

BERKSHIRE ARCHAEOLOGICAL SOCIETY TRUSTEES ANNUAL REPORT AND ACCOUNTS 2013 – 2014

ANDREW HUTT

Registered Charity No.:	1117197
Registered office:	19 Challenor Close, Wokingham, Berks, RG40 4UJ
Trustees:	
Chairman	Mrs Ann Griffin
Secretary	Dr. Andrew Hutt acting
Treasurer	Dr. Andrew Hutt
Other trustees	Mr. Dave Carless, Mr. Trevor Coombs, Mr. John Chapman, Mrs. Anne Harrison, Mr. Ron Knowles, Mr. Barrie Randall, Mrs Catherine Petts, Mrs. Griselda Truscott-Wicks
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 two archaeological libraries, and promoting its activities via a newsletter, a web site and through posters placed in public buildings.

The Society is governed by the Trustees.

By March 2014, the Society had 122 ordinary members living at 111 addresses and 15 corporate members.

ACTIVITIES

The activities in this period were:

A programme of monthly lectures: running from September 2013 to April 2014 (Figure 1). The Society thanks Trevor Coombs for organising this programme.

Archaeological walks and visits: these complement the lecture programme. The walks organised in 2013 were:

8th June 2013, **Walk from Hackpen Hill to Segsbury Camp and back**, led by Andrew Hutt with a guided tour of Hackpen Hill by Bob Brewer

20th June 2013, **Walk round historic Pangbourne**, led by Rosie Nurick of Pangbourne Heritage, and organised by Andrew Hutt

8th July 2013, **Walk along historic Eton High Street**, led and organised by Dr. David Lewis

30th July 2013: **Visit to Silchester** organised by Trevor Coombs

The Society thanks all those who organised and led these walks and visits.

21 September 2013	Saxons in the Thames Valley Katie Meheux
19 October 2013	Virtual Rome Mathew Nicholls
16 November 2013	Pots from medieval houses Duncan Brown
14 December 2013	Mesolithic Archaeology in the Severn Estuary Professor Martin Bell
11 January 2014	Mummy portraits from Roman Egypt Professor Brian Sparkes, a joint meeting with the Egyptian Society
15 February 2014	Exploring Trajan's aqueduct [film and talk] Ted and Mick O'Neil
15 March 2014	Roman Berkshire Andrew Hutt

Figure 1: The 2013-14 Lecture programme

**A Spring Tour to North West of England:
10 - 13 May 2013.**

34 people participated in this tour centred on the Mercure Hotel at the Last Drop Village. The sites visited on the tour were:

Friday 10th May 2013: Stafford town centre and castle, and Pottery Museum, Hanley

Saturday 11th May 2013: Fred Dibnah Heritage Centre, Bolton town centre, and the half-timbered Hall i' th' Wood

Sunday: 12th May 2013: East Lancs Heritage Railway, Rufford Old Hall and British Commercial Vehicle Museum at Leyland

Monday 13th May 2013: historic Chester and motte and bailey Tamworth Castle

Sincere thanks are due to Barrie and Annette Randall assisted by Ron Knowles for organising the tour and the many people who guided members round these sites.

Berkshire Historic Environment Forum meeting: There was no meeting of the Forum in 2013.

Archaeology in Berkshire Day School: held on 1st March 2014 at St. Nicolas Church Hall, Newbury (Figure 2 for details of the programme). The Society thanks Trevor Coombs for organising this event.

Research into Roman Berkshire: this programme started in summer 2007 and during the financial year 2012-13 split into two groups working on complementary reports. One group, led by Trevor Coombs worked on a book while Andrew Hutt developed a book and a course organised by the Reading Branch of the Workers Education Association.

Four issues of the quarterly newsletter. The Society thanks Andrew Hutt for editing these newsletters.

The Society's web site: The website has continued to provide the Society with an online presence. The Society thanks Andrew Hutt for maintaining the site.

The Society's libraries: these are 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.

The Berkshire Archaeological Journal: Volume 81, a multi-article journal with 15 articles was published in December 2013. Printed copies were received by the Society in March 2014. The Society thanks Catherine Petts and Andrew Hutt for editing this journal.

The Society's online journals are available on websites at the Archaeology Data Service and the Council of British Archaeology Archlib Service.

Fieldwork: The Council recognised that the ongoing success of the Society depended on younger people joining and working to keep it going. With this in mind the Council:

Started a Building Recording Project with the objective of developing a team with the knowledge and skill to survey buildings

Bought a Bartington dual sensor 601 gradiometer so that the Society could carry out geophysics surveys

10.00-10.05	Welcome Berkshire Archaeological Society, Ann Griffin
10.05-10.30	West Berkshire Archaeology in 2014, Alex Godden and Sarah Orr West Berkshire Archaeology Service
10.30-11.00	The Silchester Hinterland, Dr Richard Massey, English Heritage
11.00-11.25	COFFEE
11.25-11.55	Silchester: The Town Life project 2014 , Professor Mike Fulford, University of Reading
11.55-12.25	Aerial photography and remote sensing, Helen Winton, English Heritage
12.25-12.55	An Iron Age metal working site in Slough, Phil Andrews, Wessex Archaeology
12.55-2.10	LUNCH
2.10-2.35	Archaeology at Bray Triangle, Dave Gilbert, John Moore Heritage Services
2.35-3.00	Portable Antiquities Scheme in West Berkshire and Oxfordshire, Anni Byard
3.00-3.25	TEA
3.25-4.00	Latest discoveries from the Neolithic at Horton Quarry, Gareth Chaffey, Wessex Archaeology
4.00-4.25	A Roman villa at Boxford, Steve Clarke, Berkshire Archaeology Research Group
4.25-4.30	Summing up, Ann Griffin

Figure 2: Programme of the 2014 Day School

THE SOCIAL IMPACT OF THE SOCIETY'S ACTIVITIES

The activities identified above seem to have encouraged a number of people to join the Society.

The courses taught for the Workers Education Association by Andrew Hutt also encouraged people to join the Society and study Berkshire's archaeology.

It is hoped that the move into fieldwork will interest and motivate a larger group of new joiners.

THIS REPORT

This report was approved by the Trustees on 20th September 2014 and the master copy signed on their behalf by the chairman Ann Griffin.

BERKSHIRE ARCHAEOLOGICAL SOCIETY (Registered Charity Number 1117197)
Statement of Financial Activities for the year ended 31st March 2014

Income and Expenditure Account	Total Funds 2014	Total Funds 2013	2014	2013
Balance Sheet at 31st March 2014				
Incoming resources				
Membership subscriptions	1,674.00	1,621.00	8,000.00	-
Tour surplus 2013	189.84	2,142.07		
Day school surplus	372.42	95.00		
Berkshire Historic Environment Fund: surplus	-	50.62	4,262.60	12,291.14
Journal Fund: sales less costs	-	702.40	13,634.83	8,239.26
Investment income	192.97	192.01	38,786.58	38,593.61
Donations	50.00	50.00	451.03	199.32
	-----	-----	1,478.59	9,830.60
Total incoming resources	2,479.23	4,853.10	58,613.63	69,153.93
Resources expended				
Publicity	30.00	176.43	66,613.63	69,153.93
Meeting expenses	435.72	740.08		
Administration	286.13	292.26		
Insurance	349.70	199.32		
Society subscriptions	138.00	138.00		
Journal Fund: Cost less sales	1,467.44	-		
Berkshire Historic Buildings Fund: Research	191.10	-	-	95.11
Tour Refunds made	673.53	-	9,502.20	10,855.00
	-----	-----	-	-
Net Outgoing Resources (2013 - Net Incoming)	3,571.62	1,546.09	£ 57,111.43	£ 58,203.82
	-----	-----	-----	-----
Total funds at 1st April 2013	16,045.17	15,671.99	16,045.17	15,671.99
	-----	-----	-----	-----
Net Outgoing Resources (2013 - Net Incoming)	1,092.39	3,307.01	11,276.06	12,686.47
	-----	-----	9,693.46	9,834.57
Total funds at 1st April 2013	58,203.82	54,896.81	2,521.01	2,508.26
	-----	-----	1,777.61	1,768.62
	-----	-----	12,757.69	12,693.48
	-----	-----	3,040.43	3,040.43
Total funds at 31st March 2014	£ 57,111.43	£ 58,203.82	£ 57,111.43	£ 58,203.82
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BERKSHIRE ARCHAEOLOGICAL SOCIETY (Registered Charity Number 1117197)

Notes forming part of the accounts:

- a) In 2008 the Trustees of the Berkshire Archaeological Society placed a value of £10,925 on the books and journals owned by the Society. No revaluation has taken place since this date. 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 2014, which are overleaf.

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(3)(a) of the 1993 Act;
- b) to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(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;
- 2) have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



J D BURNER FCA

8th August 2014

Little Orchard Tidmarsh Lane Tidmarsh Reading

