



SURREY ARCHAEOLOGICAL SOCIETY



Ashtead Roman tile kiln: Heritage Open Day 2010 at the Roman tile kiln on Ashtead Common excavated by the Society (photograph by David Graham)

**ANNUAL REPORT
2009-2010**

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

COUNCIL AND BOARD OF DIRECTORS

President: K D Graham, FSA

Past Presidents:

D J Turner, BSc, FSA, FSA Scot
R F Muir

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

Vice-Presidents:

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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: vacant

Elected Members:

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

Retire 2013: C Hayward, Mrs R Hooker, Dr G Lachelin, T Wilcock, D W Williams

Honorary Vice-Presidents:

the Viscountess Hanworth, DL, FSA (Past President)

R D Shepherd, OBE

S S Frere, CBE, MA, DLitt, FBA

F W Holling, FSA

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Miss J M Carter

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E E Harrison, MA, FSA

D F Renn, CBE, PhD, FIA, FSS, FSA

Mrs G M Harvey, BA, MCLIP

J N Hampton, OBE, FSA

D C H Combe

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

AUDITORS:

M G Beattie & Co Limited

6 Main Avenue, Moor Park, Northwood HA6 2HJ

INVESTMENT MANAGERS:

Charles Stanley & Co. Ltd., 70-72 Chertsey Street, Guildford, GU1 4HL.

SURREY ARCHAEOLOGICAL SOCIETY

ANNUAL REPORT 2009-2010

This is the 155th Annual Report of the Surrey Archaeological Society and the 36th Annual Report of the Board of Directors of the Incorporated Surrey Archaeological Society. The objective of the Society is to promote the study of the archaeology, pre-history and history of the County of Surrey as defined by the 1854 boundaries and subsequent enlargements. The report and accounts are for the period 1 April 2009 to 31 March 2010.

GENERAL

The Annual General Meeting was held on 22 November 2009 at Farnham Castle. Mr K D Graham was re-elected as President for a fourth year and the Honorary Vice-Presidents, Vice-Presidents and Honorary Officers were re-elected with the exception of the Viscountess Hanworth who had retired as Vice-President and was elected Honorary Vice-President.

The following members of the Society were elected as ordinary members of Council to retire in 2013: Mr C Hayward, Mrs R Hooker, Dr G Lachelin, Mr T Wilcock and Mr D W Williams. The retiring members of Council, Mrs A M Gaitonde, Mrs J A Hicks, Mr J G Price, Mr J M Rubra and Mr R W Williams 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.

The President, Mr K D Graham, gave a conducted tour and thanked the Centre for International Briefing for allowing the Society to hold its AGM in the castle and Mrs P Heather for helping with arrangements.

The Management Committee met four times during the year.

The future of the Society's accommodation has not yet been fully resolved although Guildford Borough Council officers have re-confirmed their intention to complete negotiations with the Society for a new lease on acceptable terms. The Society has invested in Heritage, a library management system, and has upgraded its computer facilities.

The prestige lecture by Ptolemy Dean at the Menuhin Hall in June and the Annual Lecture series were well received. The Local History Symposium in October was excellent and the Archaeology Symposium in February was enjoyed by all who attended. The Margary Award was won by Epsom and Ewell Historical and Archaeological Society.

The Society has further increased its archaeological activity. The Woking Palace excavation was a great success and is reported below. Excavations at Ashtead and Abinger Roman Villas and at Flexford made new discoveries about Roman Surrey.

The Surrey Dendrochronology Project is in its sixth year. The project is jointly funded by the Society and the Domestic Buildings Research Group and is supported by lottery funding. The Society gave a grant to support the digitisation of Surrey Tithe maps and Society members are playing a key role in transcribing the apportionments.

The Society maintains links with many local and regional bodies. Meetings with Surrey County Council help keep 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.

The Council decided subscription fees would not be increased in 2010

The Society's investment portfolio was transferred during the year from HSBC Global Asset Management to Charles Stanley & Co Ltd.

The members of staff at Castle Arch have long been one of the strengths of the Society. Mrs E Coburn joined as Administrator in November and she, Mrs H Jeffery, Mrs S Janaway and Mrs M Roberts are thanked 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 a professional and friendly approach. Although many people give their time particular mention should be made of Mr A Hall, Mrs N Cowlard and Mrs R Hooker for their work with excavations, committees and other projects. Mr C Taylor has continued his support for the Local Secretaries who are an important part of the Society and their help with keeping members up to date is appreciated.

On 31 March 2010, the membership was (31 March 2009 figures in brackets); 7(9) honorary; 6(6) life; 630(626) ordinary; 59(69) associate; 34(24) junior; 10(12) student and 136(144) institutional; total 882(890).

It is with great sadness that the death of the following members is recorded: Mr P R Billingham, Miss E C (Lyn) Clark, Mr R C Gill, Dr J L Gower, Mr G E Howard, Mr A C King, Mr L J Landis, Mrs P C Nicolaysen, Mrs B Slatford, Mr J R Turner and Mr A R Wynter-Bee.

FINANCE

The Society's Accounts for the year to 31st March 2010 are set out in the final section of this report and disclose an overall operating deficit on the activities of the year. The difficult general economic circumstances which prevailed during the year and adjustments to the portfolio resulted in reductions in budgeted dividend income and this, coupled with the substantially reduced interest rates available, severely restricted the income stream.

However, the improvements experienced in the stock market resulted in value of the Society's investments as shown on the balance sheet rising by 19% to £1,784,510 over the year after also taking account of the investment of other funds. The realignment of the portfolio produced realised gains of £97,501 and there were further unrealised gains of £152,358 which together effectively recovered the losses of the previous 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 necessary to sustain core activities.

In the course of the year, responsibility for the management of investment portfolio was transferred from HSBC Global Asset Management (UK) Ltd to Charles Stanley & Co Ltd. A major part of the original holdings were disposed of in the year or shortly thereafter and the portfolio reassessed in the light of perceived requirements.

Financed in part from the compensation receipt in the previous year, the Society's library and general administration computers systems were updated at a cost of £19,968. This program is scheduled to continue into the current year.

The subscription income was again supplemented by gift aid recoveries in the year. There was a decrease in receipts from publications as the previous year's receipts were increased by active additional disposal of surplus stock.

As set out above and forecast in the previous report, income from all sources was reduced. In most cases administration expenditure was contained within budgeted figures, with increases in line with inflation, although provision has been made for potential additional costs in respect of premises following the expiry of the previous lease. Publication expenditure includes the *Bulletin* and the cost of *Surrey History* consequent upon our arrangements with the previous Surrey History Council. The investment fees incurred are in respect of Ltd amounts charged directly by HSBC Global Asset Management and Charles Stanley & Co Ltd in dealing with the Society's portfolio.

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

REPORTS FROM COMMITTEES OF THE SOCIETY

Events Committee

The Spring Lecture Series on Surrey Royal Castles and Palaces was held at the Letherhead Institute and attracted an average audience of 35, in spite of being on Monday evenings and having to avoid the Bank Holidays. Mr R Poulton spoke on *Oatlands Palace and the emergence of the Tudor country house*; Mrs M Alexander on *Guildford Castle: Scenes from Palace Life*; Mr J Harte on *The Royal Landscape of Nonsuch Park*; Ms L Worsley on *Hampton Court: Henry VIII's palace in Henry VIII's 500th anniversary year* and Mr R Savage on *Six hundred years beside the Wey - the Royal Manor and Palace of Woking*.

The third annual Menuhin Hall lecture was held on Friday, 5 June 2009 at the School in Stoke D'Abernon. Ptolemy Dean, restoration architect and artist, spoke on *The Repair and Uplifting Renewal of Historic Buildings*, with examples from Surrey. He cited his work for the National Trust in Surrey which included the design of the ticket office at Clandon Park, garden furniture at Claremont and refurbishment of the tower of Farnham Parish Church. Finally he outlined his ideas for changes to Kingston Parish Church which may or may not please everyone.

The Menuhin Hall is a superb venue and we are grateful to the staff for their help in making it a most enjoyable evening for the 140 friends and guests. Our thanks also go to HSBC for their sponsorship thereby keeping our costs to a minimum.

The Committee supported the Medieval Studies Forum at the SRF Conference on 10th October. The Society now has a lightweight display board which can be easily transported to support the Society at external events. We are most grateful to our new member, Mrs M Korndorffer, for setting it up. It will be kept at Castle Arch and borrowers are asked to keep it up to date and return it after use. The Committee is also grateful to the Surrey Industrial History Group for the permanent loan of a portable public address system which is available for Society use.

Historic Buildings Committee

The committee met once in the year to consider possible events and research.

The need to improve awareness of the varying types of stone used in the county and preparation of a framework for research and recording work of certain masonry structures has led to a Society grant being provided for measured and photographic recording of the medieval under-croft in Guildford. This will provide a training opportunity for members.

A further grant of up to £1500 was granted for the dendrochronology project for additional research work, of which only some £250 is now likely to be needed.

Some cases of buildings at risk to neglect, loss or inappropriate change, were discussed as well as particular properties of interest. Discussion and action on these continues between meetings.

Library Committee

The major news from the Library this year is the replacement of the old library system with Heritage, which should enable much simpler & more effective searching of the library catalogue.

During the year Mrs S Janaway resigned from the Library Committee in anticipation of her semi retirement. Mrs M Roberts also retired from her paid position. Our thanks go to both of them for all their work in and for the Library – their expertise was considerable and will be missed. In their place we have welcomed Mrs E Coburn who helps with library matters on Thursday and Friday. We are also grateful for the contribution of our volunteers, Mrs M Williams, Ms J English,

Miss A Bowey, Mr G Brown, Mr J Janaway and Dr and Mrs Christophers. Particular thanks go to our cataloguers, Mr J Janaway and Dr and Mrs Christophers, for the efforts they have put in to learning the Heritage system.

Thanks to the work of Mr 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 Archaeology Symposium.

The use made of the library has increased again this year, with visits up, loans up and a huge increase in the use made of our research material. This is sustained by the hard work of the Assistant Librarian and, in her absence, by Mrs E Coburn.

The Committee would like to thank the following donors for the generous gift of material to the library during the year. Mrs M Alexander, Archaeology South-East, Mr A Bott, Mr D Calow, Mrs M Dierden, Ms J English, Flemish Ministry of Culture, Mr G Gower, Mr P Hattersley, Mr D Hewett, Mrs R Hooker, Mr T Howe, Leatherhead and District Local History Society, Mr D Markham, Merton Historical Society, Mr A K Moir, Museum of London Archaeology, Mr F Pemberton, Ms S Richard, Richmond Local Studies Library, Society of Antiquaries, Mr P C Sowan, Thames Valley Archaeological Services, Mr D Turner, Wessex Archaeology.

Library Statistics

| | 2008/2009 | 2009/2010 |
|--|-----------|-----------|
| Volumes added | 282 | 122 |
| Items added to Research Collection | 332 | 168 |
| Volumes withdrawn | 409 | 2 |
| Volumes bound | 29 | 50 |
| Number of loans | 576 | 594 |
| Items consulted from the Research Collection | 206 | 314 |
| Inter-library loans | 1 | 5 |
| Current contents users | 4 | 3 |
| Library visits by members | 383 | 400 |
| Library visits by non-members | 60 | 112 |
| Remote research requests from members | 12 | 31 |
| Remote research requests from non-members | 77 | 61 |

Publications and Editorial Committee

The Committee met three times during the year, although an additional meeting was intended but cancelled due to the weather. Publication of Volume 95 of the *Collections* was delayed this year so that it will appear in the next financial year. It is then planned that it will appear roughly once a year. The Society will not be publishing off-prints in future but authors will be provided with a PDF copy of their article. A paper copy of the PDF will be provided by Castle Arch if requested. Six issues of the *Bulletin* were published this year, which now appears regularly every two months. Volume VIII of *Surrey History* was published and it, and future issues, will each have a separate volume number. The Villages Study report on 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.

The digitization of the *Collections*, in collaboration with the University of Toronto, has now completed volumes 1 to 66 plus four cumulative indexes. Each volume is being split into its individual articles. Where copyright permission has not been approved a space will be left directing readers to a printed volume. When these are ready they will be placed on the ADS website. Over the last year sales of publications have totalled £855.

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

Research Committee

The Research Committee was set up by Council in October 2008 and first met in March 2009. It was made responsible for the Research Framework, organising the annual symposium in the spring and the research conference in the autumn, research projects run by the Society, providing support to relevant external projects and administering grants for these purposes. The Committee was formed of representatives of all groups active in research within the Society and from the start has been keen to foster research work in all aspects of the Society's interests across Surrey by providing support for groups and key projects.

The Society's fieldwork programme continues to expand and has been supported by a number of grants. Mr R Savage has been instrumental in the development of the Woking Palace and Downside Mill projects. The Committee agreed to recommend use of the site recording system developed by Mr A Hall and others who consulted, amongst other sources, the Essex County Council and Museum of London Archaeology Service manuals. A copy of the system will be deposited at Castle Arch and placed on the website.

The Committee is conscious that these activities rely on a relatively small number of people and is keen to find ways to build up more expertise and encourage more active members in all areas of the Society's work. A number of initiatives within the field of finds processing are developing within the special interest groups and the Committee aims to call a seminar to pursue this topic. A key consideration is that projects are generating many finds and they need specialist reports. The aim will be to work with the groups, including AARG, to involve and train Society members so that we can achieve good results while avoiding excessive cost.

All former grants offered by the Society that are still outstanding have been reviewed and where necessary completion of the projects is being pursued. New grants have been made for the Tithes Map project; the Abinger excavation and conservation of wall plaster from the site; Woking Palace; Hatch Furlong; illustrations for publication of the unique metalwork from Frensham. The list of unpublished excavations in Surrey has been briefly reviewed and a shortlist has been established of those considered most important. They are now being pursued to find out what is delaying publication and to offer encouragement and assistance, possibly by funding specific work (eg a specialist report, or assistance with drawings).

The Committee also takes responsibility for fieldwork equipment and is very grateful to the Tools Officers, Mr G Stonehouse and Mrs P Hulse. New tents for site offices and finds processing have been tested and prepared for use. The magnetometer has been much used to good effect. A Total Station was recommended to Council and has been purchased. The Committee also considered a recommendation from the Roman Studies Group that a resistivity meter be purchased, but was concerned that someone should be found who was prepared to take responsibility for the equipment (including software). This is another example of the need to engage more people in the Society's activities.

Two successful events have been held in the period under review. The Research Framework conference, organised by Mr R Savage, explored the subject of religion in the landscape, covering most periods but concentrating on the medieval. The annual symposium in the spring of 2010 built on the success of previous symposia organised by the former Archaeological Research Committee and provided a good and varied programme mostly concerning recent work in the county. Both events were well attended, and lessons learnt have been incorporated in a document for future use. Both also owed a great deal to the hard work of Mrs A Gaitonde and many other helpers.

The Committee relies heavily on its secretary, Mrs R Hooker, and treasurer, Mr C Hayward. The support of the Society's President and Secretary is also crucial and gratefully acknowledged.

Woking Palace Archaeological Project - 2009

The Society supported this major collaborative project – which it is hoped will be the first of three seasons of investigation - through the provision of a grant of £6,000, of resistivity and magnetometry surveys of the moated site and the volunteer efforts of over 50 members of the Society, some of whom worked on the project for many weeks. Further grants were made by Surrey County Council (£9,000) and Woking Borough Council, the owners of the site (£5,000), both in large part for community outreach. The Community Archaeology officer was supported in part by the Heritage Lottery Fund. Support in kind through the provision of archaeological survey services was gratefully received from Archaeology South-East (a unit of the University College, London) and Quaternary Scientific (a unit of the University of Reading) with on-site help and support from the Friends of Woking Palace and neighbouring residents.

The primary aims and objectives of the intended three year project are:

Aims

1. To develop a rounded understanding of the development and character of Woking Palace, and to place it in its regional and national context.
2. To promote community involvement in and appreciation of the site and of the ways in which historical and archaeological enquiry can promote an understanding of the past
3. To provide information that would help inform, refine, and develop a Conservation Management plan for the site
4. To provide a flagship project, around which a wealth of positive publicity could be generated for the value of archaeology and heritage to Surrey's cultural life.

Objectives for 2009

1. Assessing the extent and reliability of existing knowledge
2. Providing a full understanding of the site through conventional, geo-archaeological and geophysical survey
3. Elucidating the topographical and geo-morphological setting of the Palace within this part of the Wey Valley, and establishing the reasons for site location
4. Looking for evidence for manorial (or other) development before the late 13th century
5. Determining the number of stages of moat development
6. Characterising the below ground condition and extent of remains (in different site areas), and their potential for understanding the site's development
7. Compiling a bio-stratigraphic model of the environmental history of this part of the Wey Valley during the Late Holocene (last 3000 years), and possibly earlier
8. Establishing the potential for reconstructing the economy and diet of the former inhabitants of the manor and Palace
9. Evaluating the potential of the anthropogenic wetland features, in particular the moat and fishponds, to reconstruct the economy, diet and local environment of the Palace
10. Assessing the impact of early 20th century investigations

The excavations were a great success. Almost 200 people – including nearly 120 in the community archaeology programme - participated in a variety of roles on the dig, and an almost overwhelming 500 local people visited on the public Open Day. Making this important part of their heritage better known to the residents of Woking was a key aim of the dig, and the results have shown what a wealth of history lies beneath the ground. It is intended that work in future years will reveal a much more complete picture of how Henry VII transformed the manorial site into a favourite residence, and of its subsequent development.

The archaeological investigations are directed by Mr R Poulton of the Surrey County Archaeological Unit with Mr R Savage of the Society acting as Secretary of the organising committee and Logistics Manager on site.

Surrey Industrial History Group

The second of the lectures planned to be held away from the usual Guildford location was held at the Letherhead Institute on 8 May, when Mr C Roberts gave an excellent talk about his career as a pilot. Since then the Institute has become the venue for a series of lectures.

On 4 July about 20 members visited the Whitechapel Bell Foundry and were fascinated to see how bells were still cast on such an historic site.

The AGM was held on 11 July at Kempton Great Engines Trust, which was the recipient of the 2009 Conservation Award. This was the 27th award to be presented by the group and was awarded in particular recognition of the work carried out in returning the No 6 triple-expansion engine to working order.

On 24 September the first of two series of lectures commenced in Leatherhead. These Thursday morning lectures, previously organised by Mr G Knowles, were this year organised by Mr K Tythacott assisted by Mr G Roles and held under the auspices of SIHG. With more than 30 people enrolled the course was fully subscribed and it is planned to run a second series of lectures in 2010/11. Both the Autumn and Spring terms comprised ten lectures with a visit arranged for half term.

Following on from a talk by Mr B Hennegan a visit was made to Brooklands to see the Hurricane being restored. For the Spring half term the group, together with other members of SIHG, visited the Great Western Railway's STEAM museum and The National Monuments Records Office. This visit was one of the best attended of recent times with 41 people travelling by coach to Swindon.

The 34th Series of IA Lectures, held as usual at the University in Guildford, commenced on 29 September with a talk on Trevithick's London Railway of 1808 and finished on 23rd March with another talk from Mr C Roberts; this time on the history of vertical and short take off and landing aircraft, of which the Hawker Harrier is the best known example. Lectures at both Guildford and Leatherhead had to be rearranged because of snow, with additional dates being added to the end of the series.

Membership of the group currently stands at 135: 115 Ordinary, 7 Associate, 8 Institutional, 4 Life members and 1 Overseas; four up on last year. Committee members and other members of SIHG who have supported the work of the group throughout the year are thanked for their contribution.

Surrey Local History Committee

The Local History Committee held their summer meeting at Addlestone on 18th July. This was a very interesting day and included a morning walk along the Wey Navigation. In the afternoon members of Addlestone History Society gave some very interesting presentations, followed by a guided walk around the village.

The committee's Annual Symposium took place at Chertsey on 24th October on the theme of *Early Houses and Domestic Life in Surrey (1100 – 1700)*. In the morning Mr M Higgins and Mr R Wild spoke about the structural side, while in the afternoon Brigid Fice, Jacqui Pearce and Sara Pennell shed some light on domestic arrangements. Displays from local societies were of a very high standard with the Gravett Award for the best display being presented to the Domestic Buildings Research Group.

In January the committee organised a workshop on behalf of the Village Studies programme. The subject was *The 1664 Hearth Tax for Surrey* and was in the form of a tutorial led by Catherine Ferguson, including an introductory talk, practical session and general discussion.

The Committee held its Spring Meeting on Saturday 6th March on the subject of *Evacuation during the Second World War*. The meeting was held at Sayers Croft Ewhurst, a former camp school for evacuees. Dr M Parsons gave an introductory talk, followed by a tour of the site with the site director, Mr D Quorroll and also accompanied by Mr R Hewett a former evacuee. The afternoon concluded with a talk by Mrs J Bateson, who has researched evacuation in Lingfield.

REPORTS FROM GROUPS OF THE SOCIETY

Artefacts and Archives Research Group

Work on processing the finds from the excavation at Ashted Roman Villa continued with a day at the Granary to record the retained building material. Work continued on recording the remaining finds on Wednesday evenings at the Rover's Den, Ockham.

The painted plaster from the excavation at Abinger Roman Villa in the 1990s was checked and repacked. Pieces with decorative patterns/motifs were photographed. The painted plaster from last year's excavation was sent to Durham University for conservation by MA in Conservation students, under the supervision of Jennifer Jones, the Senior Conservator.

Finds from two days of test pitting at Old Woking were washed, marked and bagged at the Granary. Site 1 at Weston Wood was entered on to the database for checking by Mrs M Broomfield and Mrs I Ellis.

Guildford Archaeology & Local History Group

The Group's programme for 2008/2009 ended with its annual garden party in July 2009 hosted by Mr and Mrs Anderson. Another full programme of monthly talks began in October 2009 running to June 2010 on a wide variety of topics including (to March 2010) two talks on the evidence for Roman activity, recent work at the medieval Newark Priory, and a talk on *The Mores of Loseley* in Tudor times; Mr D W Williams, Portable Antiquities Officer for Surrey, described some of the finds reported under the Portable Antiquities Scheme. Later talks include one on the medieval manor of Braboeuf, the beginning of commuting from rural Surrey in the nineteenth century with, finally, a guided tour of the Chilworth Gunpowder Works.

Traditionally the Group alternated its meetings between public meetings held in a church hall, and 'members' evenings' held in Guildford Museum. Following a decision by Guildford Borough Council to charge for the use of a room in the Museum the Group decided it could no longer afford to meet there; all meetings are now held in a hall at Guildford United Reform Church and are open to the public.

Mrs P Hulse, the Group's Treasurer, has also issued the Group's *Newsletter*. The Group's finances are enhanced by sales of a popular booklet *Explore Guildford* first published by the Group some years ago; a new edition has been prepared by Mr R Williams and is now on sale at the Guildford Information Centre and elsewhere.

Prehistoric Group

Projects of individual members are constantly in progress. The AGM of 2009 was followed by a talk by Dr B Roberts of the British Museum on Bronze Age decorative art which was well received by the audience.

The Prehistoric Group has published a flint fact sheet with some success it being instrumental in the group gaining the second prize for the Margary Award at the 2010 Symposium. The group is now in the process of designing a fact sheet for prehistoric pottery.

A topographical survey of the barrow cemetery on Reigate Heath has been undertaken by members of the group and 8 known or potential barrows have been recorded in detail. A further season will commence in the autumn, and will concentrate on the landscape surrounding the barrows.

The Lithics section of the group continues to reassess the lithics collections from Guildford Museum and this is being recorded on a spreadsheet which will be used to add information and reinterpretation on the database being created for the Museum. Members of this sub-group designed a display on lithic technology for the Museum which has aroused much interest amongst the general public.

The Prehistoric Group is now in the process of working with Mrs Clarke, the custodian of the Abinger pit dwelling, to refresh the display. This is a long term project which will include designing some new information boards.

Roman Studies Group

The Group had an excellent year with many activities, including fieldwork at several different sites. These activities were enthusiastically supported; some meetings were so well attended that the usual meeting room was uncomfortably full. A larger room will be arranged for next year. Membership has held up very well and has attracted new members for the Society. The Group relies greatly on the enthusiasm and efficiency of its secretary, Mr A Hall, and treasurer, Mr D Calow, and other members of the Committee.

Mr C Van der Lande arranged several visits for the Group, including Richborough and the excavations at Frilford and at Dorchester on Thames which were visited in July. Mr E Walker arranged group visits to the Roman glass-makers near Andover (with an associated visit to the Museum of the Iron Age) to see the methods used to reproduce Roman glass. These were a great success and extremely informative; many members were unable to resist buying the products. Early visits in 2010 were made to the Crofton Roman villa (Orpington) and nearby Keston including the visible remains of the mausoleum, and others are already in hand, as usual with expert guides. The winter lecture programme culminated in a very good group report-back session in March. Over 45 people attended and there was too much to talk about. It is therefore intended next year to aim for a half-day seminar. The final session in this season discussed villa estates and rural settlement in general with the aim of finding ways to increase our knowledge of these aspects. This set the scene for the May conference, arranged by Mr E Walker, at which a number of highly qualified speakers presented papers on aspects of agriculture and food in southern Roman Britain. This conference was figured as part of the centenary celebrations of the national Society for the Promotion Studies. The possibility of publication is being explored.

The use of the Society's magnetometer figured greatly in the Group's fieldwork, with excellent results at Flexford, Chiddingfold and Abinger. Magnetometer survey was also carried out at Alfoldean to assist work by the local group, and, as part of the continuing search by Mr D Calow and Mr A Hall for the London-Winchester road, magnetometer survey and monitoring of metal detector finds has been ongoing near Cobham. Group members assisted with the final season of excavation at Hatch Furlong in Ewell, and in the town itself good progress is being made with preparing earlier excavations for publication. Excavation was not possible at Chiddingfold because of the crop, but took place at Abinger, Flexford and Ashted.

With the encouragement of Mrs S Corke and Miss E Corke, an 8x2m trench was excavated at the Abinger villa site in the hope of locating the buildings found in 1877 and the trenches recorded by Charles Darwin. A number of features were found including a rough wall, several post-holes outlined by stone packing and a linear deposit of mostly *opus signinum* rubble. The 1877 features were not found but their likely location is now better understood and other aspects of the site are becoming clearer. Many fragments of painted wall plaster were recovered, some with several colours and identifiable patterns; conservation work is in hand. Other finds included minims and late Roman pottery. Because of the Darwin anniversary aspect, Mike Pitts of *British Archaeology* paid a visit and included the site in an article (Sept/Oct 2009). Late in the year geophysical and contour survey was carried out by Mr D and Mrs A Graham and there was further magnetometer survey to increase understanding of the setting of the site. In the following spring anomalies were the subject of test excavations which proved the existence and RB date of a major ditch (part of a field system) as well as finding a burnt feature. Both will be more formally tested in June. This work is part of a programme coordinated by Mrs N Cowlard, aimed at ensuring the publication of all previous work and building on it, particularly by studying the setting of the villa.

At Flexford Mr D Calow began a programme of excavation to test the results of large-scale magnetometer survey. Enclosure and possible trackway ditches have been located and an iron furnace with possible ritual deposit has been found. The location of an occupation site is also now reasonably clear. Very large amounts of pottery have been found in the ditches, some of unexpectedly high quality. As usual the excavation has raised further questions, but more is

gradually being learnt about the nature of this site, which has considerable potential for increasing our understanding of RB rural settlement north of the Hog's Back.

The fourth season of excavation at Ashtead was very successful. The enclosure wall was traced along to behind the villa and details of its construction were obtained from several places. A tile-based structure was also identified near its line to the south which hopefully will prove to be part of a tile-works building. Near the edge of the clay pits a much-robbed tile kiln was found; further work on this will be required next year. Work at the front of the villa provided good evidence for different phases: a chalk-floored building was succeeded by an early version of the 'porch' (though much reduced from Mr A W G Lowther's postulated line) with small apses on either side, then a probably later version without the apses and associated with construction of the raised corridor floor, and finally the addition of the tile-floored gutter. Finds included part of a stamped mortarium (the first from the site) and a fragment of the samian form Hermet 4, most unusual in this country and of Claudio-Neronian date (and assumed therefore to be an heirloom). It was also established by Professor M Waller that the enigmatic earthwork has good potential for pollen and charcoal in the ditch, which will provide useful environmental evidence and the potential for radiocarbon dating. Test pitting early in 2010 has extended knowledge of the boundary wall still further to the west, and also located part of a well-built flint and tile structure that may be part of a building west of the villa.

The work at Ashtead 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 thanks to the hard work of Mrs M Broomfield and AARG. Members of AARG also provided the processing team at Flexford and Abinger and at the latter were able to carry out further work on some of the finds from the 1990s excavations now held on site. With more finds from Ashtead and continuing work on tiles (now likely to include material from Wanborough) as well as large amounts of pottery from Flexford the Group recognises the need to tackle aspects of finds reports from within its own (and AARG's) resources and will devote more attention to this issue in future.

The tiles from Wanborough were being worked on by the late Dr J Gower, who was instrumental in setting up the Surrey Roman Villa Group, a predecessor of this Group, which has been able to build on its foundations. The Group was very sad to learn of his death.

Medieval Studies Forum

Only one formal meeting of the Medieval Studies Forum was held during the year in view of the large number of other Society meetings focused on the Medieval period including the five lectures in the series on Surrey's Royal Castles and Palaces, the Annual Lecture, which this year was on the renovation of mostly Medieval Buildings, and the Surrey Research Framework Conference which was led by the Medieval Studies Forum. In aggregate these meetings produced a surplus as shown elsewhere in the Society's Accounts.

Villages Study Group

One workshop was held during the year on the interpretation and evaluation of Hearth Tax Records. The Workshop was kindly supported by the Surrey History Centre as part of their outreach activities through the provision of a room at Surrey History Centre. The workshop proved to be informative, stimulating and popular. Work has continued on preparing the Gomshall, Peaslake and Ewhurst study and the Old Woking study for publication.

A test-pitting programme was started in Old Woking in March 2010 using experienced volunteers from the Society to trial the Continuously Occupied Rural Settlement (CORS) methodology developed at Cambridge University. This found a scatter of Romano-British building material and stratified Early Norman deposits as well as later medieval and post-medieval pottery scatters. It is hoped to complete the sample of test-pits in Old Woking in the current year and then to extend the test-pitting programme to Chobham and Bagshot using community volunteers. As a result of the surveys in Old Woking evaluation trenches were also dug in March to investigate large geophysical anomalies, which proved to be the remains of early brick clamps. These results have been published in the *Bulletin*.

Mr R and Mrs P Savage continued to act as convenors throughout the year and directed the test-pitting in Old Woking.

COMMITTEE MEMBERSHIP

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, Mrs M Williams, R Williams, P Youngs.

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 H Jeffery (Secretary), Miss A Bowey, G Brown, Dr R Christophers, Mrs C Garrard (Surrey Heritage), P Harp, Mrs R Hughesdon (Honorary Librarian), Mrs G Page, P Tarplee, R Williams, Mrs M Williams, P Youngs.

Management Committee: K D Graham (Chairman), D Calow (Secretary), Dr D Bird, R Bryson, Mrs R Hughesdon, Miss A Monk, A Sargent (Treasurer), R Savage.

Publications and Editorial Committee: Dr G P Moss (Chairman), Mrs A C Graham (Joint Honorary Editor), Ms S Hill (Joint Honorary Editor), 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.

Research Committee: D Bird (Chairman), Mrs R Hooker (Secretary), C Hayward (Treasurer), Mrs J Balchin, Mrs M Broomfield, Mr P Harp, Mr A Norris, Mr R Savage, Mrs P Taylor.

Surrey Local History Committee: Mrs J Balchin (Chairman), Mrs L Hayes (Secretary) Mrs P Bedwell, Prof A G Crocker, Mrs G Crocker, Mrs M Day, Mrs A McCormack (Honorary *Surrey History* Editor), 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, D Evans (Membership Secretary), Mrs G M Crocker, C R Mann, Dr G P Moss, J Spencer (*Newsletter* Editor), P A Tarplee, Mrs P Taylor, Mrs M Levett, K Tythacott.

REPRESENTATION at 31st March 2010

Council for British Archaeology South East

Council for British Archaeology London

Standing Conference on Portable Antiquities

SCC Strategy Groups

Southwark & Lambeth Archaeological Excavation

Reigate & Banstead Archaeological Committee

London Borough of Merton: Conservation Areas

Surrey Museums Consultative Committee

Archaeological Curators Group

Woking Palace Consultative Council

Surrey Hills Joint Advisory Committee

Reigate Roman Kiln Trust

Mrs R J Hooker, P Youngs

D Calow

K D Graham

D Calow, K D Graham, D J Turner

G P Moss

G P Moss, D J Turner, D W Williams

D J Turner

P Youngs

K D Graham

R Savage, P Hinton

Mrs S Corke

P Youngs

Surrey Archaeological Society staff and working hours

ADMINISTRATIVE ASSISTANT: 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
Vacancy

*Cobham, Oxshott & Stoke
D'Abernon*
Dr D C Taylor
Appleton
4 Cedar Avenue
Cobham, KT11 2AB

Walton & Weybridge
Vacancy

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

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

*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
Vacancy

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 Ettlinger
Royden Cottage
Cliftonville
Dorking, RH4 2JF

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
Vacancy

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
Mrs R J 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
Vacancy

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

Bagshot, Bisley, Chobham & Windlesham
Vacancy

Tandridge
Caterham, Chaldon, Warmingham & Woldingham
Mrs M Saaler
69 Beechwood Road
Caterham, CR3 6NB

Bletchingley, Burstow & Nutfield
P F Finch
Birchways
North Station Approach
South Nutfield
Redhill RH1 4JF

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
Mr R & Mrs P Savage
22 Fairlawn Park
Woking
GU21 4HT

LONDON BOROUGHs:

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

Coulsdon, Purley, Sanderstead & Farleigh
Vacancy

Kingston upon Thames
Vacancy

Lambeth & Southwark
Dr G J Dawson
40 Station Road
Orpington
Kent, BR6 OSA

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
Vacancy

SURREY ARCHAEOLOGICAL SOCIETY

A Company Limited by Guarantee

REPORT OF THE DIRECTORS FOR THE YEAR ENDED 31ST MARCH 2010

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, 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, 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, D W Williams, C C Hayward, Mrs R J Hooker, Dr G C Lachelin and T Wilcock.

At the AGM on 22nd November 2009 C C Hayward, Mrs R J Hooker, Dr G C Lachelin and T Wilcock were appointed as further directors and Mrs A M Gaitonde, Mrs J A Hicks, J G E Price, J M Rubra and R W Williams resigned as directors on the termination of their four year term of office.

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 Act 2006. So far as the directors/trustees are aware, there is no relevant audit information of which the charitable company's auditors are unaware and that they have taken all steps that they ought to have taken as directors/trustees to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information. 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 15 of the Companies Act 2006 relating to small companies.

BY ORDER OF THE BOARD
D Calow, Company Secretary

24th September, 2010

**SURREY ARCHAEOLOGICAL SOCIETY
INDEPENDENT AUDITORS' REPORT
TO THE MEMBERS OF SURREY ARCHAEOLOGICAL SOCIETY**

We have audited the accounts of Surrey Archaeological Society for the year ended 31 March 2010 set out on pages 19 to 24. These accounts have been prepared in accordance with the accounting policies set out on page 21.

This report is made solely to the charitable company's members, as a body, in accordance with Section 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and auditors

As described on page 17, the Trustees, who are also the directors of Surrey Archaeological Society for the purpose of company law, are responsible for preparing the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the accounts have been prepared in accordance with United Kingdom Generally Accepted Accounting Practice, give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustees Report is, consistent with the accounts, 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 Trustees is not disclosed.

We read other information contained in the Trustees Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts.

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the company'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 accounts 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 accounts.

Opinion

In our opinion:

- the accounts have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- the accounts give a true and fair view of the state of the company's affairs as at 31 March 2010 and of the incoming resources and application of resources, including its income and expenditure for the year then ended;
- the accounts have been properly prepared in accordance with the Companies Act 2006; and
- the information given in the Trustees Report is consistent with the accounts.

M G Beattie FCA
(Senior Statutory Auditor)
for and on behalf of M G Beattie and Co Limited Chartered Accountants
Statutory Auditor

6 Main Avenue
Moor Park
Northwood
Middlesex, HA6 2HJ

29th October 2010

SURREY ARCHAEOLOGICAL SOCIETY
A Company Limited by Guarantee
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st MARCH 2010

| | <i>Notes</i> | <i>2010</i> | | <i>2009</i> | |
|--|--------------|--------------|----------------------|---------------|------------------------|
| | | £ | £ | £ | £ |
| INCOME FROM FIXED ASSET INVESTMENTS | 2 | | 46,277 | | 57,327 |
| OTHER OPERATING INCOME | 3 | | 27,587 | | 26,663 |
| | | | <u>73,864</u> | | <u>83,990</u> |
| Operating expenses | | 91,445 | | 89,728 | |
| Publication expenses | | <u>8,887</u> | | <u>13,486</u> | |
| | | | <u>100,332</u> | | <u>103,214</u> |
| OPERATING (DEFICIT) | 4 | | (26,468) | | (19,224) |
| Interest receivable | | | <u>7,877</u> | | <u>28,955</u> |
| | | | <u>(18,591)</u> | | <u>9,731</u> |
| EXTRAORDINARY RECEIPTS | | | | | |
| Compensation South Park | | — | | 40,000 | |
| Grants and allocations written back | | <u>917</u> | | <u>7,858</u> | |
| | | | <u>917</u> | | <u>47,858</u> |
| NET (DEFICIT)/SURPLUS FOR THE YEAR BEFORE INVESTMENT ASSET DISPOSALS | | | (17,674) | | 57,589 |
| Net Realised Gains (Losses) on investment asset disposals | | | <u>97,501</u> | | <u>(100,649)</u> |
| TOTAL NET SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR | | | <u><u>79,827</u></u> | | <u><u>(43,060)</u></u> |

The notes form part of these financial statements

SURREY ARCHAEOLOGICAL SOCIETY
A Company Limited by Guarantee
BALANCE SHEET AS AT 31st MARCH 2010

| | <i>Notes</i> | <i>2010</i> | | <i>2009</i> | |
|---|--------------|---------------|-------------------------|---------------|-------------------------|
| | | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible assets | 6 | | 33,251 | | 19,896 |
| Investments at market value | | | <u>1,784,510</u> | | <u>1,500,228</u> |
| | | | 1,817,761 | | 1,520,124 |
| CURRENT ASSETS | | | | | |
| Debtors | 7 | 10,345 | | 55,014 | |
| Cash at bank and in hand | | <u>57,461</u> | | <u>73,802</u> | |
| | | 67,806 | | 128,816 | |
| CREDITORS: Amounts falling due within one year | 8 | | | <u>67,996</u> | |
| NET CURRENT (LIABILITIES)/ASSETS | | | <u>(4,632)</u> | | <u>60,820</u> |
| NET TOTAL ASSETS | | | <u><u>1,813,129</u></u> | | <u><u>1,580,944</u></u> |
| CAPITAL AND RESERVES | 9 | | | | |
| Opening balance | | | 1,580,944 | | 1,785,327 |
| Surplus/(Deficit) for the year | | | 79,827 | | (43,060) |
| Net unrealised Gains (Losses) on investments | | | <u>152,358</u> | | <u>(161,323)</u> |
| | | | <u><u>1,813,129</u></u> | | <u><u>1,580,944</u></u> |

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Approved by the Council on 24th September 2010

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

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2010

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 deposit interest received from the Society's investments as managed by HSBC Global Asset Management to November 2009 and Charles Stanley & Co. Ltd. from that date.

NOTE 3

OTHER OPERATING INCOME

This is comprised of the following items:-

| | <i>2010</i> | <i>2009</i> |
|---|---------------|---------------|
| | £ | £ |
| Subscriptions and Recoveries | 22,061 | 22,442 |
| Receipts from sales of publications | 855 | 2,058 |
| Donations and sundry incomes | 618 | 1,052 |
| Administrative Recoveries | – | 1,750 |
| Lectures, Symposia and Events | 1,908 | 2,520 |
| Guildford Group surplus | 207 | 179 |
| Surrey Industrial History Group surplus/(deficit) | 1,633 | (3,544) |
| Plateau Group/(deficit) | – | (25) |
| Surrey Roman Studies Group surplus | 305 | 231 |
| | <u>27,587</u> | <u>26,663</u> |

NOTE 4

OPERATING (DEFICIT)

The operating (deficit) is stated after charging:-

| | <i>2010</i> | <i>2009</i> |
|-----------------------|--------------|--------------|
| | £ | £ |
| Auditors remuneration | 7,000 | 6,750 |
| Depreciation | <u>6,613</u> | <u>2,098</u> |

SURREY ARCHAEOLOGICAL SOCIETY
A Company Limited by Guarantee
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2010
(Continued)

NOTE 5

EMPLOYEE INFORMATION

| | <i>2010</i> | <i>2009</i> |
|-----------------------|-------------|-------------|
| | £ | £ |
| Staff Costs | 21,686 | 20,808 |
| Social Security Costs | 605 | 576 |
| | 22,291 | 21,384 |

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

| | | |
|-------------------|----|----|
| Direct Charitable | 1 | 1 |
| Administration | 2 | 2 |
| Council Members | 41 | 42 |
| | 44 | 45 |

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 etc</i> | <i>2010</i> |
|-----------------------|--|---------------------------------|----------------------------|---------------------------------------|-------------|
| Cost | £ | £ | £ | £ | £ |
| At 1st April 2009 | 13,783 | 9,253 | 15,527 | 9,289 | 47,852 |
| Additions | Nil | — | — | 19,968 | 19,968 |
| | 13,783 | 9,253 | 15,527 | 29,257 | 67,820 |
| Depreciation | | | | | |
| At 1st April 2009 | Nil | 4,702 | 14,329 | 8,925 | 27,956 |
| Charges for the year | Nil | 1,138 | 300 | 5,175 | 6,613 |
| | Nil | 5,840 | 14,629 | 14,100 | 34,569 |
| Net Book Value | | | | | |
| At 31st March 2010 | 13,783 | 3,413 | 898 | 15,157 | 33,251 |
| At 31st March 2009 | 13,783 | 4,551 | 1,198 | 364 | 19,896 |

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 2010
(Continued)

NOTE 7

DEBTORS

| | <i>2010</i> | <i>2009</i> |
|-------------------------|---------------|---------------|
| | £ | £ |
| Investment Income | 2,512 | 6,077 |
| Other debtors | 134 | 789 |
| Prepayments | 7,699 | 8,148 |
| Compensation South Park | — | 40,000 |
| | <u>10,345</u> | <u>55,014</u> |

NOTE 8

CREDITORS

Amounts falling due within one year

| | <i>2010</i> | <i>2009</i> |
|-----------------------------------|---------------|---------------|
| | £ | £ |
| Advance Grants received | 10,847 | 12,437 |
| Subscriptions received in advance | 3,202 | 1,125 |
| Grants | 13,729 | 15,012 |
| Collections and publications | 12,848 | 13,000 |
| Other creditors and accruals | 31,812 | 26,422 |
| | <u>72,438</u> | <u>67,996</u> |

NOTE 9

MOVEMENTS IN CAPITAL AND RESERVES

| | <i>Bal @</i> <i>01/04/09</i> | <i>(Deficit)/</i> <i>Surplus</i> | <i>Extraordinary</i> <i>Receipts</i> | <i>Net Investment</i> <i>Gains</i> | <i>Total</i> <i>31/03/10</i> |
|---------------------------------|---------------------------------|-------------------------------------|---|---------------------------------------|---------------------------------|
| | £ | £ | £ | £ | £ |
| Surrey Archaeological Society | 1,548,044 | (20,736) | 917 | 249,859 | 1,778,084 |
| Group funds incorporated: - | | | | | |
| Surrey Industrial History Group | 27,263 | 1,633 | — | — | 28,896 |
| Haslemere Group | 1,495 | — | — | — | 1,495 |
| Guildford Group | 885 | 207 | — | — | 1,092 |
| Plateau Group | 2,386 | — | — | — | 2,386 |
| Surrey Roman Studies Group | 871 | 305 | — | — | 1,176 |
| Total | <u>1,580,944</u> | <u>(18,591)</u> | <u>917</u> | <u>249,859</u> | <u>1,813,129</u> |

SURREY ARCHAEOLOGICAL SOCIETY
A Company Limited by Guarantee
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2010
(Continued)

NOTE 10

COMMITMENTS AND CONTINGENT LIABILITIES

Capital Commitments

The Society had no material capital commitments at 31st March 2010.

Contingent Liabilities

The Society had no other material contingent liabilities at 31st March 2010 which have not been provided in these accounts.

NOTE 11

MEMBERS' GUARANTEE

At 31st March 2010, the Company had 882 members (2009: 890). 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
DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31st MARCH 2010

| | <i>2010</i> | | <i>2009</i> | |
|--|-------------|----------|-------------|---------|
| | £ | £ | £ | £ |
| INCOME | | | | |
| Subscriptions and Recoveries | | 22,061 | | 22,442 |
| Sale of publications | | 855 | | 2,058 |
| Entrance fees, donations and sundry incomes | | 618 | | 1,052 |
| Administration Recoveries | | – | | 1,750 |
| Annual Events Net (Appendix 2) | | 1,908 | | 2,520 |
| Groups' surplus/(deficit) | | 2,145 | | (3,159) |
| | | 27,587 | | 26,663 |
| Investment income | | 46,277 | | 57,327 |
| Interest | | 7,877 | | 28,955 |
| | | 81,741 | | 112,945 |
| EXPENDITURE | | | | |
| Salaries and professional expenses:- | 27,531 | | 25,383 | |
| Library | 6,021 | | 5,610 | |
| Office expenses | 697 | | 556 | |
| Premises and storage | 12,718 | | 12,551 | |
| Insurance | 3,607 | | 3,589 | |
| Printing, stationery and postage | 2,909 | | 2,834 | |
| Committee expenses | 1,083 | | 935 | |
| Subscriptions to allied societies | 718 | | 665 | |
| Miscellaneous | 1,859 | | 928 | |
| South Park | – | | 100 | |
| Audit Fees | 7,000 | | 6,750 | |
| Investment Fees | 5,355 | | 4,277 | |
| Community Archaeology | – | | 2,000 | |
| Conservation Expenses | – | | 1,250 | |
| Computer and Website | 2,344 | | 3,492 | |
| Publicity | 314 | | 1,497 | |
| Trustee Indemnity | 822 | | 1,006 | |
| Legal Fees | 403 | | 2,298 | |
| | 45,830 | | 50,338 | |
| Excavation | 1,151 | | 2,159 | |
| Grants (Appendix I) | 10,320 | | 9,750 | |
| Publications | 8,887 | | 13,486 | |
| Depreciation | 6,613 | | 2,098 | |
| | | 100,332 | | 103,214 |
| (Deficit)/Surplus before extraordinary receipts and investment asset disposals | | (18,591) | | 9,731 |

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 2010

APPENDIX 1

Society Grants Paid and/or Approved:

| | |
|---|---------|
| Woking Palace Archaeological Project 2010 | £ 6,000 |
| Surrey County Council: Tithe Maps | 2,000 |
| Abinger Wall Plaster | 600 |
| SCAU: Reigate Tile Kiln | 1,000 |
| Elmbridge Museum: Gold Ring | 150 |
| Frensham Sceptre Drawings | 570 |
| | 10,320 |

APPENDIX 2

Annual Events

| | Receipts | Payments | Surplus/(Deficit) |
|------------------------|----------|----------|-------------------|
| | £ | £ | £ |
| 2009 Lecture Series | 1,048 | 515 | 533 |
| Annual Lecture 2009 | 1,930 | 1,828 | 102 |
| SARF Conference | 842 | 343 | 499 |
| Medieval Studies Forum | 154 | 129 | 25 |
| Villages Study | 185 | 136 | 49 |
| SLHC: Summer | 45 | 113 | (68) |
| SLHC: Autumn | 1,300 | 1,038 | 262 |
| ARC: Symposium | 998 | 492 | 506 |
| | 6,502 | 4,594 | 1,908 |

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NOTICES

Membership

Subscriptions are for the financial year and are due on April 1st. Ordinary members: £25; associate members (living at the same address as an ordinary member): £2; student members (between 21 and 26): £12.50; junior members: £6; junior members living at the same address as an ordinary member: free. Institutional members (UK): £30; overseas: (£40). Application forms are available on the Society's website and from the Hon Secretary at Castle Arch. Cheques should be made payable to Surrey Archaeological Society.

Members are asked to inform the Hon Secretary of any change of address. Members are also asked to inform the Hon Secretary of their intention to resign and if they learn of the death of any member.

Legacies and donations

The Society is a registered charity and is very grateful for all legacies and donations which are an important source of finance to help the Society with its work.

Gifts, when relevant to the work of the Society, are gratefully accepted although it may not be possible to accept all offers. The main categories of acceptable gifts are: printed books and pamphlets, maps, prints, photographs, original drawings and other graphic matter, manuscript material and archaeological finds relating to Surrey.

Contributions for publications

The Hon Editors will be glad to consider articles, notes and reports for publication in the *Collections*, *Surrey History*, the *Bulletin* or a Research Volume. Consultation at an early stage is advisable so that drawings and other illustrations are prepared to suit page sizes. Advice for contributors is available.

Excavations

Full details of forthcoming excavations are given in the *Bulletin* and on the Society's website. A wide variety of skills is required including geophysics, surveying, drawing, finds processing as well as digging, building recording and documentary research.

Surrey Record Society

The Surrey Record Society was founded in 1913 to publish editions of Surrey records. The subscription is £5 a year and further details may be obtained from the Hon Secretary, Surrey Record Society, Surrey History Centre, 130 Goldsworth Road, Woking GU21 6ND.

Archives

Surrey History Centre welcomes 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.

Email: info@surreyarchaeology.org.uk

web: www.surreyarchaeology.org.uk



Woking Palace: The Society has taken part in a second successful season of excavations at Woking Palace. This impression of the Palace in 1530 is based on the results (photograph and model by Lyn Smith)