



# SURREY ARCHAEOLOGICAL SOCIETY



*First day of archaeology: community volunteers on a one day course excavating at Woking Palace. Three seasons of excavations at Woking Palace funded jointly by the Society, Surrey County Council and Woking Borough Council have made it possible for over 150 people to take part in the excavations and for over 500 people to visit the site each year*

**ANNUAL REPORT  
2010-2011**

# CONTENTS

Council and Board of Directors .....	3
Honorary Vice-Presidents .....	3
Registered Office (address, e-mail address, telephone and fax) .....	3
Auditors and Examiners .....	3
Investment managers .....	3
Company and Charity Registration numbers .....	3
Annual Report:	
General .....	4
Finance .....	5
Reports from Committees .....	6
Reports from Groups .....	10
Representation .....	13
Staff and Working Hours .....	14
Honorary Local Secretaries .....	15
Annual Accounts	
Directors' Report .....	17
Auditors' Report .....	18
Income and Expenditure Account .....	19
Balance Sheet .....	20
Notes to the Accounts .....	21
Detailed Income and Expenditure Account .....	25
Appendix 1: Grants Paid or Approved .....	26
Appendix 2: Annual Events .....	26
Notices .....	27

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

## COUNCIL AND BOARD OF DIRECTORS

**President:** Miss E L Corke

**Past Presidents:**

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

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

**Vice-Presidents:**

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J F Cotton MA FSA  
Mrs G M Crocker, BA, FSA  
Ms J English  
Professor E C Fernie, CBE, FSA  
Mrs A C Graham

G P Moss, BSc, PhD, ARCS  
A C Sargent, BA, FCA  
R W Savage, MA, FSA  
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 BA, MCLIP

**Legal Adviser:** vacant

**Elected Members:**

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

**Retire 2012:** 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

**Retire 2014:** P Balmer, R Brookman, Mrs A Lea, J Reading, Mrs P Savage, Dr D Taylor

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**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  
Mrs A Watson  
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Mrs V Ettlinger

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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 2010-2011

This is the 156th Annual Report of the Surrey Archaeological Society and the 37th Annual Report of the Board of Directors of the Incorporated Surrey Archaeological Society. The report and accounts are for the period 1 April 2010 to 31 March 2011.

The principal aims of Surrey Archaeological Society are 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 Society carries out excavations, fieldwork and surveys and provides opportunities for members of the public to visit, participate and be trained. The Society arranges meetings, lectures, exhibitions and visits to archaeological sites and places of historical interest and actively encourages research findings to be published in its journals which are increasingly available free of charge on the Society's website. The Society maintains a full specialist lending library where books and publications relating to Surrey's heritage may be consulted free of charge by members of the public. The Society welcomes new members and maintains a low annual membership fee with concessionary fees for associate members and students.

### GENERAL

The Annual General Meeting was held on 20 November 2010 at the Institute, Leatherhead. Miss E L Corke was elected President; Mr K D Graham and Mr R W Savage were elected Vice-Presidents and the Honorary Vice-Presidents, Vice-Presidents and Honorary Officers were re-elected.

The following members of the Society were elected as ordinary members of Council to retire in 2014: Mr P Balmer, Mr R Brookman, Mrs A Lea, Mr J Reading, Mrs P Savage and Dr D Taylor. The retiring members of Council, Mrs J M Balchin, Miss E L Corke, Mr P Harp, Mr A V Norris and Mr R W Savage were thanked for their work on behalf of the Society. M G Beattie & Co Limited were re-appointed as Auditors and Council was authorised to determine their remuneration.

The Society has rented an old school building at Abinger Hammer to store library reserve stock and provide space for research. Guildford Borough Council officers have continued to prepare a bid for a Heritage Lottery Fund grant to redevelop Guildford Museum and Castle. The Society's office and library would be included in the redevelopment and Council officers have re-confirmed their intention to complete negotiations with the Society for a new lease on acceptable terms. The prestige lecture by Dr Jonathan Foyle at the Menuhin Hall in June was well received. The Local History Symposium in October, the Research Framework meeting in November and the Archaeology Symposium in February were impressive and enjoyed by all who attended. The Margary Award was won by the Spelthorne Archaeology and Local History Group.

The Society has further increased its archaeological activity. The Society's magnetometer has revealed remarkable information about sites that would otherwise not have been found and a Total Station has been purchased. The second season of the excavation at Woking Palace was a great success and is reported below. Excavations at Ashtead, Abinger and Flexford have continued to make new discoveries about Roman Surrey.

The Surrey Dendrochronology Project is in its seventh year and good progress has been made towards publication. Society members have worked on transcribing the Tithe apportionments. Dr R Christophers has completed cataloguing the Society's archive of its own documents and these have been transferred on loan to the Surrey History Centre.

The Society has maintained its links with many local and regional bodies. Meetings at Surrey History Centre helped keep close relationships with heritage organisations throughout the County and representation on regional CBA groups and meetings with English Heritage ensured the Society was involved with developments in archaeology at a national level. English Heritage was particularly pleased with the work of Society members monitoring the Scheduled Ancient Monuments in Surrey which was organised by Mr M Rubra.

The Council decided subscription fees would not be increased in 2011.

The members of staff and volunteers at Castle Arch are a great strength of the Society. Mrs E Coburn, Mrs H Jeffery, Mrs S Janaway and Mrs M Roberts are all thanked for their contribution. The Society's computer systems have been upgraded and the Society can reduce postage costs by communicating by email as far as possible. Society members are encouraged to make sure the Society has their up to date email address.

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 thanks are due to Mrs M Broomfield, Mrs I Ellis, Mrs A Graham and Mrs P Savage whose hard work and cheerful enthusiasm makes so much difference. Mr G Stonehouse resigned from his position as Tools Officer during the year and the Society is very grateful to him and Mrs P Hulse for many years of support. Mr R Brookman has taken over responsibility for the tools and Mrs K French has agreed to help. 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 2011, the membership was (31 March 2010 figures in brackets); 7(7) honorary; 5(6) life; 646(630) ordinary; 70(59) associate; 36(34) junior; 9(10) student and 131(136) institutional; total 904(882).

It is with great sadness that the death of the following members is recorded: Mrs S Fry, Mr L J Gorton, Mr L E Green, Mr J K Horne and Sir Martin Wedgwood.

## **FINANCE AND INVESTMENT**

The Society's Accounts for the year to 31 March 2011 are set out in the final section of this report and again show an overall operating deficit on the activities of the year. Although this deficit was less than the budgeted figures, due to general economic conditions prevailing in the year dividend income fell short of projections and very low interest rates yielded minimal income on the Society's temporary surplus funds.

However, the further improvements in the stock market resulted in the value of the Society's investments as shown on the balance sheet rising by 2.6% to £1,831,044 over the year. The portfolio suffered realised losses of £11,492 but yielded unrealised gains of £66,954, a net improvement of £55,462 before investment fees. 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.

Throughout the year, responsibility for the management of the investment portfolio was in the hands of Charles Stanley & Co Ltd and the Society's requirements were subject to periodic review by the Investment Committee.

As envisaged in the previous report, the programme to enhance the office computer systems continued into the year under review. The subscription income was again supplemented by gift aid recoveries in the year. There was an increase in receipts from publications as receipts were enhanced by receipts from the Publishers' Licensing Society.

In most cases administration expenditure was contained within budgeted figures, with increases in line with inflation. Removal costs were incurred for the most part in the transfer of stock from the storage facility to the Abinger Research Centre as reported elsewhere. Publication

expenditure includes the *Bulletin*, the net cost of one issue of the *Collections* and the cost of *Surrey History* consequent upon our arrangements with the previous Surrey History Council. The investment fees incurred are in respect of amounts charged by 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 Committee met four times in the course of the year.

The fourth annual Menuhin Hall lecture was held on Friday, 4 June 2010, at the Yehudi Menuhin School in Stoke D'Abernon. The Architect and Archaeologist, Dr. Jonathan Foyle, formerly Curator of Historic Buildings at the Historic Royal Palaces and now the Chief Executive of World Monuments Fund Britain, spoke on the subject of "*England's Lost Renaissance: Italian Influences on Court Architecture, c 1500-1530*" His thesis on Cardinal Wolsey's Hampton Court led to a British Academy award to research continental influences on early sixteenth century Britain. 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 approximately 90 friends and guests. Our thanks are also due to Charles Stanley & Co. Ltd, the Society's Investment Managers, for their continued sponsorship.

The Committee assisted the Research Committee at the SRF Conference on Building Materials at the Leatherhead Institute on 20 November, providing logistical and technical support.

Sadly, the Committee had to accept the resignation of three members; Professor A Crocker, Mr C Hayward and Lectures Officer, Miss E Corke. We wish Miss Corke every success in her new role as President and thank them all for all their help and expertise over the years.

### **Historic Buildings Committee**

The Committee met twice in the year to consider possible events and research. A tentative start has been made on assembling samples of local stone for the setting up over time of a stone reference collection to be kept at the Society's Research Centre at Abinger.

A grant of up to £200 was granted for the photographic recording of the tower at Farnham Castle, the work being completed within the timescale and budget.

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 continued between meetings.

### **Library Committee**

During this year the Society's new Heritage online catalogue went live and the off-site store was moved from Cranleigh to Abinger. Thanks are due to the Society's Assistant Librarian, Mrs H Jeffery; without her help these projects would not have been successful. The Committee is also grateful for the contribution of its volunteers, Mrs M Williams, Mr R Williams, Miss A Bowey, Mr J Janaway and Dr and Mrs Christophers.

Thanks once again to the work of Mr R Williams and Miss A Bowey, the library opened its doors for Heritage Open Day. A display was also taken to the Archaeology Symposium.

Although the number of visitors dropped this year, the use of items from the Research Collection has again increased considerably and shows a more than threefold increase over the last five years. Remote enquiries from members have also doubled this year, which may reflect the

improvement in ease of searching represented by the new Heritage online catalogue. Thanks are due as always to the Assistant Librarian and, in her absence, to Mrs E Coburn for their hard work during the year.

The Committee would like to thank the following donors for the generous gift of material to the library during the year.

C Abdy, J Athersuch, Mrs J Bateson, Mrs J Bird, D Calow, I Carding, Carshalton District History & Archaeology Society, Compass Archaeology Ltd, C Constable, Miss H Davies, Ms M Dierden, Domestic Buildings Research Group (Surrey), Mrs J English, Epsom and Ewell History & Archaeology Society, Dr J Foyle, Framework Archaeology, A. Hall, J Hodgkinson, Mrs R Hooker, T Howe, Mrs R Hughesdon, Mrs A Lea, Merton Historical Society, M. Miller, Dr A Moir, Dr G. Moss, Museum of London Archaeology, A. Norris, Ons Erfdeel VZW, J Parsloe, Pre-Construct Archaeology Ltd, R Primrose, Mrs P Rainbow, G Robinson, R Savage, SCAU, R Sparkes, Spelthorne Archaeology & Local History Group, P Tarplee, D Turner, West Surrey Family History Society, Ms J White, P. Youngs.

## Library Statistics

	2009/2010	2010/2011
Volumes added	122	198
Items added to Research Collection	168	159*
Volumes withdrawn	2	49
Volumes bound	50	46
Number of loans	594	447
Items consulted from the Research Collection	314	379
Inter-library loans	5	5
Current contents users	3	2
Library visits by members	400	347 (approx.)
Library visits by non-members	112	102
Remote research requests from members	31	63
Remote research requests from non-members	61	70

\*Items added to research collection included 170 items added to the Society's own archive and 349 added to the research collection of which 162 were slides from the Lady Hanworth archive; donated by Viscountess Hanworth. The other main archive added was the Joan Harding archive, donor unknown.

## Publications and Editorial Committee

The Committee has met four times during the year. Three of these were by email only. In future the Committee will meet in person once a year, the other meetings conducted by email only.

Volume 95 of the *Collections* was published during the year. Volume 96 will be published in September 2011 and will include a two year review of Archaeology in Surrey and Surrey in Periodical Literature. Volume IX of *Surrey History* was published in time for the Local History Symposium. The Villages Study volume *Gomshall, Peaslake and Ewhurst* was published as a "print on demand" volume. Six issues of the *Bulletin* were published this year. As the *Bulletin* is now appearing on the internet it was decided to restrict the address of new members to just their locality. It was also decided that modern photographs should not name any individuals shown.

The digitization of the *Collections*, in collaboration with the University of Toronto, has now completed volumes 1 to 66 plus four cumulative indexes for volumes 1 to 70. Work is in progress on the digitization of volumes 67 to 90. When these are ready they will be placed on the ADS website. Currently volumes 1 to 32 and 90 to 95 are available from <http://archaeologydataservice.ac.uk/archives/view/surreyac/>.

The sales of publications in the year totalled £1,543 (including postage). This included the sale of 34 copies of *Hidden Depths*. During the year, £431 was received from the Publishers' Licensing Society in respect of the copying of articles from the *Collections* by educational institutions.

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

## **Research Committee**

The SRF 2010 conference on the subject of building materials was very successful, with a strong programme organised by Mr C Hayward. An enjoyable 2011 spring symposium was pulled together as usual by Mrs A Gaitonde with help from the Committee, which is very grateful to all of those who help behind the scenes at these events.

The Society's Tools Officer, Mr G Stonehouse, and Mrs P Hulse, the Assistant Tools Officer, retired after long service. The Committee is very grateful for all that they have done to look after the tools and persuade the rest of us to do the same. Mr Stonehouse has been replaced by Mr R Brookman and Mrs Hulse by Mrs K French. Purchase of a resistivity meter was agreed following considerable research by Mrs A Lea, who will take responsibility for the machine, and others. A camera and tripod have been bought to make it possible to take overhead photographs of excavations. This equipment will be available for all Society projects and will be the responsibility of Mr A Hall.

The Committee has been very concerned about the need to find a low cost solution to the processing of pottery from the Society's excavations. A very useful report was prepared by Mrs M Broomfield and Mrs E Coburn on the possible development of pottery reference collections and it was decided to make a start by seeking to develop sufficient examples of commonly found material to allow for assessment of finds made in the test pitting programme so that this work could continue. The experience would then be used to develop similar reference material for the Roman and prehistoric periods as required. It is hoped to achieve a method for basic processing and buy in extra specialist help when necessary. At present Mr R Savage is leading on medieval and Mr D Calow on Roman pottery.

The Committee is increasingly concerned about the lack of opportunities for those wishing to attend further education archaeology courses. Those courses that survive have become very expensive. The idea of an educational charity is being explored with Mr H Sheldon, now retired from Birkbeck College. Consideration is also being given to increasing opportunities for training within the fieldwork programmes, partly in the hope that this will increase involvement in activities such as geophysical surveying, but also to allow more fieldwork and other research to take place to a high standard.

Allocations from the 2010-11 budget were agreed for several projects, including the excavations at Abinger, Woking Palace, Flexford and Chiddingfold, photographic recording within Farnham Castle keep, work on the display at the 'pit dwelling' in Abinger, a Woking Palace mortar sample, Villages Study Group test pitting, and work towards completion of the Reigate tile kiln report. The situation with outstanding grants is now mostly resolved and the Committee continues to pursue important unpublished projects. Hard work by Mr R Savage should achieve a publication programme for the Upper Palaeolithic material from Goldsworth Park.

The Committee welcomes information about projects being planned (with dates) to try to coordinate fieldwork and other activity throughout the county. It is also of value to the Committee to know as early as possible if applications for grants are being planned so that this can be taken into account in budget planning.

Mr K D Graham was co-opted as a member of the Committee on his retirement as President and Dr D Taylor has agreed to join to represent the Villages Study Group. The Committee continues to rely heavily on its secretary, Mrs R Hooker, and treasurer, Mr C Hayward, together with support from the Society's President and Secretary.

## **Woking Palace Archaeological Project - 2010**

For the second year running the Society was a major sponsor of the Woking Palace Archaeological Project, making a grant of £6,000 towards the three weeks of excavation in July 2010 and the subsequent post-excavation work. Other major sponsors included Surrey County Council (£9,000) and Woking Borough Council (£5,000) with considerable in-kind assistance from Quaternary and Scientific Research (QUEST, from the University of Reading), Archaeology South East (a unit of University College, London) and Nottingham University. Further work was carried out on the late 15th century and early 16th century ranges of high-status apartments, while an anomaly noted on the 2009 magnetometry survey led to the uncovering of a number of substantial tile-on-edge hearths (undated, but pre-Tudor). Other work in the vicinity of the suspected 14th and 15th century ranges revealed rich kitchen wastes provisionally dated to the early 14th century.

The excavations were again very successful. Over 350 people – including some 50 volunteers from the Society and 150 adults and 140 children in the community archaeology programme - participated in a variety of roles, and as in the previous year over 500 local people visited on the public Open Day.

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 year started with the Group hosting the South East Region Industrial Archaeology Conference at Chertsey Hall on Saturday 24 April. This one day conference had as its theme *'Wings, Wheels & Water'*. About 200 delegates attended to hear a number of talks including one on *Brooklands and the World Land Speed Record* given by Mr G Knowles and *The Croydon Canal (1809-1836)* given by another Group member Mr P Sowan.

The AGM was held on Saturday 10 July at Chilworth Village Hall, where the Conservation Award was presented to the Chilworth Gunpowder Mills Group, after which there was a tour of the former factory site. A few days prior to this, on Monday 5 July, a day school had been held at the nearby Percy Arms featuring work that had been carried out on the industrial buildings on the Chilworth site. The event was organised by Professor A Crocker on behalf of AIA/CBA and was funded by English Heritage.

The 35th series of winter lectures held at the University commenced on 28 September with a talk on watches by Mr D Thompson of the British Museum. Following this talk Ms M Levett arranged for a small group of members to visit the watch collection on 23 March. The group journeyed into the bowels of the museum to see some of the watches mentioned but which were not normally on display. The last lecture in the series was *Carriers & Stage Coaches before and after tumpiking 1680-1840*. This lecture was particularly well attended as it attracted a number of people interested in carriage driving.

Mr K Tythacott supported by Mr G Roles again ran two ten week courses of lectures on Thursday mornings at the Institute in Leatherhead. These courses, which were both over-subscribed, commenced on 23 September with another talk from Mr B Hennegan, this time on the Sopwith Camel. By coincidence the final talk of the second series held on 24 March was on the Vickers Vimy.

Traditionally these courses have had a half-term break which has often been utilized for a visit to a site related to one of the talks. The autumn half-term visit was to the London Transport Museum followed by a visit to the Tower Bridge Exhibition. Members of the course and a small number of other SIHG members also visited the RAF Museum at Hendon for the spring half-term visit. Both visits were well organised, very enjoyable and well attended.

I am pleased to report that Mrs A Lea has agreed to take on the role of treasurer for the group

and that following the resignation of Mr D Evans on health grounds Mrs P Taylor has agreed to take on the role of membership secretary. In a further change to our administration, to enable the group to continue to claim gift aid and to utilize new computer software available at Castle Arch, Surrey Archaeological Society has kindly agreed to assist in collecting our subscriptions. contribution.

## **Surrey Local History Committee**

The Annual Symposium was held on 30 October 2010 at Chertsey Halls. The theme *London's Playground* explored how Surrey has proved a magnet for Londoners to escape to the countryside for leisure and recreation, with particular emphasis on the period 1850 – 1950 when the railways and public transport links opened up travel for ordinary people.

Mr K Grieves spoke on *The pleasure-grounds of London: recreational space in the Surrey Countryside 1850-1950*. As well as showing how the countryside was opened up to city dwellers for leisure and recreation he also talked about emotional attachment to the countryside as life became increasingly urban. The next speaker, Handa Bray, spoke about public access to common land in a talk entitled *Air and exercise - the story of the Hurtwood Control*.

In the afternoon Mr L Bowerman's talk *Awheel in Surrey 1850 – 1950* covered cycling; and Mr G Davies, from the Youth Hostel Association, told us about *The development of the YHA from 1930 to the early 1950s, with particular reference to Surrey*. The afternoon concluded with Mr J Harte on *English Carnival – Derby Day on the Epsom Downs*, the classic 'big day out' for many Londoners.

The Gravett award for the best display was awarded to Send and Ripley History Society for their splendid display on early cycling which included a 'penny farthing' bicycle and dummies dressed as early cyclists. Woking History Society was runner up with Sunbury & Shepperton and Walton & Weybridge both highly commended.

The workshop on parish records *Plague, starvation and sex: parish records and demographic patterns* was held at the Surrey History Centre on 29 January 2011 and was attended by over 30 people. The workshop was led by Dr Catherine Ferguson, who gave an introductory talk in the morning on the historical background to parish registers. Most people probably use parish registers to trace individuals, but Dr Ferguson showed how they can be used to discern demographic patterns using records from Surrey parishes as examples. In the afternoon the meeting split into small groups for a practical session to work on sets of data and after tea reconvened to discuss the findings. The day gave a most interesting insight into the wider use of parish registers for local and social history.

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

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

Finds processing continued on Wednesday evenings at the Rover's Den, Ockham where the recording of the artefacts from the 2010 excavations of the Roman villas at Abinger and Ashted was completed. Work on building material continued at the Granary. The Granary was also used to process the finds from two test pitting days at Old Woking which were completed and made ready for assessment.

The painted plaster from Cocks Farm Abinger 2009 was conserved by MA students at Durham University and returned. The report included photographs and analysis of pigment and mortar.

The Group provided organisation and leadership of on-site finds processing teams for ten weeks of excavations during the year. These were at Flexford, Abinger, Woking Palace, Ashted and at the test pitting at Old Woking. The teams comprised both AARG and other Society members and at Woking Palace members of the local community also took part.

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

The Group has had a successful programme of meetings from September through to June, with all meetings held at Guildford United Reform Church Hall. Talks ranged from evidence for prehistoric settlement in the Guildford area, through Romano-British Flexford and medieval Farnham, Newark Priory and Waverley Abbey, to multi-period Guildford Bridge and Woking Palace, taking in the story of two local dignitaries, Henry Haversham Godwin-Austen and Archbishop George Abbot, and ending with a visit to the Roman villa site excavations at Cock's Farm Abinger. Miss A Monk has agreed to continue as programme organiser for one more year, but a new organiser will then be needed to take forward Miss Monk's excellent work.

## **Prehistoric Group**

The projects of individual members of the Group continued throughout the year.

The AGM of 2010 was followed by a talk by Ms J Sidell of English Heritage on the archaeology of the Lower Thames. A topographical survey of the barrow cemetery on Reigate Heath was undertaken by members of the group and eight known or potential barrows were recorded in detail.

The Lithics section of the group continued to reassess the lithics collections from Guildford Museum. These were recorded on a spreadsheet which will be used to add information and reinterpretation on the database being created for the museum.

The Prehistoric Group worked with Mrs Clarke, the custodian of the Abinger pit dwelling. The display cabinets were refurbished and the building bird-proofed, and new display panels will be designed in house.

## **Roman Studies Group**

The Group had another excellent year, with a conference and a part in another, an interesting winter talks programme, several visits and varied and successful fieldwork which attracted several new members. The Group continued to rely greatly on its secretary, Mr A Hall, and other members of the Committee.

The Group's conference in May (Agriculture and food in southern Roman Britain), arranged by Mr E Walker, was a great success. Oxbow has agreed to publish the papers together with some extras. Work has already begun to prepare a 2012 conference on industry. A joint conference on villas in Kent and Surrey was held with the Council for Kentish Archaeology, providing some interesting comparisons. The programme of winter talks culminated in an extended Group report-back session on a Saturday afternoon to allow sufficient time.

Mr C van der Lande has continued to arrange a full and varied programme of visits. The trip to the Crofton (Orpington) and Keston villas, was followed by visits to Chedworth and Cirencester, and then the excavations at Silchester. The first visit of the 2011 season was to Colchester. In all cases expert local guides added greatly to the value of the visits. Mr K D Graham arranged an extra visit, to the Farnham Pottery, which was much enjoyed by all those lucky enough to take part. Members came away with a much greater appreciation of what was involved in making and decorating pottery in the Roman period.

The Group continued to make considerable use of the Society's magnetometer, with important results giving greater understanding of the setting of the sites at Abinger, Titsey, Alfoldean (for the local group) and Flexford. Excavation at the latter site would not have been possible without the magnetometer surveys. The work at Titsey was carried out at the request of English Heritage and seems to have located evidence for enclosures around the villa originally excavated in the mid 19th century. Exposed walling was also recorded and recommendations made for conservation work on the site. Test excavations near the Six Bells villa in Farnham were negative and excavations to pursue the results of magnetometry at Chiddingfold showed that much of the villa had probably been robbed out although important evidence to date the surrounding ditches was found.

A two week excavation at the Abinger villa proved to be very successful. There can be little doubt that Charles Darwin's well-known trench has now been located and therefore the rooms identified in 1877 can be correctly placed on the ground. Trenches in the field tackled a lime kiln and a ditch that is part of the extensive field system now known north of the villa, both identified by magnetometer survey. The ditch had been backfilled with a large amount of Roman pottery, which suggested that this part of the field system at least had probably gone out of use in the third century or a little later (the pottery has yet to be studied). The ditch proved to have a parallel linear feature immediately adjacent to it on the south side, possibly the setting of a palisade or hedge. Work continued on aspects of the earlier Abinger excavations so that they could be published.

Excavation at Ashtead was also very successful. Part of a new building was found to the west of the villa (with much associated pottery) and the enclosure wall was confirmed further west still. Work on the east end of the villa provided more information about the phasing of walls and floors together with interesting finds of pottery, glass and wall plaster. Further work on the tile kiln revealed sufficient information to show that it was about 3.5m long by 3.25m wide internally, with eight cross flues (almost certainly of the inclined flue type) and a deep central flue backfilled with tightly packed tile and clay over a thick layer of charcoal. The burnt surviving top of the flue was sampled by a team from the Museum of London and the results indicated a last firing for the kiln in the early third century. This was sufficiently close to the likely date of the last phase of the villa to suggest that the raising of each could have been carried out at the same time. At the end of the excavation it was found that an earlier tile kiln was sealed beneath the one that had been examined, and therefore more work would be needed in the 2011 season. A further programme of scientific testing of tiles possibly from Ashtead is being led by Dr I Betts (samples from sites such as Fishbourne, Chelmsford and St Albans are being examined). In the spring resistivity survey and test pitting provided more information about the area of the building located last year and suggested a probably medieval ditch cutting across diagonally just to the west of the tile kilns.

Excavation continued at Flexford directed by Mr D Calow. A probable ritual deposit was found in October that included a samian vessel unique in Britain, other good-quality pottery and glass with possible evidence for tin or pewter working (very unusual). Three further slag-filled gullies were found, one with the remains of a small furnace at one end. Continued work on the flint-cobbled area revealed more probable post-holes and it appeared that there might be at least two structures on different alignments. The ditch in the north-east corner of the main field was traced into the field to the north, despite not having been found there by the magnetometer survey. It appeared that the ditch may have been re-cut on the same alignment slightly to the south, perhaps another indication of different phases. The finds continued to suggest that the site is more than that of a simple countryside habitation; apart from indications of working in more than one metal and large amounts of pottery, some of high quality, excavations have produced a fine stylised copper alloy board, lead weights and a copper alloy fitting probably from a scale pan. The Society's new high-level tripod and camera proved their worth with overhead photographs of all trenches.

## **Medieval Studies Forum**

Three very successful all-day meetings of the Medieval Studies Forum were held during year. A smaller group, led by Mr D Hartley and Mr S Nelson, visited the LAARC for a study day on medieval pottery as part of the preparations for setting up a group of volunteers to analyse medieval pottery from past unpublished excavations and from the Society's new test-pitting programme. The Society gratefully acknowledges the receipt of a grant of £750 from the CBA Challenge Fund to help fund the production of a medieval pottery type series collection for Surrey and work on this was well in hand by Mr P Jones of SCC Heritage Enterprises at the end of the year.

The first of the full Forum meetings, in June 2010, was on aspects of the road and bridge network of medieval Surrey with Professor J Blair as the lead speaker. The second, in November, was on agriculture and the third, in March 2011, was a joint meeting with the Villages Study Group on the potentialities of test-pitting with the principal address given by Dr Carezza Lewis.

## Villages Study Group

The major event of the year was the publication, just before Christmas, of the Gomshall, Peaslake and Ewhurst study, which has been very well received. The only meeting of the year was that held jointly with the Medieval Studies Forum in March on the subject of test-pitting.

Following the commencement of a test-pitting programme in Old Woking in March 2010, two further weekends in March 2011 saw the excavation of a further eight test-pits in locations in the heart of the settlement, again using the CORS ("Currently Occupied Rural Settlement") methodology devised at Cambridge University. The preliminary results indicated a more complex development of Old Woking than that assumed in the past.

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

## COMMITTEE MEMBERSHIP

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

*Historic Buildings Committee:* Mr A Norris (Chairman), Mr P Youngs (Secretary), Mr R Greening, Mr D Higgins, Mr R Savage, Mr P Stevens, Mr D Turner.

*Library Committee:* Mr D Turner (Chairman), Miss A Bowey, Dr R Christophers, Mrs C Garrard (Surrey Heritage), Mr P Harp, Mrs R Hughesdon (Honorary Librarian), Mrs H Jeffery (Secretary), Mrs G Page, Mr P Tarplee, Mr R Williams, Mrs M Williams, Mr P Youngs.

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

*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), Mr P Jones (Honorary *Bulletin* Editor), Mrs A McCormack (Honorary *Surrey History* Editor), Mrs G Crocker, Mr D Turner, Mr D W Williams.

*Research Committee:* Dr D Bird (Chairman), Mrs R Hooker (Secretary), Mr C Hayward (Treasurer), Mrs J Balchin, Mrs M Broomfield, Mr K D Graham, Mr P Harp, Mr A Norris, Mr R Savage, Dr D Taylor, 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 Crocker (President), Mr R Bryson (Chairman), Mr A Thomas (Secretary), Mr R Turier, Mr D Evans (Membership Secretary), Mrs G Crocker, Mr C Mann, Dr G P Moss, Mr J Spencer (*Newsletter* Editor), Mr P Tarplee, Mrs P Taylor, Mrs M Levett, Mr K Tythacott.

## REPRESENTATION at 31st March 2011

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

Mr R J Hooker, P Youngs  
D Calow  
K D Graham  
D Calow, Miss E Corke  
Dr G P Moss  
Dr 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 Amanda Clements

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

Mrs Emma Coburn will be on maternity leave for one year from December 2011

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

Mrs N Cowland  
1 Norman Avenue  
Epsom  
Surrey KT17 3AB

## 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, Merrow, Burpham, Stoke & Stoughton*

D Calow  
14 Beech Lane  
Guildford  
GU2 4ES

## *Tongham, Puttenham & Wanborough*

R Briggs  
76 The Street, Puttenham  
Guildford GU3 1AU

## *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*  
Mrs P Hulse  
Lyncroft  
East Horsley  
Surrey KT24 5DE

## *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 Ettliger  
Royden Cottage  
Cliftonville  
Dorking, RH4 2JF  
and  
F Pemberton  
Rose Cottage  
5 Flint Hill  
Dorking RH4 2LL

## *Abinger & Wotton*

Miss E Corke  
Eversheds  
Abinger Hammer  
Dorking RH5 6QA

## *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

## *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

## *Charlwood, Horley*

Mrs R J Hooker  
59 Thornton Place  
Horley, Surrey, RH6 8RZ

## Runnymede

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

*Egham & Thorpe*  
Vacancy

**Spelthorne**  
P Bailey  
23 Manygate Lane  
Shepperton  
Middx TW17 9EQ

**Surrey Heath**  
*Camberley, Frimley,  
Bagshot, Bisley, Chobham,  
Windlesham*  
P Stevens  
22 The Avenue  
Camberley, GU15 3NE

*Mytchett, Frimley Green &  
Deepcut*  
J Emuss  
236 Mytchett Road  
Mytchett  
Camberley GU16 6AF

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

*Bletchingley, Burstow &  
Nutfield*  
Vacancy

*Godstone, Home &  
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 0QR

*Hambledon*  
Miss A Monk  
Bryony Bank  
Woodlands Road  
Hambledon GU8 4HL

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

*Hascombe & Chiddingfold*  
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  
BOROUGHES:**

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

*Coulsdon, Purley,  
Sanderstead & Farleigh*  
C J W Taylor  
14 The Chase  
Coulsdon  
Surrey CR5 2EG

**Kingston upon  
Thames**  
J F Cotton  
58 Grove Lane  
Kingston upon Thames  
Surrey KT1 2SR

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

**Merton**  
Vacancy

**Richmond upon  
Thames**  
P Brown  
72 The Avenue  
Richmond, Surrey

**Sutton**  
*Sutton & Cheam*  
R Brookman  
22 Chalgrove Road  
Sutton, Surrey SM2 5JL

*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 2011**

**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 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, Ms R Lambert, J Spencer, C J van der Lande, D W Williams, C C Hayward, Mrs R J Hooker, Dr G C Lachelin, T Wilcock, P Balmer, R Brookman, Mrs A Lea, J Reading, Mrs P Savage, Dr D Taylor.

At the AGM on 22 November 2010 P Balmer, R Brookman, Mrs A Lea, J Reading, Mrs P Savage, Dr D Taylor were appointed as further directors and Mrs J M Balchin, P Harp, and A V Norris resigned as directors on the termination of their four year term of office.

**Investment Strategy**

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 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 need to be maintained and expenditure year on year geared to available 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 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 its financial position at the end of the year. In preparing financial statements the directors/trustees should follow best practice and:

- select suitable accounting policies and 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 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.

**Independent Examiners**

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

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

23 September, 2011

**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 2011 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 Chapter 3 of part 16 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, 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 purposes 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) and for satisfying themselves that the accounts give a true and fair view. Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board (APB's) ethical standards for auditors.

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 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 required 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 financial statements. 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 on the financial statements**

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 2011 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.

**Opinion on other matters prescribed by the Companies Act**

In our opinion the information given in the Trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 required us to report to you, if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remunerations specified by law are not made; or
- we have not received all the information and explanations we require for the audit.

6 Main Avenue  
Moor Park  
Northwood  
Middlesex, HA6 2HJ

5<sup>th</sup> October 2011

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

**SURREY ARCHAEOLOGICAL SOCIETY**  
**A Company Limited by Guarantee**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31st MARCH 2011**

	<i>Notes</i>	<i>2011</i>		<i>2010</i>	
		£	£	£	£
INCOME FROM FIXED ASSET INVESTMENTS	2		73,767		46,277
OTHER OPERATING INCOME	3		<u>30,330</u>		<u>27,587</u>
			104,097		73,864
Operating expenses		102,132		91,445	
Publication expenses		<u>11,045</u>		<u>8,887</u>	
i			113,177		100,332
OPERATING (DEFICIT)	4		(9,080)		(26,468)
Interest receivable			<u>219</u>		<u>7,877</u>
			(8,861)		(18,591)
EXTRAORDINARY RECEIPTS					
Grants and allocations written back			<u>–</u>		<u>917</u>
					917
NET (DEFICIT)/SURPLUS FOR THE YEAR BEFORE INVESTMENT ASSET DISPOSALS			(8,861)		(17,674)
Net Realised Gains (Losses) on investment asset disposals			<u>(11,492)</u>		<u>97,501</u>
TOTAL NET SURPLUS/(DEFICIT) FOR THE FINANCIAL YEAR			<u><u>(20,353)</u></u>		<u><u>79,827</u></u>

The notes form part of these financial statements

**SURREY ARCHAEOLOGICAL SOCIETY**  
**A Company Limited by Guarantee**  
**BALANCE SHEET AS AT 31st MARCH 2011**

	<i>Notes</i>	<i>2011</i>		<i>2010</i>	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	6		32,440		33,251
Investments at market value			<u>1,831,044</u>		<u>1,784,510</u>
			1,863,484		1,817,761
<b>CURRENT ASSETS</b>					
Debtors	7	11,284		10,345	
Cash at bank and in hand		<u>57,074</u>		<u>57,461</u>	
		68,358		67,806	
<b>CREDITORS: Amounts falling due     within one year</b>	8	<u>72,112</u>		<u>72,438</u>	
<b>NET CURRENT (LIABILITIES)/ASSETS</b>			(3,754)		(4,632)
<b>NET TOTAL ASSETS</b>			<u><u>1,859,730</u></u>		<u><u>1,813,129</u></u>
<b>CAPITAL AND RESERVES</b>	9				
Opening balance			1,813,129		1,580,944
Surplus/(Deficit) for the year			(20,353)		79,827
Net unrealised Gains (Losses) on investments			<u>66,954</u>		<u>152,358</u>
			<u><u>1,859,730</u></u>		<u><u>1,813,129</u></u>

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 2011**

*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>2011</i>	<i>2010</i>
	£	£
Subscriptions and Recoveries	22,582	22,061
Receipts from sales of publications	1,543	855
Donations and sundry incomes	490	618
Lectures, Symposia and Events	1,248	1,908
Guildford Group (deficit)/surplus	(126)	207
Surrey Industrial History Group surplus	3,231	1,633
Plateau Group	–	–
Surrey Roman Studies Group surplus	412	305
Grants Received	950	
	<u>30,330</u>	<u>27,587</u>

*NOTE 4*

**OPERATING (DEFICIT)**

The operating (deficit) is stated after charging:-

	<i>2011</i>	<i>2010</i>
	£	£
Auditors remuneration	7,300	7,000
Depreciation	8,065	6,613
	<u>15,365</u>	<u>13,613</u>

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011**  
(Continued)

*NOTE 5*

**EMPLOYEE INFORMATION**

	<i>2011</i>	<i>2010</i>
	£	£
Staff Costs	23,418	21,686
Social Security Costs	1,314	605
	<u>24,732</u>	<u>22,291</u>

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

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

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

*NOTE 6*

**TANGIBLE ASSETS**

	<i>Research Material Maps and Prints</i>	<i>Excavation Equipment</i>	<i>Other Equipment</i>	<i>Computer Equipment etc</i>	<i>2011</i>
<b>Cost</b>	£	£	£	£	£
At 1st April 2010	13,783	9,253	15,527	29,257	67,820
Additions	—	1,154	475	5,625	7,254
At 31st March 2011	<u>13,783</u>	<u>10,407</u>	<u>16,002</u>	<u>34,882</u>	<u>75,074</u>
<b>Depreciation</b>					
At 1st April 2010	Nil	5,840	14,629	14,100	34,569
Charges for the year	Nil	1,142	343	6,580	8,065
At 31st March 2011	<u>Nil</u>	<u>6,982</u>	<u>14,972</u>	<u>20,680</u>	<u>42,634</u>
<b>Net Book Value</b>					
At 31st March 2011	<u>13,783</u>	<u>3,425</u>	<u>1,030</u>	<u>14,202</u>	<u>32,440</u>
At 31st March 2010	<u>13,783</u>	<u>3,413</u>	<u>898</u>	<u>15,157</u>	<u>33,251</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 2011**  
(Continued)

*NOTE 7*

**DEBTORS**

	<i>2011</i>	<i>2010</i>
	£	£
Investment Income	7,243	2,512
Other debtors	1,636	134
Prepayments	2,405	7,699
	<u>11,284</u>	<u>10,345</u>

*NOTE 8*

**CREDITORS**

Amounts falling due within one year

	<i>2011</i>	<i>2010</i>
	£	£
Advance Grants received	8,417	10,847
Subscriptions received in advance	2,647	3,202
Grants	10,818	13,729
Collections and publications	12,240	12,848
Other creditors and accruals	37,990	31,812
	<u>72,112</u>	<u>72,438</u>

*NOTE 9*

**MOVEMENTS IN CAPITAL AND RESERVES**

	<i>Bal @ 01/04/10</i>	<i>(Deficit)/ Surplus</i>	<i>Extraordinary Receipts</i>	<i>Net Investment Gains</i>	<i>Total 31/03/11</i>
	£	£	£	£	£
Surrey Archaeological Society	1,778,084	(12,378)		55,462	1,821,168
Group funds incorporated: -					
Surrey Industrial History Group	28,896	3,231			32,127
Haslemere Group	1,495	—			1,495
Guildford Group	1,092	(126)			966
Plateau Group	2,386	—			2,386
Surrey Roman Studies Group	1,176	412			1,588
Total	<u>1,813,129</u>	<u>(8,861)</u>	<u>—</u>	<u>55,462</u>	<u>1,859,730</u>

SURREY ARCHAEOLOGICAL SOCIETY  
A Company Limited by Guarantee

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2011**  
(Continued)

*NOTE 10*

**COMMITMENTS AND CONTINGENT LIABILITIES**

*Capital Commitments*

The Society had no material capital commitments at 31 March 2011.

*Contingent Liabilities*

The Society had no other material contingent liabilities at 31 March 2011 which have not been provided in these accounts.

*NOTE 11*

**MEMBERS' GUARANTEE**

At 31 March 2011, the Company had 904 members (2010: 882). 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 2011**

	<i>2011</i>		<i>2010</i>	
	£	£	£	£
<b>INCOME</b>				
Subscriptions and Recoveries		22,582		22,061
Sale of publications		1,543		855
Entrance fees, donations and sundry incomes		490		618
Grants Received		950		–
Annual Events Net (Appendix 2)		1,248		1,908
Groups' surplus/(deficit) (net)		3,517		2,145
		30,330		27,587
Investment income		73,767		46,277
Interest		219		7,877
		104,316		81,741
 <b>EXPENDITURE</b>				
Salaries and professional expenses:-	29,253		27,531	
Library	5,962		6,021	
Office expenses	820		697	
Premises and storage	12,234		12,718	
Insurance	3,716		3,607	
Printing, stationery and postage	3,353		2,909	
Committee expenses	926		1,083	
Subscriptions to allied societies	726		718	
Miscellaneous	1,330		1,859	
Removal Expenses	4,289		–	
Audit Fees	7,300		7,000	
Investment Fees	10,701		5,335	
Computer and Website	2,655		2,344	
Publicity	–		314	
Trustee Indemnity	840		822	
Legal Fees	654		403	
	55,505		45,830	
Excavation	2,236		1,151	
Grants (Appendix I)	7,072		10,320	
Publications	11,045		8,887	
Depreciation	8,065		6,613	
		113,117		100,332
(Deficit) before extraordinary receipts and investment asset disposals		(8,861)		(18,591)

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 2011**

**APPENDIX 1**

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

	£
Woking Palace	6,000
Woking Palace (Supplemental)	100
Frensham Sceptre Drawings (Shortfall)	22
	6,122

**External Grants :**

	£
CBA South East	200
CBA Challenge Fund	750
	950
	7,072

**APPENDIX 2**

**Annual Events**

	Receipts	Payments	Surplus/(Deficit)
	£	£	£
Annual Lecture 2010	952	972	(20)
SRF Conference	762	311	451
Medieval Studies Forum	770	534	236
Villages Study	207	173	34
SLHC: Autumn	592	584	8
ARC: Symposium	943	404	539
	4,226	2,978	1,248

This page does not form part of the statutory financial statements

# NOTICES

## Membership

Subscriptions are for the financial year and are due on 1 April. Ordinary members: £25; associate members (living at the same address as an ordinary member): £2; full time 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*, *SIHG Newsletter* 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. Members are trained in wide variety of skills including geophysics, surveying, drawing, finds processing as well as excavating, 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](mailto:info@surreyarchaeology.org.uk)

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



*Rare copper alloy figurine of a boar. Late Iron Age – Early Roman. Found by Society student member Henry Wilson during excavations at Flexford (photograph by Alan Hall)*