



# SURREY ARCHAEOLOGICAL SOCIETY



*Studying manorial records: Isabel Sullivan, Jill Williams and Richard Savage with early records from Abinger Manor at the Surrey History Centre*

**ANNUAL REPORT  
2007-2008**



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# COUNCIL AND BOARD OF DIRECTORS

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

**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:**

G P Moss, BSc, PhD, ARCS	Mrs G M Crocker, BA, FSA
Mrs A C Graham	A C Sargent, BA, FCA
P A Tarplee	Professor E C Fernie, CBE, FSA
Ms J English	D G Bird, BA, PhD, FSA
P E Youngs (from November 2007)	J F Cotton MA FSA (from November 2007)

## **Honorary Officers:**

**Secretary:** P E Youngs (to November 2007), D Calow (from November 2007)

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

**Joint Editors:** Mrs A C Graham; Ms S Hill; J S Pile (from November 2007)

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

**Librarian:** Mrs R F Hughesdon (from November 2007)

**Legal Adviser:** A M Jackson

## **Elected Members:**

**Retire 2008:** A J Bott, G C Brown, Ms T J Cole, Mrs R J Hooker, Mrs R Hunter, Mrs P F Reading (to July 2007)

**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, N A Cowlard, A R Hall, P A Hulse, C J W Taylor

**Co-opted Members:** M Brace, R A Bryson, D W Williams

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## **Honorary Vice-Presidents:**

R D Shepherd, OBE  
S S Frere, CBE, MA, DLitt, FBA  
Mrs E S Eames, MBE, MSA, MLitt, FSA, FSAScot  
F A Hastings, BEM (died December 2007)  
F W Holling, FSA  
Mrs A Watson  
Miss J M Carter  
Mrs V Ettliger  
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:**

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(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 2007-2008

This is the 153rd Annual Report of the Surrey Archaeological Society and the 34th Annual Report of the Board of Directors of the Incorporated Surrey Archaeological Society. The report and accounts are for the period 1st April 2007 to 31st March 2008.

### GENERAL

The Annual General Meeting was held on 25th November 2007 in the Guildhall, Guildford. Mr K D Graham was re-elected as President for a second year. The Honorary Vice-Presidents and Vice-Presidents were re-elected and Mr J Cotton and Mr P Youngs were elected as Vice-Presidents in recognition of their work for the Society. The Honorary Officers were re-elected with the addition of Mrs R Hughesdon as Honorary Librarian and Mr J Pile as Joint Honorary Editor. Mr P Youngs stood down as Honorary Secretary and was replaced by Mr D Calow. Mr Youngs was warmly thanked for his work.

The following members of the Society were elected to serve as ordinary Members of Council to retire in 2011: Mr J Boulton, Mrs N Cowlard, Mr A Hall, Mrs P Hulse, Mr C Taylor. The retiring members of Council, Mrs M Broomfield, Mrs G Rapson and Mr C Walker were thanked for their work on behalf of the Society.

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

A Special General Meeting set to zero joining charges for new members of the Society.

Mrs M Williams kindly arranged a very interesting walk around the centre of Guildford before the meeting. Mrs M Alexander completed the theme with an excellent talk after the AGM about the medieval buildings in the town.

### Activities

The Council approved a Risk Analysis and Five Year Rolling Strategy in 2007. This identified three concerns: accommodation, the administrative structure of the Society and declining membership.

The future of the Society's accommodation in Guildford Museum has not yet been fully resolved. In 2003 Guildford Borough Council issued a Notice to terminate the Agreement governing the Society's occupation of its accommodation. The Society is entitled to a new lease for the existing accommodation and 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 storage at Cranleigh and Betchingley. The latter provides space for publications and for the Artefacts and Archives Research Group and room for occasional meetings. The Society is very grateful to Mrs S Goad for making this possible.

A Review Group, chaired by Mr A Bott, met during the year to consider the administrative structure of the Society and made a number of recommendations to be discussed by Council.

There have been several initiatives to support membership including the Society's new interactive website designed by Mr A Larcombe for which Mr T Wilcock will be the webmaster. This will allow members to join a discussion forum and give the Committees and Groups the facility to post and maintain their own pages. Colour has been introduced to the *Bulletin* making a good publication even better and the key conferences have welcomed high profile speakers. The prestige lecture by Professor E Fernie at the Yehudi Menuhin Hall in June and the Annual Lecture series set high standards. The Society was delighted that Professor B Cunliffe gave the keynote presentation at the important Surrey Archaeological Research Framework conference in October. The 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 Leatherhead and District Local History Society.

The Society has increased its archaeological activity. The community archaeology excavations at Hatch Furlong, Ewell, have been successful and show the results of partnership between Birkbeck College, Epsom and Ewell Historical and Archaeological Society, Surrey Archaeological Society and others. The careful excavation of Ashted Roman Villa by Dr D Bird and the Roman Studies Group is encouraging as was the rapid response team that Mr P Harp organised to excavate at Wayneflete's Tower, Esher. Other experienced groups have worked on surveys at Newark Priory, Holmbury Hillfort and the Bee Garden, Chobham. These projects will be helped by new equipment such as the Society's new magnetometer.

The Council decided membership fees would not be increased this year.

### **External bodies**

The Society has many links with other local and regional bodies. Meetings with different parts of Surrey County Council, for example, help us maintain close relationships with Surrey History Centre. The Society has also taken part in the Council's Culture Forum and various consultations. We are pleased that another survey of land in an Area of Special Historic and Landscape Value has been agreed, this time at Chilworth. A new showroom at Guildford Museum houses a modern display of Prehistoric and Roman finds from the county and Mrs M Alexander organised an excellent exhibition on religion in the Roman period. The new regional branch of CBA London was established and the Society is represented on the Board. The early emphasis is on creating good links with decision makers and archaeological societies in London.

### **Administration**

The ever helpful support of the staff at Castle Arch is one of the strengths of the Society. Mrs S Janaway and Mrs M Roberts were joined by Mrs H Jeffery who took over as Assistant Librarian from Mrs S Ashcroft. Mrs Ashcroft deserves particular thanks for working without an Honorary Librarian for most of the year. Although each has their own responsibilities they support each other and their teamwork and the help of the volunteers who assist is greatly appreciated.

The Honorary Officers are thanked for the time and effort they devote to the Society, in particular the Editors of the *Collections* and the *Bulletin*. These professional publications are of great importance and the Society is fortunate that they are produced to a high standard. The Society also thanks the many members who make considerable contributions of time and experience to ensure the Society maintains its professional and friendly approach to its work. Their personal efforts are of great importance to the Society whether arranging displays, working in committees, on visits or excavations, representing the Society or taking part in any of the other activities of the Society.

### **Membership**

On 31st March 2008, the membership was as follows (31st March 2007 figures in brackets); 9(10) honorary; 6(6) life; 623(646) ordinary; 70(72) associate; 20(18) junior; 11(8) student and 142(145) institutional; total 881(905).

It is with great sadness that the death of the following members is recorded: Mrs J F Banks, Mrs D M Fedoruk, Mr F A Hastings, Mr R J Milward, Mr W F Nixon, Mr D M Sturley, Miss J Tyrell and Mr P J Wooden.

### **Local Secretaries**

Mr C Taylor has continued his energetic work with the Local Secretaries producing informative newsletters and arranging two useful meetings, one on the Surrey County Council website 'Exploring Surrey's Past' and one on the History Centre.

## FINANCE

The Society's Accounts for the year to 31st March 2008 are set out in the final section of this report and again disclose a substantial overall operating surplus on the activities of the year after taking account of interest received. This surplus was however subject to a charge in respect of realised losses incurred on investment changes effected during the year. As a result of the general decline in the value of the investments during the year up to the 31st March 2008, the Society sustained an unrealised depreciation in the value of its portfolio investments which has resulted in 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 fall in subscription income resulting from the reduction in membership but this was supplemented by gift aid recoveries in the year. Receipts from publications were in line with the budget in a year when no supplementary items were available for sale. All the Society's groups achieved a surplus on their activities as did most of the annual events held in the year.

Income from portfolio investments were much as predicted and income from interest increased substantially as a result of higher interest rates and surplus funds available to invest.

In most cases administration expenditure was contained within budgeted figures, with increases in line with inflation on salaries and similar costs. Publication expenditure includes the *Collections*, *Bulletin* and the cost of *Surrey History* consequent upon our arrangements with the previous Surrey Local History Council. The investment fees incurred are in respect of amounts charged directly by HSBC Management in dealing with the Society's portfolio.

The Society continues to recognise the invaluable voluntary contributions made by members and others towards the true costs of running of the Society. The Society is extremely grateful for the consideration given to the Society in so far as services are supplied either in an honorary capacity or at extremely competitive rates by our professional advisers.

### **Finance Committee Report**

The Finance Committee met twice during the year as has become customary. On the 21st June 2007, the committee considered the draft accounts for the year ended 31st March 2007. These were subsequently approved by Council and presented to the Annual General Meeting. In January 2008, a draft budget for 2008-9 was approved by the Committee and Council.

The Finance Subcommittee met five times during the year. Their primary concern was to review the performance of the Society's investments which, following the resignation of Helmore & Helmore Ltd., were now managed by HSBC and the Charities Aid Fund. In view of the unresolved accommodation issue and uncertainty in the financial markets, it was decided to retain the funds deposited in CAF accounts in the Birmingham and Midshires Building Society. As a result of dissatisfaction with the performance of certain funds managed by HSBC, the Committee met with HSBC and requested they submit proposals to meet the concerns expressed. HSBC proposals to switch these funds were subsequently accepted by the committee.

The Committee also reviewed the membership subscription which had last been increased in 2002. The Committee noted that in the intervening period costs had risen disproportionately with the result that the proportion of subscription income had fallen from one-third of the Society's operating expenditure to one-quarter; in addition the Society's accommodation costs were likely to rise in 2008. However, in view of the Society's desire to increase membership and the increased income derived from the Society's changed investment policy, the Committee recommended to Council that subscriptions should remain unchanged for the time being. The Committee also recommended that the entrance fee of £1 on joining the Society, as provided for in the Articles and Memorandum of Association, should be reduced to nil. These recommendations were approved by Council.

Although the Committee had hoped to be able to recommend that the accounts for the year



under review would be subject to examination, rather than audit as hitherto, conflict between requirements under Company law and Charity rules applicable to the Society remained, and accounts for the year 2007-8 will therefore subject to full audit.

Following a recommendation of the Committee, Council agreed that non-specific bequests under £5,000 should be added to the Sesquicentennial Fund for the library automatically. Those over £5,000 should be considered on a case by case basis unless otherwise designated by the benefactor.

The Committee undertook a review of the Risk Assessment and Rolling Strategy.

## **INVESTMENT REPORT**

Following the rearrangement outlined in the previous report, the Society's investment portfolio was managed throughout the year under review by HSBC Investments in funds in the name of their nominees. Adjustments to the portfolio were effected during the year to reposition the funds within the agreed benchmark which remained throughout as 55% in UK equities, 25% in fixed interest stocks, 15% in property and 5% in cash.

The value of the portfolio investments declined substantially during the year in line with the general market trends which resulted in an overall loss in respect of both realised and unrealised losses of approximately £165,000. The total investment held in CAF accounts at 31st March 2008 was £439,000.

As at 31st March 2008, the funds held by HSBC Management by percentage value were as follows:

Fixed Interest	
HSBC Asset Management: Common for Income	24.6%
UK Equities	
Artemis Fund Managers: Income Fund	14.3%
Invesco Fund Managers: Perpetual Income	14.1%
Liontrust Investment Funds: First Income	12.7%
M & G Securities: Charifund Income	6.8%
Merrill Lynch Fund Managers: UK Dynamic	5.7%
Property	
Charities Property Fund	6.3%
Lothbury Property Trust	7.1%
Cash and Sterling Bonds	8.4%

## **REPORTS FROM COMMITTEES OF THE SOCIETY**

### **Archaeological Research Committee**

The committee has continued to act as the primary forum for discussion of current research within the historic county, and as a liaison group has a selection of members from both professional and amateur bodies, including the groups of the Society and other voluntary organisations involved in local history or archaeology research. It has encouraged research in the last year through a series of grants, and through the annual Archaeological Research Symposium which was regarded as being the best within recent memory. A notable expenditure has been the purchase of a laptop computer available for use with the Society's other equipment for survey work and digital presentations. The committee has been heavily involved in the Surrey Archaeological Research Framework. The Honorary Secretary Mrs P Hulse and Mrs A Gaitonde deserve particular thanks for their work in organising the Symposium and Mr G Stonehouse should be thanked for the care he takes of the archaeological tools and equipment.

## **Community Archaeology**

During the course of the year an historic landscape survey was commenced at Chilworth led by Mr P Masters. This was designed to look at the countryside around the well-known gunpowder works and in particular at the water management system in the valley bottom. It was also decided to commission a training dig and work has been started on the preliminary arrangements, though the actual dig is due to take place in August 2008 at Cobham on the site of an 18th century mill.

## **Events Committee**

The Committee met on three occasions in 2007-8. Three major events dominated the year.

First, the Annual Lecture Series was held in Ewell on the theme of 'Experimental Archaeology'. Five excellent lecturers gave an insight into the approach to knowledge by reconstructing the past. The lectures covered the manufacture of medieval gunpowder, food preparation in the Tudor kitchens at Hampton Court, the Butser Experiment and reproducing medieval structures in wood. The final lecture was on Battle Re-enactment at the Wychurst Late Saxon Manorial Estate Project with great emphasis on the safe use of lethal weapons. All the lectures were excellent; it was disappointing that the average attendance was less than 30.

The second event was a different type of experiment. Following the success of the lectures in the anniversary year it was decided to arrange a prestige lecture in the early summer. It was with great pleasure that the Yehudi Menuhin School was able to offer their superb concert hall for such an event. A distinguished Vice-President of the Society, Professor Eric Fernie, talked on aspects of the Normans in England. Almost 100 members and friends attended a very successful evening and it was subsequently agreed to hold a similar event in 2008. We were delighted when Dr Simon Thurley, Chief Executive of English Heritage, accepted an invitation to talk in June 2008.

The third event was the continuation conference of the Surrey Archaeological Research Framework at Leatherhead in October, which was organised by the Roman Studies Group and is reported elsewhere. This Committee was not directly responsible for the event but provided logistic and technical backup.

## **Grants and Special Projects Committee**

The Committee was not required to meet during the year and no grants were made.

## **Historic Buildings Committee**

The committee met three times in the year, primarily discussing known cases of buildings at risk to loss or inappropriate change, and to consider arranging visits and talks for the Society's programme.

A guided tour of the more important historic buildings in Godalming was run in the autumn and from the success of this it was agreed that further visits and perhaps talks should be organised each year. Those planned for the next six months include a visit to the Brooking Collection (at Cranleigh) and the historic research and wind-tunnel buildings at Farnborough.

The potential to assist with research and recording work in respect of certain masonry structures has been discussed, albeit that this may be more appropriate for individuals to contribute to rather than the committee as a group. However, a grant of £250 was awarded to the Friends of Woking Palace towards the cost of photographic recording. Work has begun on creating case records relating to buildings at risk or of interest to be lodged with the Society's library and be available to researchers.

Consideration is being given to producing a book illustrating a balanced selection of buildings and structures of widely varying forms and uses. However, it has been recognised that this would be a long-term project for which a suitable editor needs to be recruited to coordinate submissions.

## Library Committee

This has been a year of change in the library. The committee welcomed Mrs R Hughesdon who took on the role of Honorary Librarian in July and was elected to office at the AGM. Mrs S Ashcroft retired in September after nearly 13 years as Assistant Librarian, but very kindly worked on until the end of 2007. It was a mark of the esteem in which she was held that her leaving party was packed with those who wanted to wish her well. She is succeeded by Mrs H Jeffery, who is rapidly familiarising herself with the library's systems and collections.

Fortunately continuity is provided by Mr D Turner, who has kindly agreed to remain Chairman of the Library Committee on a permanent basis, by Mrs S Janaway and Mrs M Roberts who continue to provide invaluable assistance and by the volunteers, without whom the library could not function as it does. The committee was pleased to welcome Mr J Janaway to the ranks of volunteers – he joins Mrs M Williams, Mrs P Panman, Ms J English, Miss A Bowey, Mr G Brown and Dr and Mrs Christophers to whom a considerable debt of gratitude is owed for their continuing hard work. The work done by Dr R Christophers and Mr J Janaway in cataloguing the existing research material is now complete and work by Mrs Christophers has seen an increasing number of older books and pamphlets added to the computer catalogue. The availability of the catalogue on the internet is resulting in an increasing number of enquiries from people who are not members of the Society. Some of these, on visiting the library, have expressed an interest in joining the Society.

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 (thanks to Mr R Williams for the selection of material) and to the Archaeological Research Symposium.

The Committee would like to thank the following for the generous donation of material and other gifts to the library during the year: Archaeological Solutions Ltd, Archaeology South-East, Mr A Bott, Bristol and Gloucestershire Archaeological Society, J Cassell, Miss H Davies, Mrs I Ellis, Ms J English, A H Gibb, Mr J Hampton, Estate of G Hayes, Medieval Settlement Research Group, Merton Historical Society, Mr A K Moir, Museum of London Archaeology Service, Mr A Norris, Reigate & Banstead Borough Council, N Sinclair, Southern Archaeological Services, R Stannard, Surrey County Archaeological Unit, Surrey Gardens Trust, Thames Valley Archaeological Services, Mr D Turner and Mr R Williams.

The main material added to the Library catalogue this year comprises:

The Society's own archive

John Baker's 'Seeing eye' articles from the *Surrey Advertiser*

The archives of Mr J-P Marix-Evans on Great Tangle Manor (donated by Miss A Marix-Evans)

A collection of material from Mr D W Warner on Chilworth gunpowder mills

Art work by Ralph Nevill

## Library statistics

	2006/2007	2007/2008
Volumes added	206	167
Volumes withdrawn	78	*
Volumes bound	36	43
Number of loans	809	772
Items consulted from the Research Collection	196	175
Inter-library loans	12	4
Current contents users	4	4
Library visits by members	503	494
Library visits by non-members	80	101
Email research requests from non-members	30	*

\*figures not available for 2007-8

## Publications and Editorial Committee

Volume 93 of the *Collections* on the Farley Heath and Wanborough temples was published this year. Also seven issues of the *Bulletin* were published. Publication of *Surrey History* was

delayed but volume VII number 4 appeared in the spring. Volume 94 of the *Collections* will be published in 2008. The Village Studies report on Gomshall, Peaslake and Ewhurst is nearly ready for publication and 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 Committee met four times during the year. It was decided in principle to digitize the *Collections* and to make them available from the web. Questions of copyright of the articles and especially the illustrations still need to be resolved. Over the last year the Society sold 37 copies of *Surrey History*, 8 copies of *Aspects of Archaeology & History in Surrey* and 70 copies of *Hidden Depths*.

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

## **South Park Moat Committee**

During the course of the year the owner, Mrs Fedoruk, became seriously ill and the property was put on the open market. Sadly, Mrs Fedoruk subsequently died and the situation over the Society's lease and the future ownership of the moat is uncertain. Consequently basic maintenance work has continued but no further capital expenditure will be undertaken until the situation becomes clearer. The bridge, which is in a poor state of repair, remains closed but otherwise the site is in good condition.

## **Surrey Industrial History Group**

The year started with the South East Region Industrial Archaeology Conference at the University of Reading. The Secretary of the Group, Mr A Thomas, spoke on 'The Epsom Mental Institutions'.

On 3rd May a visit was made to Swallow's Tiles near Cranleigh. Swallow's Tiles was established some 140 years ago to manufacture facing bricks and drainage pipes but more recently concentrated on handmade roof tiles. Unfortunately, the factory has since closed but the Group managed to record much of what went on. A visit took place on 28th July, this time to the Wandle Industrial Museum, led by Mr R Turier.

At the AGM Mrs G Crocker and Mr T Gregory were re-elected. Immediately following the AGM the 2007 Conservation Award was presented to the Horsley Countryside Preservation Society for restoration work on the Lovelace Bridges. The presentation was followed by a talk on the project and a visit to Stony Dene Bridge. This was the 25th plaque to be awarded and a booklet recording the history of the first 25 awards has been prepared.

The September issue of the *Newsletter* was edited by Mr J Spencer because of difficulties Mr D Evans was having with his sight. Mr Spencer has now taken over as Newsletter editor and has added a splash of colour to the front and back pages. Our thanks go to Mr Evans who edited some 107 editions of the *Newsletter* and we hope that following his eye operation his sight will improve; he has expressed his willingness to continue as Membership Secretary.

Following on from a talk in September 2007, 13 of our group made a successful visit to Sheffield to explore the remains of the iron and steel industry. We visited two industrial hamlets dating back to the 17th century as well as the Kelham Island district of the city, which is one of the city's oldest industrial districts and now home to an industrial museum. At the end of the trip some of us visited the very modern Outokumpu Stainless Melting and Continuous Casting plant. Our particular thanks go to Mr T Gregory and his wife for organising the visit.

The 32nd Series of Industrial Archaeology Lectures commenced on 25th September 2007 with a talk by Dr M Bailey on 'The Life and Works of Thomas Telford'. The last in the lecture series was a talk by Mr M Harverson on 'Mills of the Muslim World'. 47 people signed up for the lecture series and on average there were about 15 visitors at each talk.

Membership of the group currently stands at 123; 98 ordinary, 12 associate, 9 institutional and

4 life members. My thanks go to members of the group and committee members who have supported the work of the group throughout the year.

## **Surrey Local History Committee**

During the year, the Committee organised three events. The Summer Meeting, in July, was based at Haslemere Museum and was very well-attended. It involved a talk on 'Haslemere Museum' by Mr R Muir followed by a tour of the displays and library, lunch provided by the Friends, a talk by Mr H Turrell-Clarke on 'Haslemere Buildings' and a guided tour of the town. We are greatly indebted to Mr Muir and his colleagues for an excellent day. The Local History Symposium held in Chersey in October was on the theme of 'Surrey Bridges and Tunnels'. There were 6 excellent speakers: Mr P Cross-Rudkin on 'The Bridges of Surrey', Mr P Sowan on 'Tunnelling through Surrey: a worm's eye view of the county', Dr D Renn on 'Medieval Bridges in Surrey', Mrs B Lewis on 'Bridges and Tunnels as landscape features in Surrey Gardens', Mr A Norris on 'The Lovelace Bridges at East Horsley' and Mr J Smith on 'Weybridge Railway Bridge: a hard-won bargain'. As usual there was a large number of displays by local history societies from all over the county. The Gravett Award was presented by Dr G Moss to the Horsley Countryside Preservation Society for their display on the Lovelace Bridges. A Spring Meeting on 'Social Insurance: Friendly, Benevolent and Savings Societies' was to be held at Godstone in March but unfortunately had to be cancelled because of difficulties in finding appropriate speakers.

Publication of volume 7, part 4, of *Surrey History*, edited by Mr A Cornwall and Mrs G Crocker, was unfortunately delayed but was eventually distributed to members in May 2008. The articles, which are of a high standard, are on an air disaster on Hankley Common, brewing in Surrey, Surrey tokens of the 19th and 20th centuries, water supply in Surrey and Surrey History Centre accessions of records in 2006.

At the beginning of the year we welcomed Mr J Pooley of the Surrey History Centre to the Committee. However during the year Mr Cornwall resigned as Editor of *Surrey History* and also from the Committee. Also at the end of the year, Professor A Crocker reported that he intended to stand down as Chairman at the end of 2008 and Mrs Crocker stated that she was willing to edit the 2008 issue of *Surrey History*, which would complete volume 7, but was not prepared to edit any further issues. In June 2008 replacements have not been found so that the future of the Committee and its contributions to the Society are in doubt. Nevertheless, a programme of meetings has been planned up to and including Spring 2010.

## **REPORTS FROM GROUPS OF THE SOCIETY**

### **Artefacts and Archives Research Group**

The group is continuing to use the Rover's Den, Ockham Parish Room for its meetings. The Parish Council has allowed the group to have a second storage cupboard which is a great asset.

Following submission of the project design for Stage III of Weston Wood, English Heritage requested that an Access database be compiled of the content of the context records surviving from the site. The work is being carried out by Mrs M Broomfield and Mrs I Ellis.

Work on processing and recording the building material from the excavations in 2006 and 2007 at Ashted Roman Villa is continuing. The flue tile patterns are being recorded, analysed and compared with known examples from the site. Fabric analysis will commence shortly. Mr A Hall and Mrs M Broomfield are continuing to photograph the artefacts from the site held at Guildford Museum and will also be recording relevant finds lodged with Leatherhead Museum. Items from the site held in the British Museum store have been photographed; those on display at the museum are still to be worked on.

Mrs J Hicks is continuing with work on Newark Priory. Mrs I Ellis and Ms J English continue to work on the Bee Garden, Chobham Common and Mrs P Hulse and Mrs R Hooker are cataloguing the artefacts from Holmbury, Anstiebury and Hascombe hillforts.

## **Guildford Archaeology & Local History Group**

A successful programme of meetings for 2006/2007 ended in July 2007 with the annual informal garden party, hosted by Mr and Mrs Anderson. The programme for 2007/2008 included public lectures held on alternate months at Guildford United Reformed Church, with Members' meetings in the intervening months held at Guildford Museum, courtesy of Guildford Borough Council. The public meetings put the history of Guildford into the context of recent archaeological and historical research further afield in the County including fieldwork at Holmbury hillfort, the excavations at the Roman site at Ashtead, and recent research into the history of Old Woking; other topics have included a general overview of recent archaeological investigations in southwest Surrey, and the work of the Artefacts and Archives Research Group. The Members' meetings have heard about developments at Butser Ancient Farm, and the Roman Studies Group's recent work on Roman roads. The Group has, at its meetings, also revisited (though not physically) small-scale excavations undertaken in Guildford in the 1970s by its then members, material from which has been stored privately. As a result, some members have been meeting separately to sort and identify the material so that the 1970s excavations may be published.

A programme of meetings for 2008/2009 is being prepared and the Group is anxious to attract new members to enable it to undertake practical research into Guildford's rich history.

## **Medieval Studies Forum**

The Medieval Studies Forum was launched at a meeting in Leatherhead in June 2007, with further meetings held in October and March. Topics featured included the excavations at Bermondsey Abbey, the development of village morphologies, aspects of Surrey's medieval waterways and of Surrey's medieval churches, Borderware pottery and the development of Bagshot. By the end of the year 51 members of the Society had joined the Forum. The Committee consists of Mrs M Alexander, Mr P Balmer, Mrs P Savage, Mr R Savage and Mr P Stevens.

## **Plateau Group**

Plateau has continued to hold evening meetings twice a month, with additional monthly evening visits and day-trips to sites of historical or archaeological interest. Weekend excavation at Tattenham Way allotments, Banstead finished in late summer 2007, with progress being hampered with near continuous groundwater in the trench. At the AGM, Mr C Bagnall was re-elected Chairman, Mr P Harp Secretary and Ms S Hill Treasurer.

## **Prehistoric Group**

Members of the group continue to pursue a number of projects, some in cooperation with other groups of the Society. The Holmbury hillfort analytical survey has been completed and a report is in preparation; also a damage assessment of the site has taken place and a report of this has been deposited with the Society. New projects are now under discussion. In 2007 the AGM lecture by Mr D McOmish of English Heritage was well attended and has set a standard for the future.

## **Roman Studies Group**

The Group had another successful year. There was as usual a series of monthly talks throughout the winter, which were very well attended, and the Group had a key part in arranging the Roman-themed section of the October SARF conference, including a keynote talk from Professor B Cunliffe. A proposed seminar on water in Roman Britain attracted such good speakers that it developed into a full conference to be chaired by Professor M Fulford. Particular thanks are due to Mr E Walker for the arrangements and publicity, and to Mrs R Hunter and Mrs S Fagg for management of location and audiovisual support both for the conference and for the winter talks.

The settlement sub-group, led by Mr F Pemberton, has nearly completed a report on the Purberry Shot site in Ewell and attention has turned to post-excavation work on the Church Field excavations. Once again, members assisted with the Hatch Furlong project. The roads

sub-group (Mr A Hall) concentrated mainly on the London-Winchester road with fieldwork led by Mr D Calow that provided good results in Hampshire but less certain ones at Flexford and near Tongham. The Iron Age sub-group (Mr E Walker) has checked sites at Puttenham and Wisley but is awaiting completion of a database as the key to constructing a work programme. Mrs N Cowlard is leading a rural settlement sub-group that has developed out of one looking at villas; again a database will be key but work in the Ewell area and centred on the Abinger villa is in progress. Field walking and magnetometer survey near the latter are part of a project aimed at completion of post-excavation work and understanding of the wider context of the villa. The databases mentioned above are the work of Mr Hall, and are nearly complete.

A second season of fieldwork was carried out at the Ashtead Common villa. The site had been cleared by the Estate rangers who also helped in many other ways, including with the supply of a compound and provision of further magnetometer and topographical surveys. Two trenches were opened, one of which established comparative dating for part of the villa plan (room 11 pre-dates rooms 10, 12 and 13) and the other examined the front corridor and debris from the robbing of the villa. This second trench has still to be completed but has produced many useful stratified finds, including wall plaster. Good progress has been maintained with work on all of the finds from the site (led by Mrs M Broomfield), and current work on the ceramic building material has been aided by talks from Dr P Warry and Dr I Betts. A full photographic record has been made by Mr Hall and Mrs Broomfield of finds at the British Museum. The search continues for some of the special finds from Mr A W G Lowther's excavations.

Visits to the Barcombe Roman villa excavations and to Fishbourne were arranged by Mrs Cowlard. Mr C van der Lande has taken on the mantle of arranger of visits. 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 Hall.

## **Villages Study Group**

The Group met twice during the year. Work is well advanced on the drafting and editing of the combined report on Gomshall, Peaslake & Ewhurst, with a view to publication late in 2008 or early in 2009. Work is also progressing on the drafting of the report on Old Woking, with a view to publication in 2009/10. Mr R and Mrs P Savage took over as convenors of the Villages Study Group at the beginning of the year. Following consultation with the members, meetings focussed on developing skills to progress the studies in the future will be held in 2008/9.

## **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, Miss A Monk, Mr E Walker, Mrs E Whitbourn, Mrs M Williams, R Williams, P Youngs.

*Finance Committee:* Miss A Monk (Chairman), A C Sargent (Honorary Treasurer), P Youngs (Secretary to November 2007), D Calow (Secretary from November 2007) 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 S Ashcroft (Secretary to November 2007), Mrs R Hughesdon (Secretary from November 2007), Mrs J Balchin, Miss A Bowey, G Brown, Mrs C Garrard, P Harp, Mrs S Janaway, Miss E Myatt-Price, Mrs G Page, P Tarplee, Mrs M Williams, R Williams.

*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 G M Crocker, D J Turner, D W Williams.

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

*Surrey Local History Committee:* Professor A Crocker (Chairman), Mrs M Vaughan-Lewis (Vice-Chairman), Miss H Davies (Secretary), A Cornwall (Honorary *Surrey History* Editor), Mrs J Balchin, Mrs P Bedwell, Mrs G Crocker, Mrs A Milton-Worssell, Dr G Moss.

*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 2008**

Council for British Archaeology South East	Mrs R J Hooker, P Youngs
Council for British Archaeology London	D Calow
Standing Conference on London Archaeology	Dr 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	Dr G P Moss
Reigate & Banstead Archaeological Committee	Dr 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	S P Dyer, P Hinton
Surrey Hills Joint Advisory Committee	Mrs S Corke
Reigate Roman Kiln Trust	P Youngs

#### **Surrey Archaeological Society staff and working hours (from December 2008)**

ASSISTANT LIBRARIAN: Mrs Hannah Jeffery MCLIP

Monday 9.4-13.00:13.30-16.45

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)

MEMBERSHIP SECRETARY: Mrs Susan Janaway

Thursday 10.00-12.30:13.00-16.15

Friday 10.00-12.30:13.00-14.45

PUBLICATION SALES/LIBRARY ASSISTANT: Mrs Maureen Roberts BA

Tuesday 9.30-12.30:13.00-16.00

Thursday 9.30-12.30



# HONORARY LOCAL SECRETARIES

Organising Secretary: C J W Taylor

## Elmbridge

*Esher, the Dittons,  
East & West  
Molesey  
Vacancy*

## *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 Ettlinger  
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 OED*

## *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, Warmingham & Woldingham*  
Mrs M Saaler  
69 Beechwood Road  
Caterham, CR3 6NB

*Bletchingley, Burstow & Nutfield*  
P F Finch  
3 Ridge Green  
South Nutfield  
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 8S

*Chiddingfold, Hambledon & Hascombe*  
Miss A J Monk  
Bryony Bank  
Beech Hill  
Hambledon  
Nr. Godalming, GU8 4HL

*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 7HJ

## LONDON BOROUGHES:

### 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 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

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 2008**

The Directors present their annual report and financial statements for the year ended 31st March 2008.

**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:-

Miss A J Monk, A G Crocker, R F Muir, the Viscountess Hanworth, D J Turner, G P Moss, Mrs A C Graham, K D 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, Mrs M E Broomfield, Mrs G A Rapson, C E A Walker, A J Bott, G C Brown, Ms T J Cole, Mrs R J Hooker, Mrs R Hunter, Mrs P F Reading, 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, R A Bryson, D W Williams and M Brace.

At the AGM on 25th November 2007 J M Boulton, D Calow, J F Cotton, Mrs N A Cowlard, A R Hall, Mrs R F Hughesdon, Mrs P A Hulse, J S Pile and C J W Taylor were appointed as directors and Mrs M E Broomfield, Mrs G A Rapson and C E A Walker resigned as directors on the termination of their four year term of office. Also on 25th November 2007 D Calow was appointed company secretary on the resignation of P E Youngs from that appointment. On 1st February 2008 R A Bryson and D W Williams were re co-opted and M Brace was co-opted as directors for a one year term

**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 the continuance of research including excavation and publication and to monitor the activities of members engaged in pursuance of 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**

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

17th October 2008

#### **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 2008 set out on pages 22 to 28, 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 2008 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

6 Main Avenue  
Moor Park  
Northwood  
Middlesex, HA6 2HJ

6th November 2008

**SURREY ARCHAEOLOGICAL SOCIETY**  
**A Company Limited by Guarantee**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31st MARCH 2008**

	<i>Notes</i>	<i>2008</i>		<i>2007</i>	
		£	£	£	£
INCOME FROM FIXED ASSET INVESTMENTS	2		57,986		54,133
OTHER OPERATING INCOME	3		62,143		39,571
			<u>120,129</u>		<u>93,704</u>
Operating expenses		110,858		86,580	
Publication expenses		10,981		6,910	
			<u>121,839</u>		<u>93,490</u>
OPERATING (DEFICIT)/SURPLUS	4		(1,710)		214
Interest receivable			28,431		19,645
			<u>26,721</u>		<u>19,859</u>
NET SURPLUS FOR THE YEAR BEFORE INVESTMENT ASSET DISPOSALS			26,721		19,859
Net Realised (Losses) on investment asset disposals			(5,213)		(59,369)
TOTAL NET SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR			<u><u>21,508</u></u>		<u><u>(39,510)</u></u>

The notes form part of these financial statements

**SURREY ARCHAEOLOGICAL SOCIETY**  
**A Company Limited by Guarantee**  
**BALANCE SHEET AS AT 31st MARCH 2008**

	<i>Notes</i>	<i>2008</i>		<i>2007</i>	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	6		21,836		18,074
Investments at market value			<u>1,695,893</u>		<u>1,842,130</u>
			1,717,729		1,860,204
<b>CURRENT ASSETS</b>					
Debtors	7	18,548		13,777	
Cash at bank and in hand		<u>125,420</u>		<u>104,004</u>	
		143,968		117,781	
<b>CREDITORS: Amounts falling due within one year</b>	8	<u>76,370</u>		<u>54,248</u>	
<b>NET CURRENT ASSETS</b>			<u>67,598</u>		<u>63,533</u>
<b>NET ASSETS</b>			<u>1,785,327</u>		<u>1,923,737</u>
<b>CAPITAL AND RESERVES</b>	9				
Opening balance			1,923,737		1,850,998
Surplus/(Deficit) for the year			21,508		(39,510)
Net unrealised (Losses)/Gains on investments			<u>(159,918)</u>		<u>112,249</u>
			<u>1,785,327</u>		<u>1,923,737</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 17th October 2008

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 2008**

	2008 £	2007 £
<b>Resources arising</b>		
Investment income	57,986	54,133
Subscriptions and recoveries	22,917	20,579
Receipts from sale of publications	1,198	1,640
Other income	8,595	6,872
Interest	28,431	19,645
Grants received	29,433	10,480
	148,560	113,349
<b>Resources used</b>		
<b>Direct charitable expenditure</b>		
Functional costs	69,567	49,779
Publications	10,981	6,910
	80,548	56,689
<b>Other expenditure</b>		
Operating	41,291	36,801
	121,839	93,490
<b>Changes in resources before transfers and valuations</b>	26,721	19,859
<b>Other recognised (Losses)/Gains during the year</b>		
Net Realised (Losses) on sales of investments	(5,213)	(59,369)
Net Unrealised (Losses)/Gains on Investment Valuations	(159,918)	112,249
	(165,131)	52,880
<b>Net movement of resources in the year</b>	(138,410)	72,739
Reconciliation of Funds:		
	£	£
Balance brought forward at 1st April 2007	1,923,737	1,850,998
Movement in year:-		
used in year	(138,410)	72,739
	1,785,327	1,923,737
Balance carried forward at 31st March 2008	1,785,327	1,923,737
<b>Represented by:-</b>		
Tangible fixed assets	21,836	18,074
Investments	1,695,893	1,842,130
Current Assets	143,968	117,781
Current Liabilities	(76,370)	(54,248)
	1,785,327	1,923,737
Total net assets at 31st March 2008	1,785,327	1,923,737



**SURREY ARCHAEOLOGICAL SOCIETY**  
A Company Limited by Guarantee

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2008**

*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>2008</i>	<i>2007</i>
	£	£
Grants received	29,433	10,480
Subscriptions and Recoveries	22,917	20,579
Receipts from sales of publications	1,198	1,640
Entrance fees, donations and sundry incomes	1,153	249
Administration Recoveries	3,580	3,578
Lectures, Symposia and Events	1,325	1,619
Guildford Group surplus	20	56
Surrey Industrial History Group surplus	2,135	854
Plateau Group surplus	215	291
Surrey Roman Studies Group surplus	167	225
	<b>62,143</b>	<b>39,571</b>

*NOTE 4*

**OPERATING SURPLUS**

The operating surplus is stated after charging:-

	<i>2008</i>	<i>2007</i>
	£	£
Auditors remuneration	6,750	6,250
Depreciation	4,826	2,857
	<b>11,576</b>	<b>9,107</b>

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2008**  
(Continued)

NOTE 5

**EMPLOYEE INFORMATION**

	2008	2007
	£	£
Staff Costs	18,730	20,422
Social Security Costs	459	681
	<u>19,189</u>	<u>21,103</u>

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

Direct Charitable	1	1
Administration	2	2
Council Members	41	40
	<u>44</u>	<u>43</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 2007	13,783	1,236	15,527	8,560	39,106
Additions	—	7,859	—	729	8,588
At 31st March 2008	<u>13,783</u>	<u>9,095</u>	<u>15,527</u>	<u>9,289</u>	<u>47,694</u>
<b>Depreciation</b>					
At 1st April 2007	Nil	1,215	13,397	6,420	21,032
Charges for the year	—	1,970	533	2,323	4,826
At 31st March 2008	<u>Nil</u>	<u>3,185</u>	<u>13,930</u>	<u>8,743</u>	<u>25,858</u>
<b>Net Book Value</b>					
At 31st March 2008	<u>13,783</u>	<u>5,910</u>	<u>1,597</u>	<u>546</u>	<u>21,836</u>
At 31st March 2007	<u>13,783</u>	<u>21</u>	<u>2,130</u>	<u>2,140</u>	<u>18,074</u>

**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 2008**  
(Continued)

*NOTE 7*

**DEBTORS**

	<i>2008</i>	<i>2007</i>
	£	£
Investment Income	7,393	4,645
Other debtors	3,033	959
Prepayments	8,122	7,773
	<u>18,548</u>	<u>13,377</u>

*NOTE 8*

**CREDITORS**

Amounts falling due within one year

	<i>2008</i>	<i>2007</i>
	£	£
Advance Grants received	22,000	7,268
Subscriptions received in advance	2,076	2,731
Grants	16,961	13,961
Collections and publications	12,250	10,700
Other creditors and accruals	23,083	19,588
	<u>76,370</u>	<u>54,248</u>

*NOTE 9*

**MOVEMENTS IN CAPITAL AND RESERVES**

	<i>Bal @</i> <i>01/04/07</i>	<i>Surplus</i>	<i>Net Realised</i> <i>(Losses)</i>	<i>Net Unrealised</i> <i>(Losses)</i>	<i>Total</i> <i>31/03/08</i>
	£	£	£	£	£
Surrey Archaeological Society	1,890,215	25,413	(5,213)	(159,918)	1,750,497
Group funds incorporated: -					
Surrey Industrial History Group	28,672	2,135	—	—	30,807
Haslemere Group	1,495	—	—	—	1,495
Guildford Group	686	20	—	—	706
Plateau Group	2,196	215	—	—	2,411
Surrey Roman Studies Group	473	167	—	—	640
	<u>1,923,737</u>	<u>27,950</u>	<u>(5,213)</u>	<u>(159,918)</u>	<u>1,786,556</u>

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2008**  
(Continued)

*NOTE 10*

**COMMITMENTS AND CONTINGENT LIABILITIES**

*Capital Commitments*

The Society had no material capital commitments at 31st March 2008.

*Contingent Liabilities*

The Society had no other material contingent liabilities at 31st March 2008 which have not been provided in these accounts.

*NOTE 11*

**MEMBERS' GUARANTEE**

At 31st March 2008, the Company had 886 members (2007: 905). 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 2008**

	<i>2008</i>		<i>2007</i>	
	£	£	£	£
<b>INCOME</b>				
Subscriptions and Recoveries		22,917		20,579
Sale of publications		1,198		1,640
Entrance fees, donations and sundry incomes		1,153		249
Administration Recoveries		3,580		3,578
Annual Events Net (Appendix 2)		1,325		1,619
Groups' surplus		2,537		1,426
Grants Received		29,433		10,480
		62,143		39,571
Investment income		57,986		54,133
Interest		28,431		19,645
		148,560		113,349
<b>EXPENDITURE</b>				
Salaries and professional expenses:-				
Library	11,279		12,939	
Administration	12,964		13,258	
	24,243		26,197	
Library	5,674		6,500	
Office expenses	747		1,241	
Premises and storage	8,857		9,413	
Insurance	3,451		3,326	
Printing, stationery and postage	3,038		2,825	
Committee expenses	843		895	
Subscriptions to allied societies	644		642	
Miscellaneous	1,721		1,035	
South Park	312		100	
Audit Fees	6,750		6,250	
Investment Fees	5,610		5,477	
Community Archaeology	2,000		2,000	
Conservation Expenses	—		2,000	
Computer and Website	5,237		1,551	
Publicity	1,329		642	
Trustee Indemnity	1,173		1,238	
	47,386		45,135	
Excavation	671		165	
Grants Paid (Appendix I)	33,732		12,226	
Publications	10,981		6,910	
Depreciation	4,826		2,857	
		121,839		93,490
Surplus before investment asset disposals		26,721		19,859

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 2008**

**APPENDIX 1**

<b>Society Grants Paid and/or Approved:</b>	£	£
Pottery Report: Tolworth Court Farm		1,500
Reigate Roman Kiln Trust		299
Samian Ware Report: Purbery Shot, Ewell		250
Friends of Woking Palace		250
SCAU: Education Officer		500
Hatch Furlong: Birkbeck College		1,500
		<hr style="width: 100%;"/>
		4,299
<b>External Grants Received and/or to be Disbursed:</b>		
English Heritage: Wanborough	2,680	
English Heritage: ALSF: Weston Wood	12,753	
Surrey County Council: Community Projects	7,000	
Surrey County Council: Cobham	4,000	
Surrey County Council: Historic Buildings	2,500	
SCOLA: St Mary's Barnes	500	
	<hr style="width: 100%;"/>	29,433
		<hr style="width: 100%;"/>
		<u>33,732</u>

**APPENDIX 2**

**Annual Events**

	Receipts	Payments	Surplus/(Deficit)
	£	£	£
2007 Lecture Series	753	528	225
Annual Lecture 2007	644	384	260
SARF Conference	320	335	(15)
SLHC: Autumn	1,036	803	233
ARC Symposium	1,160	542	618
Village Studies/Medieval Forum	463	459	4
	<hr style="width: 100%;"/>	<hr style="width: 100%;"/>	<hr style="width: 100%;"/>
	4,376	3,051	1,325
	<hr style="width: 100%;"/>	<hr style="width: 100%;"/>	<hr style="width: 100%;"/>

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## 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

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