



# SURREY ARCHAEOLOGICAL SOCIETY



*Woking Palace: The Society is taking part in excavations to reveal the secrets of this important site (image by permission of Kelvin Wilson)*

**ANNUAL REPORT  
2008-2009**

Front cover: A reconstruction image of Woking Palace created by Kelvin Wilson showing the site as it might have appeared towards the end of Henry VIII's reign, based on information available up to 2006. The position of the buildings is based on archaeological evidence, with documentary evidence for the appearance of the Great Hall and the other buildings rendered by analogy with other Tudor sites.

## CONTENTS

Council and Board of Directors .....	4
Honorary Vice-Presidents .....	4
Registered Office (address, e-mail address, telephone and fax) .....	4
Auditors and Examiners .....	4
Investment managers .....	4
Company and Charity Registration numbers .....	4
Annual Report:	
General .....	5
Finance .....	6
Investment Report .....	8
Reports from Committees .....	8
Reports from Groups .....	13
Representation .....	16
Staff and Working Hours .....	16
Honorary Local Secretaries .....	17
Annual Accounts	
Directors' Report .....	19
Auditors' Report .....	20
Income and Expenditure Account .....	21
Balance Sheet .....	22
Statement of Financial Activities .....	23
Notes to the Accounts .....	24
Detailed Income and Expenditure Account .....	28
Appendix 1: Grants Paid or Approved .....	29
Appendix 2: Annual Events .....	29
Notices .....	30

**PATRON:** Mrs S Goad, JP, Lord Lieutenant of Surrey

## COUNCIL AND BOARD OF DIRECTORS

**President:** K D Graham, FSA

**Past Presidents:**

the Viscountess Hanworth, DL, FSA  
D J Turner, BSc, FSA, FSA Scot  
R F Muir

Professor A G Crocker, DSc, FInstP, CEng, FSA  
Miss A J Monk

**Vice-Presidents:**

D G Bird, BA, PhD, FSA  
Mrs G M Crocker, BA, FSA  
Ms J English  
Professor E C Fernie, CBE, FSA  
Mrs A C Graham

J F Cotton MA FSA  
G P Moss, BSc, PhD, ARCS  
A C Sargent, BA, FCA  
P A Tarplee  
P E Youngs

**Honorary Officers:**

**Secretary:** D Calow

**Treasurer:** A C Sargent, BA, FCA

**Joint Editors:** Mrs A C Graham; Ms S Hill; J S Pile

**Editor of the Bulletin:** P M Jones

**Librarian:** Mrs R F Hughesdon

**Legal Adviser:** A M Jackson (to November 2008)

**Elected Members:**

**Retire 2009:** Mrs A M Gaitonde, Mrs J A Hicks, J G Price, J M Rubra, R W Williams

**Retire 2010:** Mrs J M Balchin, Miss E L Corke, P Harp, A V Norris, R W Savage

**Retire 2011:** J M Boulton, Mrs N A Cowlard, A R Hall, Mrs P A Hulse, C J W Taylor

**Retire 2012:** M Brace, Mrs M Broomfield, R A Bryson, Miss R Lambert, J Spencer,  
C van der Lande

**Co-opted Member:** D W Williams

**Honorary Vice-Presidents:**

R D Shepherd, OBE  
S S Frere, CBE, MA, DLitt, FBA  
F W Holling, FSA  
Mrs A Watson  
Miss J M Carter  
Mrs V Ettlinger  
S E D Fortescue, BA, FSA

J L Gower, BSc, PhD  
E E Harrison, MA, FSA  
D F Renn, CBE, PhD, FIA, FSS, FSA  
Mrs P C Nicolaysen  
Mrs G M Harvey, BA, MCLIP  
J N Hampton, OBE, FSA  
D C H Combe

**REGISTERED OFFICE:**

Castle Arch, Guildford, Surrey GU1 3SX

Telephone & Fax: 01483 532454; e-mail: [info@surreyarchaeology.org.uk](mailto:info@surreyarchaeology.org.uk)

web: [www.surreyarchaeology.org.uk](http://www.surreyarchaeology.org.uk)

**COMPANY REGISTRATION NO:** 1160052. **REGISTERED CHARITY NO:** 272098

**AUDITORS:**

M G Beattie & Co Limited  
6 Main Avenue, Moor Park, Northwood HA6 2HJ

**INVESTMENT MANAGERS:**

HSBC Global Asset Management (UK) Ltd, 78 St James's Street, London SW1A 1HL

# SURREY ARCHAEOLOGICAL SOCIETY ANNUAL REPORT 2008-2009

This is the 154th Annual Report of the Surrey Archaeological Society and the 35th Annual Report of the Board of Directors of the Incorporated Surrey Archaeological Society. The report and accounts are for the period 1st April 2008 to 31st March 2009.

## GENERAL

The Annual General Meeting was held on 29th November 2008 at Shalford Village Hall, Shalford. Mr K D Graham was re-elected as President for a third year and the Honorary Vice-Presidents, Vice-Presidents and Honorary Officers were re-elected with the exception of Mr A M Jackson who retired as Legal Adviser.

The following members of the Society were elected to serve as ordinary Members of Council to retire in 2012: Mr M Brace, Mrs M Broomfield, Mr R A Bryson, Miss R Lambert, Mr J Spencer, Mr C van der Lande. The retiring members of Council, Mr A J Bott, Mr G C Brown, Ms T J Cole, Mrs R J Hooker and Mrs R Hunter were thanked for their work on behalf of the Society.

M G Beattie & Co Limited were appointed as Auditors and Council was authorised to determine their remuneration.

Following the meeting, Mr P Masters gave a careful summary of his ongoing work on the Chilworth Area of Special Historic Landscape Value and Mrs M Dierden gave a fascinating talk based on her detailed researches of the history of Shalford.

## Activities

The Council approved a Risk Assessment and Five Year Rolling Strategy in 2008. This reviewed two main concerns: accommodation and the administrative structure of the Society.

The future of the Society's accommodation has not yet been fully resolved although Guildford Borough Council officers have confirmed their intention to complete negotiations with the Society for a new lease on acceptable terms. The Society continues to rent space at Cranleigh and Bletchingley. The latter provides space for the Artefacts and Archives Research Group and for storage.

The Council decided to implement changes to the committee structure following the report of the Review Group, chaired by Mr A Bott. The Grants, Community Archaeology and Archaeological Research Committees were amalgamated to form a new Research Committee and a Management Committee was formed to replace the Finance and Finance Sub-Committees and advise the Council on a wide range of topics. The workings of the new system will be reviewed in 2010 and changes to the structure of the Council considered at that time.

The prestige lecture by Dr S Thurley at the Menuhin Hall in June and the Annual Lecture series set high standards. Surrey Industrial History Group awarded the 25th industrial history plaque and published a book to commemorate the awards. The Local History Symposium in October was a great success and the Archaeology Symposium in February was considered by many to be the best yet, providing a professional showcase for the research activities of the Society's members through presentations and displays. The Margary Award was won by Surrey Heath Archaeology and Heritage Trust.

The new website went live during the year and Mr T Wilcock agreed to act as webmaster. Individual members have added material and there are over one thousand hits a month.

The Society has further increased its archaeological activity. Excavations at Hatch Furlong, Ewell and Ashted Roman Villa continue to be successful and work at Alexander Raby's ironworks at Cobham revealed a metalworking site of potential national significance. Several

members have become expert in using the Society's new magnetometer and have made important discoveries in various parts of the county.

The Surrey Dendrochronology Project is in its fifth year. The project is jointly funded by the Society and the Domestic Buildings Research Group and supported by lottery funding. During the year under review, clusters at Cranleigh and Nutfield were sampled which complete the fieldwork. Over 160 buildings have been sampled and individual reports are available in the Society's library. Mr R Wild is undertaking a statistical analysis of the findings and when this is completed the final report will be prepared.

The Council decided subscription fees would not be increased in 2008-9.

### **External bodies**

The Society has many links with local and regional bodies. Meetings with Surrey County Council help maintain close relationships with Surrey History Centre. Representation on regional CBA groups and meetings with English Heritage keep the Society involved with developments in archaeology at a national level.

### **Administration**

The staff at Castle Arch have long been one of the strengths of the Society. Mrs H Jeffery took over as Assistant Librarian last year and has settled in well. However, Mrs S Janaway and Mrs M Roberts have both said they wish to retire from their positions before the end of 2009 after nearly thirty years with the Society. Mrs Janaway will continue to do some financial work for the Society and Mrs Roberts will continue to help with the *Bulletin*. It will be difficult to replace their knowledge, kindness, humour and dedication and we are very grateful to them for their contribution.

The Honorary Officers and the many individual members who volunteer their time and experience are thanked for their efforts to ensure the Society maintains its professional and friendly approach. Although many people give their time particular mention should be made of the work of Mr R and Mrs P Savage for their great support with excavations, committees and other projects. Mr A Jackson, who had been the Society's Hon Legal Adviser for many years, has retired and the President has expressed sincere thanks to him for his work. The position of Legal Adviser will be left vacant until the review of the Council has been completed.

### **Membership**

On 31st March 2009, the membership was (31st March 2008 figures in brackets); 9(9) honorary; 6(6) life; 626(623) ordinary; 69(70) associate; 24(20) junior; 12(11) student and 144(142) institutional; total 890(881).

It is with great sadness that the death of the following members is recorded: Mr J F Brown, Mrs E S Eames, Mrs M (Coffey) Holland, Mr T E J Robins, Mr K B Stoddart

### **Local Secretaries**

Mr C Taylor has continued his energetic work with the Local Secretaries producing informative newsletters. The Local Secretaries are an important part of the Society and their help with keeping members up to date is appreciated.

## **FINANCE**

The Society's Accounts for the year to 31st March 2009 are set out in the final section of this report and show an overall operating surplus on the activities of the year after taking account of interest received. This surplus was however extinguished by the substantial realised losses incurred on investment changes affected during the year. Resulting from the further overall decline in the general value of the investments during the year, the Society also sustained an unrealised depreciation in the value of its portfolio investments which has resulted in total to a substantial reduction in capital over the year. It remains the Council's policy to preserve the

capital fund in the long term interests of the Society as the income generated is still required to sustain core activities.

There was a slight reduction in subscription income but this was supplemented by gift aid recoveries in the year. The increase in receipts from publications was for the most part due to the active promotion of sales of previous publications to clear stock.

Income from portfolio investments and interest remained relatively constant and in accordance with budget forecasts. These figures contrast markedly with the projections for the current year to 31st March 2010 where due to the current economic downturn receipts could be up to 25% lower overall.

Two extraordinary credit terms have been recognised in these accounts. As set out elsewhere in the report, the Society has received compensation in respect of earlier expenditure on South Park and other, including legal, costs incurred and now retains no interests in the site. Also following a review of grants formerly approved by the Society, credit has been taken in respect of grants not claimed, otherwise deemed no longer required or funding superseded by other arrangements.

In most cases administration expenditure was contained within budget figures, with increases in line with inflation on salaries and similar costs although provision has been made for potential additional costs in respect of premises following the expiry of the previous lease. Publication expenditures includes the *Collections*, *Bulletin* and *Surrey History*. The investment fees incurred are in respect of amounts charged directly by HSBC Global Asset Management in dealing with the Society's portfolio.

The Society continues to recognise the invaluable contributions made by members and others towards the true costs of running the Society and is extremely grateful for the services supplied in an honorary capacity by our professional advisers.

### **Finance Committee Report**

The Finance Committee met twice during the year under review, and the sub-Committee on three occasions.

The sub-Committee reviewed the performance of the Society's investments with HSBC. A meeting with their representative took place on 13th January 2009 at which the Society's concerns were discussed. It appeared HSBC wanted the Society to choose one of five standard packages which it was claimed would better meet the needs of the Society and to make a significant increase in their management fees.

The Committee reviewed and revised the Risk Assessment and Rolling Strategy, which were approved by Council at its meeting on 13th March 2009.

At its first meeting on the 19th June 2008, the Finance Committee considered the draft accounts for the year to 31st March 2008, which were approved by Council on the 18th July 2008.

The last meeting of the committee was held on the 21st January 2009, when the revenue and capital budgets for the year 2009-2010 were discussed, having been earlier considered by the sub-Committee. In view of the volatile nature of the financial market it was agreed to recommend reductions in the revenue budget and to defer consideration of the capital budget until income forecasts were more secure.

The chairman would like to express sincere thanks to the Honorary Treasurer and to all members of the committees for their support during the past two years.

The responsibilities of the Finance and Finance sub-Committees have been transferred to the Management Committee, under the chairmanship of the President.

## Investment

The Society's investment portfolio was managed throughout the year under review by HSBC Global Asset Management in funds in the name of their nominees. Adjustments to the portfolio were made during the year to reposition the funds within the agreed benchmark which remained as 55% in UK equities, 25% in fixed interest stocks, 15% in property and 5% in cash.

As at 31st March 2009, the funds held by HSBC Management by percentage value were as follows:

### Fixed Interest

HSBC Asset Management: Common for Income	29.6%
--	-------

### UK Equities

Blackrock Fund Managers: Dynamic and Special Situations	13.6%
Invesco Fund Managers: Perpetual	13.0%
Artemis Fund Managers: Income Fund	12.6%
M & G Securities: Charifund Income	8.6%
Neptune Investment Management: Income A	8.8%

### Property

Charities Property Fund	5.4%
Lothbury Property Trust	6.4%

Cash and Sterling Bonds	2.0%
-------------------------	------

## REPORTS FROM COMMITTEES OF THE SOCIETY

### Archaeological Research Committee

The Archaeological Research Committee, in its final year before being superseded by the new Research Committee, continued to act as a primary liaison committee for the exchange of information about current research projects within the county being carried out by Society groups, other amateur societies and professional units. It was generally agreed that the annual symposium, held in February 2009, was a great success, publicising projects which had been discussed during the year by the committee. A number of projects were assisted by grants from the committee, and further equipment bought for the Society. The committee's officers were Mrs P Hulse, secretary, Mr P Harp, chairman, and Mr C Hayward, treasurer. Particular thanks are due to all members of the committee, but especially Mrs P Hulse and Mrs A Gaitonde for organising the symposium, and Mr G Stonehouse and Mrs P Hulse for their work as Tools Officers.

### Community Archaeology

During the course of the year the Heritage Lottery Fund advised that an application from the Society for a substantial grant for a long term project to examine the landscape south of Godstone (the Three Parks Project) was unlikely to succeed. This was a complete change from previous advice and may perhaps be connected with the diversion of HLF funds to the construction of the Olympic village. It was decided to commission a report from Mr P Masters on the viability of such a large scale survey in order to see whether alternative sources of funding could be found. This paper has been completed, albeit after the formal end date for this report, and feelers will be put out to see whether there is a realistic chance of finding partners for this potentially important and exciting project.

On other fronts while the Area of Special Historic Landscape Value survey of the land surrounding the Chilworth gunpowder mills is still awaited, the training dig organised during the course of the year on the 18th century iron working site at Cobham was a great success. Not only for the numbers of volunteers who received training, but also because the results have generated widespread interest, as it appears that the site represents a turning point in iron

working technology between that of the Tudor and earlier periods and that of the Victorians and the start of modern iron working. It is ironic (if that is the word to use) that what was chosen as a 'safe' site for a training dig turned out to be of potentially national significance. Mr R and Mrs P Savage put a great deal of effort into making the dig run smoothly and Mr A Howe directed the excavation.

As a result of the recent organisational changes made within the Society the Community Archaeology Committee has been subsumed into the new Research Committee and this is therefore the last report from this body.

## Events Committee

The Committee met on four occasions in 2008-9. Three major events dominated the year.

We are most grateful to Mr E Walker for arranging a day course at English Heritage in Swindon on Aerial Photographic Interpretation in May 2008. Everyone who went enjoyed the day as well as learning and using the excellent facilities. Our thanks go to the staff at English Heritage for giving the fifteen Society members the benefit of their expertise. English Heritage will organise a similar event provided there are sufficient members to make it worthwhile.

The second Society prestige lecture at the Menuhin Hall was held in June. Almost two hundred people heard Dr S Thurley, Chief Executive of English Heritage, talk on the subject 'Goodbye Surrey? Does anyone care about our heritage?'

The third major item on our agenda was the continuation conference of the Surrey Research Framework at Leatherhead in October, which was organised by the Prehistoric Group and is reported elsewhere. This Committee provided the logistic and technical backup ensuring that the speakers and their presentations arrived on time, the projection equipment was compatible and the refreshments were ready when needed.

Thanks go to our new member, Mrs M Korndorffer, for preparing a lightweight display board for use by the Society. It is kept at Castle Arch and is available for use at meetings at which the Society represented. It can be easily updated and users are able to amend it to suit their event.

The final tasks of the year were to prepare for the 2009 lecture series on 'Tudor Castles in Surrey' and to arrange a third annual Society Lecture in June 2009 at the Menuhin Hall with a talk by the architect and artist, Ptolemy Dean on the subject: 'The Repair and Uplifting Renewal of Historic Buildings, with examples from Surrey'. Once again, we are most grateful to the Yehudi Menuhin School for making their superb concert hall available to us.

It was with great regret that the committee accepted the resignation of Mr E Walker. His contribution over the years has been most valuable and greatly appreciated, especially as acting Chairman and Secretary when need arose. Our thanks also go to Mrs E Whitbourn who arranged various visits on behalf of the Society, combining them with her work in Adult Education. We wish her well in her new role in GLAAS.

## Grants and Special Projects Committee

The Committee was not required to meet during the year and no grants were made by the committee. The committee was dissolved on 31 March 2009, its role being taken over by the new Research Committee.

## Historic Buildings Committee

The committee met twice in the year, considering contributions that it might make to the Society's programme and to seek to identify suitable projects.

Mrs J Balchin arranged a visit to the Brooking collection in Cranleigh where Charles Brooking gave a fascinating insight into how the collection started, and the many means by which he had

been able to save items from active demolition sites. An invitation to join the visit was made to the Institute of Historic Building Conservation and a number of their members attended. The planned visit to the wind-tunnel buildings at Farnborough has been delayed by changes in contacts.

The preparing of a framework for research and recording work of certain masonry structures is to be pursued, and grant of £250 was granted to the Friends of Woking Palace for documentary work.

Some cases of buildings at risk to neglect, loss or inappropriate change, were discussed as well as particular properties of interest.

## Library Committee

This has been another busy year in the library, which has seen a major increase in remote enquiries received by email, telephone, fax or letter. Statistics for these enquiries are now being recorded and are presented below.

The committee continues to be chaired by D Turner, to whom many thanks are due. The committee this year lost a long-standing and valued member in Miss E Myatt-Price, who resigned as from the AGM. One of our volunteers, Mrs P Panman also left this year after many years of valuable service.

The committee is also grateful for the contribution made by Mrs S Janaway and Mrs M Roberts who continue to provide invaluable assistance and by our remaining volunteers, Mrs M Williams, Ms J English, Miss A Bowey, G Brown, J Janaway and Dr and Mrs Christophers, whose contribution is essential to the running of the library.

Thanks to the work of R Williams and Miss A Bowey, the library once again opened its doors for Heritage Open Day. Displays were also taken to the Local History Symposium and to the Society's annual symposium.

During the year the Society's own archive was moved to Surrey History Centre, where Dr R Christophers continues his work to sort and catalogue the material. Mrs R Christophers has now completed the cataloguing of the pamphlet collection and continues with the books.

This year has been notable for several large donations of items such as excavation reports. The committee would like to thank the following donors for the generous gift of material to the library during the year. C Abdy, AOC Archaeology Group, K Atherton, Bourne Society, C Budgen, R J Calder, Compass Archaeology, Professor A Crocker, Croydon Natural History and Scientific Society, S Dyer, Ms J English, Flemish Ministry of Culture, Guildford Institute, T Howe, Dr G Lachelin, M Luke, Merton Historical Society, A K Moir, Miss A Monk, Museum of London Archaeology Service, J Pile, Roman Society, Southwark Council (C Constable), Surrey County Archaeological Unit, Thames Valley Archaeological Services, D Turner.

## Library Statistics

Some slight changes have been made to the statistics this year to provide a fuller picture of the work of the library

	2007/2008	2008/2009
Volumes added	167	282
Items added to Research Collection		332
Volumes withdrawn	1	409
Volumes bound	43	29
Number of loans	772	576
Items consulted from the Research Collection	175	206
Inter-library loans	4	1
Current contents users	4	4
Library visits by members	494 (approx)	383

Library visits by non-members	101	60
Remote research requests from non-members		12
Remote research requests from non-members		77

A project undertaken to identify books used for reference in the library showed that at least 383 books had been consulted during the year.

## Publications and Editorial Committee

The Committee has met four times during the year. We welcomed Mrs A McCormack to the Committee as the new editor of *Surrey History*. As volume VII of *Surrey History* is now complete the opportunity was taken to review printer and style. The next issue will be volume VIII, 2009 with colour on the cover but still in an A5 format.

Volume 94 of the *Collections* was published this year. Also seven issues of the *Bulletin* were published as well as volume VII number 5 of *Surrey History*. Volume 95 of the *Collections* is now in preparation but will not be published until the financial year 2010-11. The village study of Gomshall, Peaslake and Ewhurst is nearly ready for publication but to save costs will probably be published as a "print on demand" volume. Volumes on Old Woking, Cobham and Cranleigh are also making progress. A volume on the Surrey dendrochronology project by Mr R Wild is in preparation. *Hidden Depths* is showing a surplus and available for £2.50 for those buying boxes of 20 copies.

The digitization of the *Collections* project has progressed with the discovery that the University of Toronto has already digitized 27 volumes from volumes 3 to 55. They have agreed to digitize at their expense the remainder from volumes 1 to 66 now that we have provided them with copies. When these are ready they will be placed on the ADS website. Later volumes will wait until more finance is available and all questions of copyright have been resolved. Copyright payments identified so far will cost at least £370. Although Google have digitized several volumes they will not allow us to put them on the ADS website. PDFs of recent issues of the *Bulletin* have been placed on the Society's website.

Over the last year sales of publications have totalled £2058 (including £25 postage). This includes the sale of 31 copies of *Surrey History*. Net sales of £1170 were received from 326 copies of *Hidden Depths*.

The Committee thanks the editors for their hard work in maintaining the high standard of the Society's publications.

## South Park Moat Committee

As reported last year the owner of the moat, Mrs Fedoruk, has sadly died. Originally the Society had leased the moat from Mrs Fedoruk on the understanding that the site would, in due course, be left to the Society together with a legacy to help cover future maintenance costs. On that understanding the Society undertook a number of works, such as repairing the dam and sluices, providing a bridge and explanatory notice boards and opening the monument to visitors. Over the subsequent years many thousand members of the public visited the moat, fulfilling Mrs Fedoruk's wishes for the monument.

The Society was not informed that Mrs Fedoruk had died nor that South Park Farm, including the moat, had been sold and only found out because Society members noticed articles in the local press. Consequently we wrote several letters to Mrs Fedoruk's executors enquiring about the situation, only one of which received a reply. The Society then employed a solicitor who put an estoppel on the executor's application for probate. In the event it turned out that while the Society had been mentioned in early versions of Mrs Fedoruk's Will, she had signed a new Will shortly before her death in which the legacy to the Society was removed.

After protracted negotiations the executors accepted that the Society had a valid claim and settled for the sum of £40,000, which has been received. The Society has therefore formally

withdrawn from the site, which has reverted to the control of the new owners of South Park Farm and this is consequently the final report from the South Park Moat Committee. Mr D and Mrs A Graham and Mr D Attryde are warmly thanked for looking after the site over many years and Mr and Mrs Graham for successfully pursuing the legal claim.

### **Surrey Industrial History Group**

In April 2008 a small group of SIHG members were invited to record the pump house and water supply of the former Mickleham Downs House and a copy of their report was included in the July Newsletter. On 17th May ten SIHG members visited Reigate Fort, which was one of thirteen Mobilisation Centres built around the end of the nineteenth century.

The AGM was held on 12th July 2008 and after the formalities the 2008 Conservation Award was presented to The Charlotteville Jubilee Trust for the restoration of the Spike in Guildford.

In September we held a book launch for the publication *25 Years of Conservation Awards, 1983-2007* at the Woking History Centre. Mrs A Fraser, Chairman of Surrey County Council gave the welcoming address. The opportunity was also taken to present the 26th plaque to Mr J Redpath of the Spike, since at the AGM only a temporary plaque had been available to present. Since then a copy of the Conservation Awards publication have been given to all SIHG members.

The 33rd Series of Industrial Archaeology Lectures commenced on 30th September with a talk on lighthouse optics by Ms J Elton, Past-President of the Newcomen Society. Mr P Haworth gave the final lecture in the series "The Life of Donald Bailey and his Bridge" on 3rd March. Thirty-four people signed up for the lecture series and on average there were sixteen visitors to each talk. Unfortunately the Lecture on English Watches to be given by Mr D Thompson of the British Museum, due to be held on 4th February, had to be cancelled because of snow. However an additional lecture on the rebirth of the Welsh Highland Railway given by Mr R Higgs was held at Shalford village hall on 17th March.

A visit to Didcot Railway Centre was arranged for Sunday 26th October but although this was an interesting visit it was poorly attended.

In February a new home was finally found for the gantry crane which although the property of the Rural Life Centre SIHG had a duty to maintain. As the crane was in a poor state of repair instead of spending money on the crane SIHG gave £2000 to the museum to assist with the relocation of the crane to a private collection in East Anglia and the restoration of the site.

Membership of the group currently stands at 131: 108 Ordinary, 10 Associate, 8 Institutional, 4 Life members and 1 Overseas (Eight up on last year because of new members from the morning lectures at Leatherhead)

Finally thanks are due to members of SIHG and committee members who have supported the work of the group throughout the year.

### **Surrey Local History Committee**

The committee has held three events during the year.

The Summer Meeting was held in July with guided walks around Ripley and Send, including a visit to Send Manor House and Ripley Museum.

The Annual Symposium was held at Chertsey in October. The theme was *Surrey and the First World War* and the programme was planned to show both how Surrey communities coped on the 'Home Front' and also how they were affected by the aftermath of the war. The day was well supported and a good number of local history societies put on interesting displays with the Gravett Prize for the best display being won by Ewhurst History Society.

The Spring Meeting was held at the Surrey History Centre in March, on the theme of *Mental*

*Hospitals in Surrey.* This was also very popular and well attended.

Mrs J Balchin took over from Prof A Crocker as chairman in February.

## REPORTS FROM GROUPS OF THE SOCIETY

### Artefacts and Archives Research Group

Work on compiling a site database for Weston Wood, Albury is continuing with input for Site 2 about to be completed. Work will shortly commence on Site 1. The work is being carried out by Mrs M Broomfield and Mrs I Ellis.

Work at Ashted Roman Villa continues. The 2008 excavation finds processing presented a challenge due to the heavy rain. It was virtually impossible to dry the finds properly during the excavation. On completion the building material was transferred to The Granary and laid out to dry; the pottery, metals and bone were dried in a domestic airing cupboard. A very successful open day was held which included a display of finds on-site and visitors were able to discuss what had been found with Mrs I Ellis, Mrs S Fagg and Mrs J Hicks. A museum-style display of artefacts from the current excavation programme and from Mr A W G Lowther's 1920s dig was presented at the Ashted Common Estate office by Mrs M Broomfield. An information board was erected on-site and handouts were available for visitors. Fabric analysis of the ceramic building materials is continuing. This work has been greatly aided by the purchase of a long-arm microscope. Conservation work was commissioned and carried out on a copper-alloy cockerel found in 2008. The body and legs were seen to have white metal plating which extended onto the back of the neck. Surface EDXRF (energy dispersive X-ray fluorescence) analysis found the metal to be a quaternary alloy (copper, tin, lead and zinc). The work was carried by Ms J Jones at Durham University Conservation Services.

### Guildford Archaeology & Local History Group

The Group has continued its monthly programme of meetings from September through to June each year. The meetings alternate between public lectures held in the Guildford United Reformed Church hall, and members' evenings at Guildford Museum courtesy of Guildford Borough Council. The 2007/2008 programme concluded with a garden party in July 2008 hosted by Mr and Mrs C Anderson. It is not appropriate to list all the events, but the 2008/2009 programme of public lectures to March 2009 (which continues to June 2009) has included a variety of topics ranging from prehistoric warfare to 19th century 'railway mania' as it affected Guildford. Members' Evening talks have varied between English medieval towns and the buildings and landscapes of Sicily. At the AGM on 6th June 2009 Mrs H Anderson resigned as the member responsible for organising the Group's annual programme of lectures; the Group expressed its great appreciation for the time and effort Mrs Anderson has devoted to this task, and for her hospitality in hosting the annual garden party. A programme for 2009/2010 is being arranged by Miss A Monk.

### Plateau Group

Plateau has had a relatively quiet year in terms of fieldwork, with the Tattenham Way allotments (Banstead) excavation now finished. The group carried out several watching briefs, such as the Ramblers' Rest (Chipstead) – medieval pottery and Walton Heath reservoir – Palaeolithic and Neolithic flint. The Group had a number of summer evening excursions, and fortnightly discussion meetings continue in their usual erudite manner. The Christmas Dinner was a highlight of the year. Membership remains unchanged.

### Prehistoric Group

Members of the group continue to pursue a number of projects, some in cooperation with other groups of the Society. The Hascombe hillfort analytical survey has been completed and a report is in preparation. New survey projects are now under discussion. A Lithics Working Group has

been formed to work on reviewing and reassessing old museum collections as suggested in the Surrey Research Framework. In 2008 the AGM lecture by Mr J Cotton of the Museum of London was well received and we hope for more successful ventures in the future.

### **Roman Studies Group**

The Group continues to prosper, with well attended talks and visits, and many members active in fieldwork. Meetings included a lively discussion of the Group's future programme, resulting in the recognition of the need to find ways to involve more people in post-excavation work to support AARG, whose support for the Group's fieldwork activities is vital. It was also agreed that more emphasis must be placed on research into non-villa rural settlement, and there was some progress on this aspect during the year. A spin-off from Dr D Allen's much enjoyed talk about Roman glass is that Mr E Walker is arranging visits to glass-makers experimenting with its reproduction (including the opportunity to attend practical sessions). He is also making good progress with setting up a conference for 8th May 2010 at the Chertsey Hall on agriculture and food in Roman Britain.

The Ewell post-excavation programme continues to make good progress, led by Mr F Pemberton. It is very important that the results of work over many years should be properly published so that this site can be better understood. Members again provided assistance with the Hatch Furlong excavation. Location of the London-Winchester road remains a problem in Surrey, but an extensive magnetometer survey by Mr D Calow and Mr A Hall in the Flexford area has produced a clear plan of enclosures, tracks and other features, now proven to be of Roman date by test excavations. The Iron Age sub-group was combined with the one studying rural settlement, led by Mrs N Cowlard, as they are closely linked. Most activity at present is in the Abinger area where again magnetometer survey has proved to be very successful in amplifying our understanding of the setting for the villa. Gradual progress is being made towards publication of the earlier excavations at this site and further fieldwork is planned for the middle of 2009, linked in part to the Darwin anniversaries (as he personally recorded worm action on the Roman site in 1877). A Magnetometer survey by Mr D and Mrs A Graham produced impressive results at Chiddingfold, with evidence for enclosures thought to be earlier than the villa, and perhaps dating to the Iron Age, and at Lascombe by Mr D and Mrs A Graham and Mr E Walker. Thus considerable progress has been made with recording new evidence for Roman-period landscapes in the county.

The third season of fieldwork at Ashtead was successfully completed in spite of bad weather, especially in the second week. There is now enough evidence to begin to understand different phases at the site, and the steadily accumulating stratified finds will help to date these phases. It is also increasingly possible to gain a better understanding of the results of the earlier work carried out by Mr A W G Lowther and Mr A R Cotton. The most important aspects this year were the discovery that the large porch at the front of the villa did not exist, at least as suggested in the reports; that there was an early phase or phases in this area with a chalk floor, an apsed feature and two tile stub walls that suggest the presence of a furnace; that the ditch north of the villa had two main phases (whose sections are now recorded for the first time); and the rediscovery of an enclosure wall corner first recorded by Mr J Hampton. Finds included a small bronze cockerel, part of an open lamp, and two pots potogenically smashed *in situ*.

The work was well supported as always by the Estate Keepers, who also organised a series of site tours on one of the Heritage Open Days that were attended by over 200 people, and these and more had the opportunity to see finds and information on site and at the Estate Office thanks to the hard work of Mrs M Broomfield and AARG. A magnetometer survey in the spring of 2009 was less successful than it had been elsewhere (because of difficult ground conditions) but test excavations were able to increase knowledge of the extent of the enclosure wall to south and west. This will be pursued as part of the next main fieldwork season. As a result of a Group seminar, the timescale for the project will be extended, probably by two extra years to 2013. Scientific analysis of the tiles is under way, led by Dr I Betts with much support from AARG; encouraging results are already available, with clear evidence for supply to a number of London sites. The results of environmental analysis of the main clay pit by Professor M Waller of Kingston University also became available, with the earliest levels radiocarbon dated to between AD 60 and AD 240.

There were successful Group visits to Lullingstone and Dover with expert guides thanks to Mr C van der Lande, and others have already been arranged. Group membership has held up well and new members are being recruited. The Group relies greatly on the enthusiasm and efficiency of its chairman Dr D Bird and secretary Mr A Hall.

### **Medieval Studies Forum**

The Medieval Studies Forum held three full day meetings during the year and also a Study Day on Medieval Pottery, the last being led by Mr P Jones who provided a magnificent range of wares found in Surrey for hands-on examination by those attending. The three well-attended meetings took as their topics Surrey's Medieval Churches, a selection of Surrey's Medieval Towns and Saxon Surrey. Interaction and further research were stimulated by each of these meetings. Membership has continued to increase and at the end of the year stood at 67 members.

### **Villages Study Group**

Two workshops were held during the year, the first on Manorial Records and the second with sessions on Historic Maps and their digital manipulation and on Hearth Tax records. Both workshops were kindly supported by the Surrey History Centre as part of their outreach activities, not only by the provision of a room at Surrey History Centre and the keynote speakers on Manorial records and historic maps but also by the displays of relevant original documents held by the History Centre. Both of these workshops proved to be very popular. Work has continued on preparing the Gomshall, Peaslake and Ewhurst study and the Old Woking study for publication. Mr R and Mrs P Savage continued to act as convenors of the group throughout the year.

### **COMMITTEE MEMBERSHIP**

*Archaeological Research Committee:* P Harp (Chairman), Mrs P Hulse (Secretary), C Hayward (Treasurer), J Cotton, Ms I Ellis, Mrs A Gaitonde, C Hasler, T Howe, R Savage, Ms N Shaikhley, Mrs A and P Vallis, D Williams.

*Community Archaeology Committee:* K D Graham (Chairman), A Hall (Secretary), J Hampton, J M Rubra.

*Events Committee:* J M Boulton (Chairman), Mrs A Gaitonde (Secretary), Mrs P Bedwell, Miss E Corke (Lectures Officer), Professor A Crocker, Mrs M Korndorffer, Miss A Monk, E Walker, Mrs M Williams, R Williams, P Youngs.

*Finance Committee:* Miss A Monk (Chairman), A C Sargent (Honorary Treasurer), D Calow (Secretary), Dr D Bird, J Boulton, R Bryson, Professor A Crocker, Mrs A Graham, P Harp, Dr G Moss, A Norris, R Savage, D Turner.

*Grants and Special Projects Committee:* Mrs P Hulse (Chairman), Miss E Corke (Secretary), Mrs M Broomfield, J M Rubra.

*Historic Buildings Committee:* A Norris (Chairman), P Youngs (Secretary), Mrs J Balchin (Minute Secretary), R Greening, D M Higgins, Dr G Howard, R Savage, P Stevens, D Turner.

*Library Committee:* D Turner (Chairman), Mrs R Hughesdon (Secretary), Mrs J Balchin, Miss A Bowey, G Brown, Mrs C Garrard, P Harp, Mrs S Janaway, Mrs H Jeffery (Secretary), Miss E Myatt-Price, Mrs G Page, P Tarplee, Mrs M Williams, R Williams, P Youngs.

*Publications and Editorial Committee:* Dr G P Moss (Chairman), Mrs A C Graham (Joint Honorary Editor), Ms S Hill (Joint Honorary Editor), Mr J Pile (Joint Honorary Editor) Mrs R Hooker (Secretary), P Jones (Honorary *Bulletin* Editor), Mrs A McCormack (Honorary *Surrey History* Editor), Mrs G M Crocker, D J Turner, D W Williams.

*South Park Moat Committee:* K D Graham (Chairman), D Attryde, J Edwards (Surrey County Council).

*Surrey Local History Committee:* Professor A Crocker (Chairman *to February 2009*), Mrs J Balchin (Chairman *from February 2009*), Miss H Davies (Secretary), Mrs P Bedwell, Mrs G Crocker (Honorary *Surrey History* Editor), Mrs M Day, Mrs Hawes, Mrs A McCormack, Dr G Moss, Mr J Pooley, Mr P Stevens.

*Surrey Industrial History Group Committee:* Professor A G Crocker (President), R A Bryson (Chairman), A H Thomas (Secretary), R Turier (Treasurer), D Evans (*Newsletter* Editor and Membership Secretary), Mrs G M Crocker, A H Gregory, R A Johnson, H G Knowles, C R Mann, Dr G P Moss, A V Norris, J Spencer, P A Tarplee, Mrs P Taylor.

#### **REPRESENTATION at 31st March 2009**

Council for British Archaeology South East	Mrs R J Hooker, P Youngs
Council for British Archaeology London	D Calow
Standing Conference on London Archaeology	G P Moss
Standing Conference on Portable Antiquities	K D Graham
SCC Strategy Groups	D Calow, K D Graham, D J Turner
Southwark & Lambeth Archaeological Excavation	G P Moss
Reigate & Banstead Archaeological Committee	G P Moss, D J Turner, D W Williams
London Borough of Merton: Conservation Areas	D J Turner
Surrey Museums Consultative Committee	D Calow
Archaeological Curators Group	K D Graham
Woking Palace Consultative Council	R Savage
Surrey Hills Joint Advisory Committee	Mrs S Corke
Reigate Roman Kiln Trust	P Youngs

#### **Surrey Archaeological Society staff and working hours**

ADMINISTRATOR: Mrs Emma Coburn MA  
 Wednesday 9.45-12.45 13.15-16.15  
 Thursday 9.45 12.45 13.15-16.15  
 Friday 9.45-12.45 13.15-16.15

ASSISTANT LIBRARIAN: Mrs Hannah Jeffery MCLIP  
 Monday 9.45 -13.00:13.30-16.45  
 Tuesday 9.45-13.45\*  
 Wednesday 9.45 13.00-13.30-16.45  
 Saturday\*\* 9.30 -13.30

\* (All but Tuesday preceding 1st Saturday in each month)

\*\* (1st Saturday in the month or by appointment)

## HONORARY LOCAL SECRETARIES

Organising Secretary: C J W Taylor

### Elmbridge

*Esher, the Dittons,  
East & West  
Molesey*  
C J Odom  
19 Embercourt Road  
Thames Ditton, KT7 0LH

### *Cobham, Oxshott & Stoke D'Abernon*

D C Taylor  
Appleton  
4 Cedar Avenue  
Cobham, KT11 2AB

### *Walton & Weybridge* Vacancy

Epsom & Ewell  
Graham Brown  
49 Mortimer Crescent  
Worcester Park  
KT4 7QL

### Guildford

*Guildford & Shalford*  
Mr & Mrs R W Williams  
20 The Glebe  
Shalford Road  
Guildford, GU4 8BL

### *Albury & Shere* Vacancy

*Artington & Peasmarsh*  
D Calow  
14 Beech Lane  
Guildford  
GU2 4ES

*Chilworth & St Martha*  
A Norris  
Woodbury  
49 Dorking Road  
Chilworth  
Surrey, GU4 8NW

*Merrow, Burpham, Stoke &  
Stoughton*  
Vacancy

*Tongham, Puttenham &  
Wanborough*  
Vacancy  
*Ash, Pirbright, Normandy &  
Worplesdon*  
R Wild  
Frosbury Farmhouse  
Gravett's Lane  
Worplesdon  
Guildford, GU3 3JW

*Ockham, Ripley & Wisley*  
Mrs A Watson  
Well Cottage  
Hatchford End  
Cobham, KT11 1NA

*The Clandons, Effingham &  
The Horsleys*  
G F Stonehouse  
7 Parkside Close  
East Horsley, KT24 5BY

*Send*  
I Medhurst  
9 Sandfields  
Send, GU23 7AY

### Mole Valley

*Leatherhead & Ashted*  
A Hall  
24 Windfield  
Epsom Road  
Leatherhead  
Surrey, KT22 8UG

*Fetcham & the Bookhams*  
P Stanley  
11 Wallis Mews  
Guildford Road  
Leatherhead, KT22 9DQ

*Dorking, Brockham,  
Mickleham & Milton*  
Mrs V Ettliger  
Royden Cottage  
Cliftonville  
Dorking, RH4 2JF

& Vacancy

*Abinger & Wotton*  
Vacancy

*Betchworth, Buckland,  
Headley & Leigh*  
Mrs B. Higgins  
High Bank  
Mill Hill Lane  
Betchworth  
Surrey, RH3 7LS

*Capel, Holmwood & Ockley*  
Charles Van der Lande  
Folly Farm  
South Holmwood  
Dorking RH5 4NH

*Charlwood*  
Mrs J M Shelley  
4 Norwood Hill Road  
Charlwood, RH6 0ED

*Newdigate*  
Ms J Lilley  
Lance's Cottage  
Parkgate Road  
Newdigate, RH5 5DY

Reigate & Banstead  
*Reigate, Redhill, Merstham  
& Gatton*  
R L Ellaby  
47 Priory Drive  
Reigate, RH2 8AF

*Banstead, Woodmansterne,  
Chipstead, Kingswood &  
Walton*  
CJW Taylor  
14 The Chase  
Couldson  
Surrey CR5 2EG

*Horley*  
Ms R. Hooker  
59 Thornton Place  
Horley  
Surrey, RH6 8RZ

### Runnymede

*Chertsey, Addlestone,  
Ottershaw & Woodham*  
Mrs P McKenna  
21 Duffins Orchard  
Brox Road  
Ottershaw  
Surrey, KT16 0LP

*Egham & Thorpe*  
Vacancy

### Spelthorne

S P Dyer  
115 Raleigh Road  
Feltham  
Middx, TW13 4LW

### Surrey Heath

*Camberley & Frimley*  
P Stevens  
22 The Avenue  
Camberley, GU15 3NE

*Bagshot, Bisley, Chobham & Windlesham*  
Vacancy

### Tandridge

*Caterham, Chaldon, Warlingham & Woldingham*  
Mrs M Saaler  
69 Beechwood Road  
Caterham, CR3 6NB

*Bletchingley, Burstow & Nutfield*  
P F Finch  
3 Ridge Green  
South Nuffield  
Redhill, RH1 5RN

*Godstone, Horne & Tandridge*  
Miss S E Hartwell  
14 Bell Meadow  
Godstone  
Surrey, RH9 8ED

*Chelsham, Limpsfield, Oxted, Tatsfield & Titsey*  
C Hasler  
54 Park Road  
Oxted, RH8 OAW

*Lingfield, Crowhurst, & Feldbridge*  
Vacancy

### Waverley

*Farnham, Hale, Runfold, & Wrecclesham*  
K D Graham  
Stannard's View  
Frith End  
Bordon  
Hants. GU35 OQR

*Dockenfield, Elstead, Frensham, Thursley & Tilford*  
Mrs J H Wardle  
3 Charles Hill Cottages  
Farnham Road  
Elstead  
Godalming, GU8 6LE

*Haslemere, Hindhead & Churt*  
Rebecca Lambert  
2 Coachmans Cottage,  
Land of Nod,  
Grayshott Road,  
Headley, Down,  
Hampshire, GU35 8SJ

*Chiddingfold, Hambledon & Hascombe*  
Vacancy

*Milford, Witley & Peper Harow*  
Vacancy

*Godalming & Busbridge*  
Mrs S Janaway  
58 Coopers Rise  
Godalming, GU7 2NJ

*Binscombe, Farncombe & Compton*

Mr & Mrs J Whitbourn  
65 Binscombe Crescent  
Binscombe  
Godalming  
Surrey, GU7 3RA

*Alfold, Cranleigh, Dunsfold & Ewhurst*  
Ms J English  
Flat 1  
2 Rowland Road  
Cranleigh, GU6 8SW

*Bramley, Wonersh & Shamley Green*  
M. Borrell  
18 Blackheath Grove  
Wonersh  
Guildford, GU5 0PU

**Woking**  
R & P Savage  
Burford House  
Hockering Rd  
Woking  
GU22 7H

## LONDON BOROUGHs:

### Croydon

*Croydon & Norbury*  
J Davison  
8 Brantwood Road  
South Croydon, CR2 0ND

*Coulsdon, Purley, Sanderstead & Farleigh*  
Ms E Walder  
2 Riding Hill  
Sanderstead, CR2 9LN

### Kingston upon Thames

Vacancy

**Lambeth & Southwark**  
Dr G J Dawson  
40 Station Road  
Orpington  
Kent, BR6 0SA

Merton  
N Plastow  
Far House  
Hillside, SW19 4NL

### Richmond upon Thames

Vacancy

### Sutton

*Sutton & Cheam*  
Vacancy

*Beddington, Wallington & Carshalton*  
J R Phillips  
Flat 5  
31 Camden Road  
Sutton, SM1 2SH

### Wandsworth

N Fuentes  
7 Coalecroft Rd,  
SW15 6LW

**SURREY ARCHAEOLOGICAL SOCIETY**  
 A Company Limited by Guarantee  
**REPORT OF THE DIRECTORS**  
**FOR THE YEAR ENDED 31ST MARCH 2009**

**Principal Activities**

The principal activities of the Society during the year were as set out in the Annual Report of the Council.

**Directors**

The following served as directors during the year:-

K D Graham, Miss A J Monk, A G Crocker, R F Muir, the Viscountess Hanworth, D J Turner, G P Moss, Mrs A C Graham, P A Tarplee, Ms J English, Mrs G M Crocker, A C Sargent, Prof. E C Fernie, Dr D G Bird, P E Youngs, J F Cotton, D Calow, Ms S Hill, J S Pile, Mrs R F Hughesdon, P M Jones, A M Jackson, A J Bott, G C Brown, Ms T J Cole, Mrs R J Hooker, Mrs R Hunter, Mrs P F Readings, Mrs A M Gaitonde, Mrs J A Hicks, J G E Price, J M Rubra, R W Williams, Mrs J M Balchin, Miss E L Corke, P Harp, A V Norris, R W Savage, J M Boulton, Mrs N A Cowlard, A R Hall, Mrs P A Hulse, C J W Taylor, M Brace, Mrs M E Broomfield, R A Bryson, J Spencer, C J van der Lande and D W Williams.

On 9th May 2008 Mrs P F Readings resigned as a director. At the AGM on 29th November 2008 Mrs M E Broomfield, J Spencer and C J van der Lande were appointed as further directors and A M Jackson resigned, and A J Bott, G C Brown, Miss T J Cole, Mrs R J Hooker and Mrs R E Hunter resigned as directors on the termination of their four year term of office. On the 13th March 2009 D W Williams was re co-opted as a director for a one year term. On 31st March 2009 the Viscountess Hanworth resigned as a director.

**Investment Strategy**

As the Society is dependent upon its income from invested securities to supplement the subscriptions from members in order to maintain its charitable and general activities, the investment strategy seeks diversification to secure the required level of return without undue risk whilst enhancing where possible the capital growth of the portfolio. The investment strategy will continue to be subject to constant review with our investment managers.

**Reserves Policy**

The Society is almost totally dependent on its own income from subscriptions, investments, deposits etc. to fund its core activities to which are added limited external grants when available. Its capital funds therefore need to be maintained and its expenditure year on year geared to available sources of income.

**Risk Assessment**

The Society's Council has adopted a risk assessment policy which seeks to identify the major risks to which the Society may be subject and which might affect the Society's ability to adequately achieve its objectives. Policies, procedures and systems to mitigate identified risks so far as is practical are in place to cover both business and financial risks, in particular to maintain membership, to ensure research and to monitor the activities of members engaged in the Society's activities.

**Statement of Directors'/Trustees' Responsibilities**

Law applicable to charities in England & Wales requires the directors/trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the directors/trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements and;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors/trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Acts. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditors and Examiner**

M G Beattie & Co Limited, have indicated their willingness to act for the Society as Auditors and a resolution will be proposed at the next Annual General Meeting for their reappointment.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

**BY ORDER OF THE BOARD**  
D Calow, Company Secretary

16th October 2009

**Report of the Independent Auditors  
To the Members of Surrey Archaeological Society  
A Company Limited by Guarantee**

We have audited the financial statements of Surrey Archaeological Society for the year ended 31st March 2009 set out on pages 21 to 27, which comprise the Statement of Financial Activities, Summary Income and Expenditure Account, the Balance Sheet and related notes. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, effective January 2007, under the historical cost convention, as modified by the revaluation of listed investments and the accounting policies set out therein.

**Respective responsibilities of trustees and auditors**

The trustees, who are also the directors of Surrey Archaeological Society for the purposes of company law, have responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards which are set out in the Statement of Trustees' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Trustees' Annual Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

**Basis of audit opinion**

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the charitable company's affairs at 31st March 2009 and of its incoming resources and application of resources, including its income and expenditure for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

M G BEATTIE & CO LIMITED  
REGISTERED AUDITORS &  
CHARTERED ACCOUNTANTS

21st October 2009

6 Main Avenue  
Moor Park  
Northwood  
Middlesex, HA6 2HJ

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31st MARCH 2009**

	<i>Notes</i>	<i>2009</i>		<i>2008</i>	
		£	£	£	£
INCOME FROM FIXED ASSET INVESTMENTS	2		57,327		57,986
OTHER OPERATING INCOME	3		26,663		62,143
			<u>83,990</u>		<u>120,129</u>
Operating expenses		89,728		110,858	
Publication expenses		13,486		10,981	
			<u>103,214</u>		<u>121,839</u>
OPERATING (DEFICIT)	4		(19,224)		(1,710)
Interest receivable			<u>28,955</u>		<u>28,431</u>
			9,731		26,721
EXTRAORDINARY RECEIPTS					
Compensation ex South Park			40,000		
Grants written back		7,858	47,858	—	—
NET SURPLUS FOR THE YEAR BEFORE INVESTMENT ASSET DISPOSALS			57,589		26,721
Net Realised (Losses) on investment asset disposals			(100,649)		(5,213)
TOTAL NET (DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR			<u>(43,060)</u>		<u>21,508</u>

The notes form part of these financial statements

**SURREY ARCHAEOLOGICAL SOCIETY**  
A Company Limited by Guarantee  
**BALANCE SHEET AS AT 31st MARCH 2009**

	<i>Notes</i>	<i>2009</i>		<i>2008</i>	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	6		19,896		21,836
Investments at market value			<u>1,500,228</u>		<u>1,695,893</u>
			1,520,124		1,717,729
<b>CURRENT ASSETS</b>					
Debtors	7	55,014		18,548	
Cash at bank and in hand		<u>73,802</u>		<u>125,420</u>	
		128,816		143,968	
<b>CREDITORS: Amounts falling due   within one year</b>	8			<u>76,370</u>	
<b>NET CURRENT ASSETS</b>			<u>60,820</u>		<u>67,598</u>
<b>NET ASSETS</b>			<u><u>1,580,944</u></u>		<u><u>1,785,327</u></u>
<b>CAPITAL AND RESERVES</b>	9				
Opening balance			1,785,327		1,923,737
(Deficit)/Surplus for the year			(43,060)		21,508
Net unrealised (Losses) on investments			(161,323)		(159,918)
			<u><u>1,580,944</u></u>		<u><u>1,785,327</u></u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2007).

Approved by the Council on 16th October 2009

K D Graham, President

A C Sargent, Honorary Treasurer

The notes form part of these financial statements.

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED  
31st MARCH 2009**

	2009 £	2008 £
<b>Resources arising</b>		
Investment income	57,327	57,986
Subscriptions and recoveries	22,442	22,917
Receipts from sale of publications	2,058	1,198
Other income (net)	2,163	8,595
Interest	28,955	28,431
Grants received	-	29,433
Extraordinary receipts	47,858	-
	<u>160,803</u>	<u>148,560</u>
Total resources arising in year		
<b>Resources used</b>		
<b>Direct charitable expenditure</b>		
Functional costs	47,851	69,567
Publications	13,486	10,981
	<u>61,337</u>	<u>80,548</u>
<b>Other expenditure</b>		
Operating	41,877	41,291
	<u>103,214</u>	<u>121,839</u>
Total resources used in the year		
<b>Changes in resources before transfers and valuations</b>	57,589	26,721
<b>Other recognised (Losses) during the year</b>		
Net Realised (Losses) on sales of investments	(100,649)	(5,213)
Net Unrealised (Losses) on Investment Valuations	(161,323)	(159,918)
	<u>(261,972)</u>	<u>(165,131)</u>
<b>Net movement of resources in the year</b>	<u>(204,383)</u>	<u>(138,410)</u>
Reconciliation of Funds:		
	£	£
Balance brought forward at 1st April 2008	1,785,327	1,923,737
Movement in year:-		
used in year	(204,383)	(138,410)
	<u>1,580,944</u>	<u>1,785,327</u>
<b>Represented by:-</b>		
Tangible fixed assets	19,896	21,836
Investments	1,500,228	1,695,893
Current Assets	128,816	143,968
Current Liabilities	(67,996)	(76,370)
	<u>1,580,944</u>	<u>1,785,327</u>
Total net assets at 31st March 2009		

**SURREY ARCHAEOLOGICAL SOCIETY**  
**A Company Limited by Guarantee**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2009**

**NOTE 1****ACCOUNTING POLICIES**

- a) The accounts have been prepared under the historical cost convention as modified by the revaluation of listed investments which are incorporated at market value each year.
- b) Exemption has been taken from preparing a cash flow statement (Financial Reporting Statement Number 1) on the grounds that the company qualifies as a small company.
- c) In accordance with previous practice, the balance sheet does not take account of the Society's exhibits and collections, and no depreciation is charged thereon.
- d) No depreciation is charged in respect of the Society's research material, maps and prints. Other tangible assets have been depreciated at rates calculated to write them off over their useful lives as follows:  
 Excavation and office equipment – 25% on reducing balance  
 Computer equipment – 25% on straight line
- e) These accounts do not recognise any value in respect of publications held for resale. Proceeds thereon are taken to credit as received.
- f) No provision for taxation arises on any surplus realised due to the Society's charitable status. Gift Aid is recognised as received.

**NOTE 2****INCOME FROM FIXED ASSET INVESTMENTS**

This represents income excluding interest received from the Society's investments as managed by HSBC Global Asset Management.

**NOTE 3****OTHER OPERATING INCOME**

This is comprised of the following items:-

	<i>2009</i>	<i>2009</i>
	£	£
Grants received	—	29,433
Subscriptions and Recoveries	22,442	22,917
Receipts from sales of publications	2,058	1,198
Donations and sundry incomes	1,052	1,153
Administration Recoveries	1,750	3,580
Lectures, Symposia and Events	2,520	1,325
Guildford Group surplus	179	20
Surrey Industrial History Group (deficit)/surplus	(3,544)	2,135
Plateau Group (deficit)/surplus	(25)	215
Surrey Roman Studies Group surplus	231	167
	<u>26,663</u>	<u>62,143</u>

**NOTE 4****OPERATING SURPLUS**

The operating (deficit) is stated after charging:-

	<i>2009</i>	<i>2008</i>
	£	£
Auditors remuneration	6,750	6,750
Depreciation	<u>2,098</u>	<u>4,826</u>

**SURREY ARCHAEOLOGICAL SOCIETY**  
A Company Limited by Guarantee  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2009**  
(Continued)

**NOTE 5****EMPLOYEE INFORMATION**

	2009	2008
	£	£
Staff Costs	20,808	18,730
Social Security Costs	576	459
	<u>21,384</u>	<u>19,189</u>

The average number of persons employed by the Society during the year were:

Direct Charitable	1	1
Administration	2	2
Council Members	42	41
	<u>45</u>	<u>44</u>

The Council members receive no remuneration for their services. Fees, travelling and other operating expenses incurred by and reimbursed to the Council members amounted to £5,700.

**NOTE 6****TANGIBLE ASSETS**

	<i>Research Material Maps and Prints</i>	<i>Excavation Equipment</i>	<i>Other Equipment</i>	<i>Computer Equipment</i>	2008
<b>Cost</b>	£	£	£	£	£
At 1st April 2008	13,783	9,095	15,527	9,289	47,694
Additions	—	158	—	—	158
	<u>13,783</u>	<u>9,253</u>	<u>15,527</u>	<u>9,289</u>	<u>47,852</u>
<b>At 31st March 2009</b>	<u>13,783</u>	<u>9,253</u>	<u>15,527</u>	<u>9,289</u>	<u>47,852</u>
<b>Depreciation</b>					
At 1st April 2008	Nil	3,185	13,930	8,743	25,858
Charges for the year	—	1,517	399	182	2,098
	<u>Nil</u>	<u>4,702</u>	<u>14,329</u>	<u>8,925</u>	<u>27,956</u>
<b>At 31st March 2009</b>	<u>Nil</u>	<u>4,702</u>	<u>14,329</u>	<u>8,925</u>	<u>27,956</u>
<b>Net Book Value</b>					
At 31st March 2009	13,783	4,551	1,198	364	19,896
At 31st March 2008	13,783	5,910	1,597	546	21,836

**RESEARCH MATERIAL, MAPS AND PRINTS**

The value of the Society's research material, maps and prints has been retained in the balance sheet at the revaluation figure established in 1968, plus subsequent additions at cost. On the basis of a revaluation undertaken by members of the Society who were experts in their own particular fields, it is considered that the current value is in excess of £220,000.

**SURREY ARCHAEOLOGICAL SOCIETY**  
A Company Limited by Guarantee  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2009**  
(Continued)

**NOTE 7****DEBTORS**

	<i>2009</i>	<i>2008</i>
	£	£
Investment Income	6,077	7,393
Other debtors	789	3,033
Prepayments	8,148	8,122
Compensation ex. South Park	40,000	—
	<u>55,014</u>	<u>18,548</u>

**NOTE 8****CREDITORS**

Amounts falling due within one year

	<i>2009</i>	<i>2008</i>
	£	£
Advance Grants received	12,437	22,000
Subscriptions received in advance	1,125	2,076
Grants	15,012	16,961
Collections and publications	13,000	12,250
Other creditors and accruals	26,422	23,083
	<u>67,996</u>	<u>76,370</u>

**NOTE 9****MOVEMENTS IN CAPITAL AND RESERVES**

	<i>Bal @ 01/04/08</i>	<i>(Deficit)/ Surplus</i>	<i>Extraordinary Receipts</i>	<i>Investment (Losses)</i>	<i>Total 31/03/09</i>
	£	£	£	£	£
Surrey Archaeological Society	1,749,268	12,990	47,858	(261,972)	1,548,044
Group funds incorporated: -					
Surrey Industrial History Group	30,807	(3,544)	—	—	27,263
Haslemere Group	1,495	—	—	—	1,495
Guildford Group	706	179	—	—	885
Plateau Group	2,411	(25)	—	—	2,386
Surrey Roman Studies Group	640	231	—	—	871
Total	<u>1,785,327</u>	<u>9,731</u>	<u>47,858</u>	<u>(261,972)</u>	<u>1,580,944</u>

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2009**  
(Continued)

*NOTE 10*

**COMMITMENTS AND CONTINGENT LIABILITIES**

*Capital Commitments*

The Society had no material capital commitments at 31st March 2009.

*Contingent Liabilities*

The Society had no other material contingent liabilities at 31st March 2009 which have not been provided in these accounts.

*NOTE 11*

**MEMBERS' GUARANTEE**

At 31st March 2009, the Company had 890 members (2008: 881). The Company is limited by guarantee of its members, each member bearing a maximum liability of one pound. A register of its members is available for inspection at the registered office.

**SURREY ARCHAEOLOGICAL SOCIETY**  
A Company Limited by Guarantee  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31st MARCH 2009**

	2009		2008	
	£	£	£	£
<b>INCOME</b>				
Subscriptions and Recoveries		22,442		22,917
Sale of publications		2,058		1,198
Entrance fees, donations and sundry incomes		1,052		1,153
Administration Recoveries		1,750		3,580
Annual Events Net (Appendix 2)		2,520		1,325
Groups' (deficit)/surplus		(3,159)		2,537
Grants Received		—		29,433
		26,663		62,143
Investment income		57,327		57,986
Interest		28,955		28,431
		112,945		148,560
<b>EXPENDITURE</b>				
Salaries and professional expenses:-				
Library	12,786		11,279	
Administration	12,597		12,964	
	25,383		24,243	
Library	5,610		5,674	
Office expenses	556		747	
Premises and storage	12,551		8,857	
Insurance	3,589		3,451	
Printing, stationery and postage	2,834		3,038	
Committee expenses	935		843	
Subscriptions to allied societies	665		644	
Miscellaneous	928		1,721	
South Park	100		312	
Audit Fees	6,750		6,750	
Investment Fees	4,277		5,610	
Community Archaeology	2,000		2,000	
Conservation Expenses	1,250		—	
Computer and Website	3,492		5,237	
Publicity	1,497		1,329	
Trustee Indemnity	1,006		1,173	
Legal Fees	2,298		—	
	50,338		47,386	
Excavation	2,159		671	
Grants Paid (Appendix I)	9,750		33,732	
Publications	13,486		10,981	
Depreciation	2,098		4,826	
		103,214		121,839
Surplus before extraordinary receipts and investment asset disposals		9,731		26,721

This page does not form part of the statutory financial statements

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31st MARCH 2009**

**APPENDIX 1****Society Grants Paid and/or Approved:**

Woking Palace Archaeological Project 2009	£ 6,000
Hascombe Pottery Report	1,500
Friends of Woking Palace	250
SCAU: Education Officer	500
Hatch Furlong: Birkbeck College	1,500
	9,750

**APPENDIX 2****Annual Events**

	Receipts	Payments	Surplus/(Deficit)
	£	£	£
Annual Lecture 2008	1,573	623	950
SARF Conference	294	213	81
SLHC: Autumn	1,024	729	295
ARC Symposium	988	446	542
Village Studies	455	127	328
Medieval Studies Forum	1,151	827	324
	5,485	2,965	2,520

This page does not form part of the statutory financial statements

## NOTICES

All subscriptions are for the **financial** year and are due on **April 1st**. Ordinary members: £25.00; associate members (relatives of members living at the same address): £2.00; student members (between 21 and 26): £12.50; junior members (between 16 and 20): £6.00; junior members living at the same address as a member: free. Institutional members (UK): £30.00; Institutional members (Overseas): £40.00. Cheques should be made payable to 'Surrey Archaeological Society'.

**Membership:** The Hon. Secretary urgently requests members to inform them at once of any changes of address, as failure to do this may result in members not receiving the publications and circulars to which they are entitled. Members should also inform the Hon Secretary in advance of their intention to resign and also if they learn of the death of any member. Application forms for membership of the Society may be obtained from the Secretary at Castle Arch.

**Membership List:** In order to reduce costs, the list of members is not being printed in the Annual Report. An up-to-date copy of the list can be supplied to members, but a charge of £2.50 per copy (including postage) will be made in order to cover office costs. The list will continue to be available for inspection by members at the Society's office at Castle Arch, without charge.

**Gifts,** when relevant to the work of the Society, will be gratefully accepted by the Council; it may not however be in a position to accept all offers. The chief categories of acceptable gifts are: printed books and pamphlets relating to Surrey or standard archaeological works (list of particular *desiderata* are published from time to time); maps, prints, original drawings and other graphic matter relating to Surrey and areas immediately adjacent; MS material relating to Surrey and embodying the results of original research (for example, collections made for parish histories); archaeological finds or other objects bearing on the history of Surrey (these should be in every case accompanied by full particulars regarding the place of origin, and date and circumstances of discovery); furniture or other equipment suitable for use in the Library, Stock Rooms or the Society's Office.

**Contributions for Publications:** The Honorary Editors will be glad to consider articles, notes and reports for publication either in the *Collections* or in a *Research Volume*. Consultation at an early stage in preparation is advisable, so that drawings and other illustrations may be prepared to suit the page size of the appropriate series. A leaflet of instructions for contributors is available.

**Excavations and Community Archaeology Projects:** Members who wish to assist should respond to the notices in the *Bulletin*. A wide variety of skills is required, including surveying, drawing, washing finds, etc., as well as help for the hard work of digging, building recording and documentary research. Members should enquire in advance whether any special equipment is needed, but should, in any case, always bring a pointing trowel.

**Surrey Local History Committee:** The annual volume of *Surrey History* is available from local history societies and booksellers. Societies interested in further details of the Committee should contact the Honorary Secretary, Surrey Archaeological Society, Castle Arch.

**The Surrey Record Society** was founded in 1913 for the sole purpose of publishing editions of Surrey records. Members who use these publications in the course of their historical or archaeological researches are asked to assist the work of the sister society by becoming members. The subscription is £5 per year. Further details may be obtained from the Hon Secretary, c/o Surrey History Centre, 130 Goldsworth Road, Woking, GU21 6ND.

**Archives:** The County Archivist, Surrey History Centre, 130 Goldsworth Road, Woking, GU21 6ND welcomes information about records relating to Surrey, including manorial documents, estate and other accounts, title deeds, maps and plans, letters, family and business records, and is pleased to accept them from owners or custodians, either as gifts or on deposit.

**All communications** should be addressed to the appropriate officer of the Society at Castle Arch, Guildford GU1 3SX

Email: [info@surreyarchaeology.org.uk](mailto:info@surreyarchaeology.org.uk)

web: [www.surreyarchaeology.org.uk](http://www.surreyarchaeology.org.uk)



