

BERKSHIRE ARCHAEOLOGICAL SOCIETY TRUSTEES ANNUAL REPORT AND ACCOUNTS 2010 – 2011

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
 Mr. John Chapman

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 11th November 2006 and *Berkshire Archaeological Society Rules* issued on 6th June 2005. Both documents were approved by the Society on 22nd 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 2010-2011, the council members were: Dr. Hugh Davies, Mrs. Edna Goodburn, Mrs Anne Harrison, Mrs. Griselda Truscott-Wickes and Mrs Julie Worsfold. In March 2010, Mrs Janet Sharpe and Mrs Cathy Daisy and Mr. Kevin Daisy were co-opted on to the Council.

By March 2011, the Society had 119 individual members living at 96 addresses and 16 corporate members.

ACTIVITIES IN THE YEAR APRIL 2010 TO MARCH 2011

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 summer 2010 newsletter and Janet Sharpe for editing the other three.

A programme of monthly lectures running from September 2010 to March 2011 (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 2010 were on:

Wednesday, 19th May 2010, a visit to Ruscombe, organised by Andrew Hutt, to see the church and the site of the adjacent palao-lake with evidence of Mesolithic, Neolithic, Bronze Age and Iron Age occupation

Wednesday 9th June 2010, a visit Blewburton Hill organised by Andrew Hutt, to see the Iron Age hillfort

Saturday 7th August 2010, a visit to Silchester organised by Trevor Coombs, to see the excavations of the Silchester Town Life Project.

A Spring Tour to The Northern Borders: 7th to 10th May 2010. 35 people participated in this tour centred on the Gretna Hall Hotel at Gretna Green.

The sites visited on the tour were:

Friday 7th May 2010: Gladstone Pottery Museum, Stoke on Trent and Brougham Castle and Roman fort, Penrith

Saturday 8th May 2010: Corbridge, Birdoswold Roman fort, Banks East turret, Larnercost Priory and Carlisle Cathedral and the Tullie House Museum

Sunday 9th May 2010: Sweetheart Abbey, Dumfries, A restored corn mill at New Abbey, Caerlaverock Castle, the WWI munitions factory between Longtown and Eastriggs, the 'Devil's Porridge' exhibition at Eastriggs, and the Blacksmith's Shop, Gretna Green

Monday 10th May 2010: St Martin's Church, Brampton, Vindolanda and Norton Priory and Museum

Berkshire Historic Environment Forum meeting: was held on Saturday 30th October 2010 The Cornerstone, Norreys Avenue, Wokingham. The theme of the meeting was: *Researching, recording and representing our Historic Environment*. The programme is shown in Figure 2. It was attended by 30 people. The Society thanks John Chapman and Andrew Hutt for organising this event.

Archaeology in Berkshire day school held on 5th March 2011 at the Cornerstone, Norreys Avenue, Wokingham, was attended by some 75 people (Figure 3). The Society thanks Trevor Coombs for organising this event

Iron Age exhibition: was created in August 2010 when the Society bought some display boards in order to display the 20 or so posters. In September 2011, it was put on display in Bracknell for National Heritage Open Days, in January 2011 in Newbury Central Library for 3 weeks and in March 2011 in Wokingham Central Library for 6 weeks. This exhibition has given members of the public an insight in the Iron Age in and around Berkshire.

Research into Roman Berkshire. This programme of work started in summer 2007 and during the financial year 2010-11 has been interpreting evidence relating to settlements, villas, industry, agriculture and society, found across the study area. The Society thanks Andrew Hutt and Trevor Coombs for leading this research project.

The Society's web site: between January and March 2011, the website was rebuilt to allow the Society to provide more up to date information to members and the public. The Society thanks Andrew Hutt and Kathy Bragg for rebuilding the website.

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 managing these libraries. In March 2010, Cathy and Kevin Daisy took over as the Society's librarians.

The Berkshire Archaeological Journal: Volume 79, *Prehistoric Settlement at Southlea Farm, Datchet*, a monograph was published in December 2010; printed copies were received by the Society in February 2011. The Society thanks Catherine Petts and Andrew Hutt 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 118,603 accesses to the Society's journals were recorded on the ADS website between 1st May 2009 and 30th April 2010. This is slightly down on the 154,000 accesses were recorded for the previous 12 month period however ADS have been working to ensure that they record human accesses rather than software accesses.

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

Date	Lecture
18 Sept 2010	AGM and <i>Black-earth sites and field systems: The Late Bronze Age-Early Iron Age Transition in the Vale of Pewsey, Wiltshire</i> by Paul Tubb
16 Oct 2010	<i>The Grey Old Town on the Lonely Down - the Buildings of Burford</i> by David Clark
20 Nov 2010	<i>Celtic Art</i> by Jennifer Foster
11 Dec 2010	<i>Early Saxon in Southern Britain</i> by Martin Henig:
15 Jan 2011	<i>Rituals, Society and Power in and around Iron Age Berkshire</i> by Andrew Hutt
19 Feb 2011	<i>Lidar</i> by Simon Crutchley, English Heritage
19 March 2011	<i>Romans in the Hambleton</i> by Jill Eyers

Figure 1. The 2010-11 Lecture programme

TIME	TITLE	SPEAKER
10:00	Welcome and coffee	
Part 1: Recording your environment on the Internet		
10:15	Berkshire Historic Electronic Archive – progress report	John Chapman
10:45	Putting historic photographs of Berkshire on Google	We Are What We Do, London
11:15	Coffee	
Part 2: Research into our Historic Environment		
11:45	Wokingham District Veteran Tree Association	Barbara Stagles
12:15	Roman Berkshire Project	Andrew Hutt
12:45	Lunch in Wokingham cafes and bars	
Part 3: Presenting information to the public		
14:00	Berkshire Library Photograph archive	David Cliffe
14:30	Theale Town Walk	Roy Townsend Theale Historian
15:00	Tea	
15:30	Village History Books	Catherine Sampson
16:00	Closing thoughts	John Chapman
16:30	Close	

Figure 2. Programme of the Berkshire Historic Environment Forum October 2010

TIME	TITLE	ORGANISATION	SPEAKER
10.00-10.05	Welcome	Berkshire Archaeological Society,	Dr. Andrew Hutt
10.05-10.30	Archaeology in West Berkshire, W.	Berkshire Archaeology Service,	Duncan Coe
10.30-11.00	Bronze Age archaeology at Kingsmead Quarry, Horton,	Wessex Archaeology.	Gareth Chaffey
11.00-11.25	COFFEE		
11.25-11.55	Was Boudica's last stand in Berkshire?		Steve Kaye
11.55-12.25	Silchester: The Town Life project 2010	The University of Reading,	Professor Michael Fulford
12.25-13.00	Eversley Quarry, Finchampstead, Cotswold Archaeology,		Steve Sheldon
13:00-14.15	LUNCH		
14.15-14.35	Archaeology in East Berkshire, Berkshire Archaeology,		Fiona MacDonald and David Willaims
14.35-15.05	Iron Age smelting at Sindlesham,	Thames Valley Archaeological Services,	Jamie Lewis
15.05-15.30	TEA		
15.30-15.55	Kennet Valley archaeology: a resource assessment,	The Museum of London,	Rupert Featherby
15.55	Conclusions,		Dr. Andrew Hutt

Figure 3. Programme of the 2011 Day School

BERKSHIRE ARCHAEOLOGICAL SOCIETY (Registered Charity Number 1117197)

Statement of Financial Activities for the year ended 31st March 2011

	Balance Sheet at 31st March 2011	
	2011	2010
Income and Expenditure Account		
Incoming resources		
Membership subscriptions	1,231.50	1,404.00
Tour surplus	398.04	1,018.80
Day school surplus	205.94	322.42
Investment income	190.10	191.22
Legacy	200.00	200.00
Total Incoming resources	2,225.58	3,136.44
Resources expended		
Publicity and display Boards	1,528.38	279.56
Meeting expenses	436.71	469.64
Administration	211.03	254.87
Digitisation of past journals	-	33.50
Insurance	180.45	110.33
Society subscriptions	136.00	134.00
Other expenses	50.00	50.00
Journal Fund: Journal cost less sales	3,466.00	116.63
Research Groups	61.21	-
Berkshire Historic Environment Fund: Forum Exps	152.41	10.09
Library	67.20	-
Net Outgoing Resources (2010 - Incoming)	4,063.81	1,698.00
Total funds at 1st April 2010	59,092.07	57,394.07
Total funds at 31st March 2011	£ 55,028.26	£ 59,092.07
Current assets		
Cash at bank - Society account	13,190.90	17,069.34
Cash at bank - Tour account	9,910.48	8,071.19
Building Society deposit	38,210.55	38,020.45
Prepaid expenses	199.32	1,125.30
Tour expenses prepaid	5,642.87	3,342.30
	67,154.12	67,628.58
Less:- Current liabilities		
Sundry creditors	1,916.36	983.51
Tour deposits received	10,209.50	7,553.00
	12,125.86	8,536.51
Net assets	55,028.26	59,092.07
Represented by:-		
General fund	11,448.25	11,969.68
Designated funds		
Journal	13,777.64	17,167.83
Berkshire Historic Buildings	9,738.43	9,695.62
F. Maitland Underhill Memorial	2,483.74	2,472.82
Excavation	1,751.33	1,743.63
Restricted Funds		
BAT Archaeological Research & Publication	12,630.64	12,691.85
Berkshire Historic Environment	3,198.23	3,350.64
Total funds at 31st March 2011	£ 55,028.26	£ 59,092.07

NOTES FORMING PART OF THE ACCOUNTS:

a) The Trustees of the Berkshire Archaeological Society have placed a value of £10,925 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 2011, 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 Commissioners. 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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2nd September 2011

