

## BERKSHIRE ARCHAEOLOGICAL SOCIETY TRUSTEES ANNUAL REPORT AND ACCOUNTS 2014 – 2015

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 Charity trustees** Mr. Dave Carless, Mr. Trevor Coombs, Mr. John Chapman,  
Mr. Colin Forrestal, Mrs. Anne Harrison, Mr. Ron Knowles, Ms. Deborah  
Loe, 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 became a registered charity in December 2006.

The Society is governed by two documents: Berkshire Archaeological Society Constitution issued 11<sup>th</sup> November 2006 and revised 18<sup>th</sup> February 2015 and Berkshire Archaeological Society Rules issued on 6<sup>th</sup> June 2005 and approved by the Society on 22<sup>nd</sup> November 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, fieldwork, 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 a Council of Trustees.

By March 2015, the Society had the Society had 136 Ordinary members at 122 addresses and 16 corporate members.

At a meeting in March 2014, the Council decided to reorganise the way the Society operated by creating

a number of working groups. One of the objectives of these groups is to develop and retain knowledge and skills in support of the Society's objects. As a result of this, 10 groups were created with the following responsibilities

**The tour working group:** offers advice and guidance to the Tour organiser

**The newsletter working group:** edits and publishes the newsletter

**The journal working group:** edits, proof reads and copy edits the Berkshire Archaeological Journal

**The library working group:** helps the librarian manage the Society's two libraries

**The Berkshire Historic Environment Forum working group:** organises the forum

**The geophysics and surveying working group:** carries out non-invasive fieldwork

**The excavation and finds processing working group:** carries out invasive fieldwork

**The Berkshire Historic Buildings recording group:** records details of historic buildings in and around Berkshire

**The Berkshire archaeology study group:** reviews archaeological sites in and around Berkshire and develops an understanding of how people lived during the different archaeological periods

## ACTIVITIES

The activities in this period were:

**Archaeology on Saturdays:** A programme of monthly lectures running from September 2014 to April 2015 (Figure 1). The Society thanks Trevor Coombs for organising this programme.

**Archaeological walks and visits:** these complement the lecture programme. The walks organised in 2014 were:

Wednesday 11<sup>th</sup> June 2014 **Walk round historic Newbury**, organised by Andrew Hutt and led by Jane Burrell

Saturday 28<sup>th</sup> June 2014, **Visit to Cirencester Museum and Chedworth Roman villa**, organised and led by Andrew Hutt

Saturday 27<sup>th</sup> July 2014, **Visit to Silchester**, organised by Trevor Coombs

Monday 7<sup>th</sup> August 2014, **Visit to the excavation of a Roman cemetery at Dorchester on Thames**, organised by Thames Valley Archaeological Services

Wednesday 17<sup>th</sup> September 2014, **Visit to Butser Ancient Farm, Hampshire**, organised by Andrew Hutt

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

**Berkshire Historic Environment Forum meeting:** There was no meeting of the Forum in 2014

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

**The news sheet:** At the end of this period, the Society started publishing a monthly, one page, news sheet to remind people of its forthcoming activities. This sheet has also been used to refresh the Home page of

the website. The Society thanks Ann Griffin for this innovation.

## The Spring Tour to Kent and Sussex 9 – 13<sup>th</sup> May 2014

35 people participated in this tour centred on the King Charles Hotel in Gillingham. The sites visited on the tour were:

Friday 9<sup>th</sup> May 2014: Ightham Mote, the city of Rochester and The Historic Dockyard, Chatham

Saturday 10<sup>th</sup> May 2014: Leeds Castle, Luddingstone Castle, and Lullingstone Roman Villa

Sunday 11<sup>th</sup> May 2014: the city of Canterbury, Richborough Roman Fort and Barnsole Vineyard

Monday 12<sup>th</sup> May 2014: Romney, Hythe and Dymchurch narrow gauge railway, Battle and Pevensey Castle

Sincere thanks are due to Ron and Vinny Knowles, Barrie and Annette Randall, and the many people who guided members round these sites.

**Archaeology in Berkshire Day School:** was held on 7<sup>th</sup> March 2014 at Cornerstone, Norreys Avenue Wokingham. 65 people enjoyed a rich programme of talks (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. In 2013 the programme split into two teams, One team continued to write an account of Roman Berkshire; and Andrew Hutt gave a series of lectures for the Workers Education Association on Roman Berkshire which resulted in the formation of the Berkshire Archaeology Study Group

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

20 September 2014	<b>The Roman army and its equipment</b> John Smith
18 October 2014	<b>Anglo Saxon assembly places in Berkshire</b> Stuart Brookes
15 November 2014	<b>Oxford before the University</b> Anne Dodd
13 December 2014	<b>Climate and societal change</b> Dominik Fleitmann
17 January 2015	<b>Early Bronze Age women</b> Alice Rogers
14 February 2015	<b>Digitising Domesday</b> David Roffe
14 March 2015	<b>Lindisfarne</b> David Petts
18 April 2015	<b>Old Windsor</b> David Lewis

Figure 1: The 2014-15 Lecture programme

**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 Deborah Loe for managing these libraries.

**The Berkshire Archaeological Journal:** There was no issue of the journal between April 2014 and March 2015.

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

**Geophysics and Surveying working group** carried out a geophysics survey at Greywell Hampshire. The North East Hampshire Historical and Archaeological Society and the Berkshire Archaeology Research

Group had arranged to survey of Beaverton Meadow at Greywell but the Research Group's gradiometer developed a fault so the Society's working group were invited to do the gradiometer survey. The results are recorded in Sensical, B. and Wright, T 2015. Archaeological Surveys at Greywell, Hampshire.

The Society thanks Brita Sensicall for inviting the group to work on this site.

**The excavation and post excavation working group:** established a project to identify artefacts found in people's gardens.

**The Berkshire Archaeology study group** was formed by a group of people who attended a course entitled *Roman Berkshire - A Study in Power and Economics* taught by Andrew Hutt and organised by the Reading Branch of the Workers Education Association. When the course finished they wanted to continue working on Roman Berkshire and hence formed this group in April 2014. Since then, the group has turned its attention to Anglo-Saxon Berkshire.

The Society thanks Andrew Hutt for creating this extension to its activities.

#### **SOCIAL IMPACT OF THE SOCIETY'S ACTIVITIES**

This year has seen the establishment of the Society's workgroups and around 30 people, about 25% of the membership are actively engaged in the work of the Society.

The Society's work has also been on display in an exhibition in Camberley and the work of its members on heritage matters in communities across Berkshire has raised the Society's profile amongst the general public.

#### **THIS REPORT**

This report was approved by the Trustees on 19<sup>th</sup> September 2015 and signed on their behalf by the chairman, Mrs Ann Griffin.

10.00-10.05	<b>Welcome</b> Berkshire Archaeological Society, Ann Griffin
10.05-10.30	<b>Recent discoveries in West Berkshire,</b> Alex Godden (Archaeological Officer, West Berkshire Council)
10.30-11.00	<b>Historic landscape characterisation and ten years of archaeology in Berkshire.</b> Fiona MacDonald and Adam Loden (Berkshire Archaeology)
11.00-11.25	COFFEE
11.25-11.55	<b>Research on Roman rural settlements in southern Britain,</b> Alex Smith (University of Reading)
11.55-12.25	<b>Silchester 2014: from Insula IX to Insula III.</b> Professor Michael Fulford University of Reading)
12.55-14.10	LUNCH
14.10-14.35	<b>Beyond the Tribal Hidage: dead zones and wealth zones in the Middle Thames Valley AD 400-600,</b> Sue Harrington (University College London)
14.35-15.00	<b>Science in archaeology,</b> Jane Corcoran (Science Advisor, English Heritage)
15.00-15.25	TEA
15.25-16.00	<b>Saxon mills in Berkshire,</b> Dave Carless (BAS and SOAG)
16.00-16.25	Summing up, Ann Griffin

Figure 2: Programme of the 2015 Day School

**BERKSHIRE ARCHAEOLOGICAL SOCIETY (Registered Charity Number 1117197)**  
Statement of Financial Activities for the year ended 31st March 2015

Income and Expenditure Account	Total Funds 2015	Total Funds 2014	Balance Sheet at 31st March 2015	2015	2014
<b>Incoming resources</b>			<b>Fixed Asset</b>		
Legacy	100,000.00	-	Gradiometer - at Cost	8,000.00	8,000.00
Membership subscriptions	1,901.00	1,674.00			
Tour surplus	-	189.84	<b>Current assets</b>		
Day school surplus	409.85	372.42	Cash at bank - Society account	70,069.58	4,262.60
Journal Fund: Income	583.28	-	Cash at bank - Tour account	10,642.39	13,634.83
Investment Income	262.01	192.97	Building Society deposit	74,048.59	38,786.58
Donations	-	50.00	Cash in hand	5.00	56,684.01
Study Groups	40.00	-	Prepaid expenses	30.95	451.03
	40.00	-	Tour expenses prepaid	605.43	1,478.59
<b>Total Incoming resources</b>	<b>103,196.14</b>	<b>2,479.23</b>	<b>Total Current Assets</b>	<b>155,401.94</b>	<b>58,613.63</b>
			<b>Total Assets</b>	<b>163,401.94</b>	<b>66,613.63</b>
<b>Resources expended</b>			<b>Less:- Current liabilities</b>		
Publicity	-	30.00	Tour deposits received	-	9,502.20
Meeting expenses	735.62	435.72	<b>Net assets</b>	<b>£ 156,611.94</b>	<b>£ 57,111.43</b>
Newsletters	201.51	205.19			
Website	155.75	-	Represented by:-		
Administration	154.02	80.94	<b>General fund</b>	20,875.11	16,045.17
Insurance	451.03	349.70	<b>Designated funds</b>		
Society subscriptions	156.00	138.00	Journal	11,915.72	11,276.06
Tour loss	691.40	1,467.44	Berkshire Historic Buildings	-	9,693.46
Berkshire Historic Buildings Fund: Research	170.00	191.10	F.Maitland Underhill Memorial	2,533.62	2,521.01
Tour Refunds made	462.00	673.53	Excavation	-	1,777.61
Equipment purchase written off	446.30	-	New Equipment	4,553.70	-
Equipment repair	72.00	-	Equipment Replacement Fund	800.00	-
	72.00	-	John Hardman Legacy	100,071.88	-
<b>Total Resources Expended</b>	<b>3,695.63</b>	<b>3,571.62</b>	<b>Restricted Funds</b>		
<b>Net Incoming Resources</b> (2014 - Outgoing)	<b>99,500.51</b>	<b>1,092.39</b>	BAT Archaeological Research & Publication	12,821.48	12,757.69
			Berkshire Historic Environment	3,040.43	3,040.43
<b>Total funds at 1st April 2014</b>	<b>57,111.43</b>	<b>58,203.82</b>	<b>Total funds at 31st March 2015</b>	<b>£ 156,611.94</b>	<b>£ 57,111.43</b>
<b>Total funds at 31st March 2015</b>	<b>£ 156,611.94</b>	<b>£ 57,111.43</b>			

**BERKSHIRE ARCHAEOLOGICAL SOCIETY (Registered Charity Number 1117197)**

**Notes forming part of the accounts:**

a) In 2015 the Trustees of the Berkshire Archaeological Society placed a value of £5,000 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 2015, 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, 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**

Little Orchard Tidmarsh Lane Tidmarsh Reading

1st September 2015

