at 31st March 2010</b>	<b>£ 59,092.07</b>	<b>£ 57,394.07</b>	<b>£ 57,394.07</b>

**NOTES FORMING PART OF THE ACCOUNTS:**

a) The Trustees of the Berkshire Archaeological Society have placed a value of £10,925 in 2010 on the books and journals owned by the Society.

This figure has not been included in the Balance Sheet.

b) The accounts have been prepared on the basis of Income and Expenditure relating to the year, except income from members subscriptions which are included on the basis of those received during the year.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BERKSHIRE ARCHAEOLOGICAL SOCIETY**

I report on the accounts of the Society for the year ended 31st March 2010, which are above.

**Respective responsibility of the 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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- a) examine the accounts under section 43 of the 1993 Act;
- b) to follow the procedures laid down in the general Directions given by the Charity Commission under section 430(b) of the 1993 Act; and
- c) 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 statement below.

**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 section 41 of the 1993 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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 accounts to be reached.

J D Butler FCA

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Reading

30th August 2010

