



SURREY ARCHAEOLOGICAL SOCIETY



*Archaeology in Surrey at 12:30
Lucy's kind hospitality at Rowhurst May 2022*

ANNUAL REPORT 2021-2022

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CONTENTS

Trustees' Annual Report:	
Reference and Administrative Details	2
Structure, Governance and Management	3
Objectives and Activities	6
Achievements and Performance	7
Financial Results of Activities and Events	13
Plans for Future Periods	14
Independent Examiner's Report	15
Financial Statements:	
Statement of Financial Activities – current year	16
Statement of Financial Activities – prior year	17
Balance Sheet	18
Notes to the Financial Statements	19

SURREY ARCHAEOLOGICAL SOCIETY

TRUSTEES ANNUAL REPORT 2021-22

The Trustees present their report and the financial statements of Surrey Archaeological Society for the year ended 31 March 2022.

REFERENCE AND ADMINISTRATIVE DETAILS

The Trustees of the charity and the Directors of the company:

President: Mrs N Cowlard

D G Bird BA, PhD, FSA (Past President)
C Coombe
K D Graham FSA (Past President)
R A Bryson

D Calow (Secretary)
M A Edwards FCA (Treasurer)
Ms C Pittman (Librarian and Archivist)
T Wilcock

Vice-Presidents, Honorary Officers and Elected Members, who are members of Council but not Trustees/Directors:

Vice-Presidents:

J F Cotton, BA, MA, FSA
J English, MA, PhD, FSA
Mrs A C Graham

Mrs R Hooker
G P Moss, BSc, PhD, ARCS
R W Savage, MA, FSA

Honorary Officers:

Joint Editors: Mrs A C Graham, Ms S Hill, J S Pile
Editor of the *e-Newsletter* and *Surrey's Past*: Dr A Sassin

Elected Members:

Retire 2022: Dr P Balmer, Mr R Briggs, Mrs B Fice, Dr S Maslin, Dr D R Rudling, Mrs L Spencer
Retire 2023: Dr M Alexander, Mr N Bond, Mr T Clay, Mr M O'Connell, Mrs S Solarski, Mrs P Taylor
Retire 2024: Mr M Butcher, Mrs K French, Mrs H Jeffery, Mr J Peters, Mr M Rose, Mrs P Savage
Retire 2025: Mrs E Coburn, Dr M-J Dawson, Mrs M Sargent, Mr J Brown, Mr C Holland, Mr S Howard

Honorary Vice-Presidents, who are not members of Council or Trustees/Directors, as at 31 March 2022:

Miss A J Monk (Past President)
J Boulton
R A Christophers, MA, PhD
D C H Combe

Professor E C Fernie, CBE, FSA
A R Hall MA
A C Sargent BA, FCA
P A Tarplee

REGISTERED OFFICE: Research Centre, Hackhurst Lane, Abinger Hammer, Surrey RH5 6SE
Telephone: 01306 731275; e-mail: info@surreyarchaeology.org.uk; web: www.surreyarchaeology.org.uk

COMPANY REGISTRATION NO: 01160052

REGISTERED CHARITY NO: 272098

INDEPENDENT EXAMINER: Kerry Gallagher, FCA DChA of RSM UK Tax and Accounting Limited, Davidson House, Forbury Square, Reading, Berkshire RG1 3EU

INVESTMENT MANAGER: Charles Stanley & Co. Ltd, 1 Bishops Wharf, Walnut Tree Close, Guildford GU1 4UP

STRUCTURE, GOVERNANCE AND MANAGEMENT

Surrey Archaeological Society was inaugurated on 12 May 1854, incorporated as a company with limited liability on 23 January 1974 and registered as a charity on 13 February 1974. The governing document is the company's Articles of Association dated 18 November 2017. This is the 167th Annual Report of Surrey Archaeological Society and the 48th Annual Report of the incorporated Surrey Archaeological Society. The report and financial statements are for the period 1 April 2021 to 31 March 2022. The Society is governed by the Board of Trustees who are advised by the Council, which meets four times a year, and which includes the Trustees, Vice-Presidents and Honorary Officers each of whom is elected at the Annual General Meeting. The Council also includes up to twenty-four members of the Society, six of whom are normally elected at each Annual General Meeting to serve four years. From time to time, members are co-opted to the Council and people from local Heritage organisations are invited to attend.

The Society has Committees and Groups that report to the Council. The Society's investments are managed by an independent investment manager appointed by the Society and supervised by the Investment Committee within guidelines decided by the Trustees. The Research Committee guides research policy and, subject to annual budgets decided by the Trustees, and approvals decided by the Council for grants over £2,500, awards grants to the public and funding for members' projects. The Library and Archives Committee manages the Society's library, archives and artefacts, decides purchases and recommends disposals subject to review by the Council. The other committees and groups allow members to follow special interests. Each Committee and Group includes Trustees of the charity as ex-officio members.

Committee members as at 31 March 2022:

Library and Archives Committee: Ms C Pittman (Chair), Dr M Alexander, T Clay, Miss E Corke, Mrs C Garrard (Surrey Heritage), Mrs H Jeffery (Secretary), Miss A Morrison, T Wilcock, P Youngs.

Publications and Editorial Committee: Dr G P Moss (Chair), Mrs A C Graham (Joint Honorary Editor), Ms S Hill (Joint Honorary Editor), J Pile (Joint Honorary Editor), Mrs R Hooker (Secretary), Ms Lesley Collett (Illustrations Editor).

Research Committee: Miss E Corke (Chair), Dr D Bird, R Briggs, Mrs N Cowlard, Mrs I Ellis, Dr C Ferguson, K D Graham, Mrs R Hooker (Secretary), Ms C Pittman, Dr G Moss, Dr A Sassin, Mrs L Spencer, Mrs P Taylor, T Wilcock. Non-voting members: Dr P Balmer, Dr G Lachelin, Ms R Lambert, A Norris.

Surrey Local History Committee: Dr G P Moss (Chair), Mrs J Balchin, (Secretary), Dr C Ferguson, Dr J Pooley, Dr A Sassin, P Stevens, Dr D C Taylor.

Surrey Industrial History Group Committee: R Bryson (Chair), H Anscombe (Secretary), J Bourne, S Dennison (Newsletter Editor), M Herbert, Dr G P Moss, Mrs P Taylor (Vice-Chair and Membership Secretary), J Spencer, M Watson (Information Officer).

Outreach Committee: T Wilcock (Chair), Miss E Corke, Mrs R Hooker, Mrs H Jeffery, Mrs M Korndorffer (Secretary), Dr A Sassin, Mrs L Spencer.

Method of recruitment, election and training of trustees and members of Council

Trustees/Directors and members of Council are elected from the membership of the Society at the Annual General Meetings and are normally selected from those members who are particularly interested and who have skills of value to the Society. Each new Trustee and each new member of the Council receives an induction pack that sets out responsibilities and good practice, explains the policies of the Society and provides copies of previous minutes.

Risk management

The Council assesses the potential risks to the Society each year and prepares a five-year rolling strategy to mitigate risks identified and guide new developments. The main risks identified relate to not achieving a broad-based and diverse membership and a consequent shortage of active and experienced members. The risks are mitigated by developing the use of Social Media, increased training opportunities and appointing an Outreach Project Manager.

Professional indemnity insurance

Surrey Archaeological Society has insurance to provide an element of professional indemnity cover for Trustees and Directors amounting to £250,000 in respect of any one claim. The cost of this policy to the charitable company for 2021-22 was £650 (2020-21: £719).

Trustees' and Directors' responsibilities in the preparation of financial statements

The Trustees, who are also the Directors of Surrey Archaeological Society for the purposes of company law, are responsible for preparing the Trustees' annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law, the Trustees have prepared the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed subject to any material 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 charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom regarding the preparation and dissemination of financial statements may differ from legislation of other jurisdictions.

Independent Examiner

Kerry Gallagher, FCA DChA of RSM UK Tax and Accounting Limited has indicated her willingness to continue in office.

Statement as to Disclosure of Information to the Independent Examiner

The Trustees and Directors at the date of approval of this Trustees' annual report confirm that, in so far as each of them is aware, there is no relevant information of which the charitable company's independent examiner is unaware, and the Trustees and Directors have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

Surrey Archaeological Society staff

Administrator and Assistant Librarian: Mrs Hannah Jeffery MCLIP
09.45-13.00 and 13.30-16.45 on Monday, Tuesday and Wednesday

Outreach Project Manager: Dr Anne Sassin (18 hours per week)

Representation on local committees at 31 March 2022:

Council for British Archaeology South East	Mrs R J Hooker
Council for British Archaeology London	M Rose
Reigate Heath Management Committee	Mrs J Newell
Southwark and Lambeth Archaeological Excavation	Dr G P Moss
Standing Conference on Portable Antiquities	K D Graham
SCC Historic Environment Group	Mrs N Cowlard, D Calow
Surrey Hills Board (advisory member)	Dr A Sassin
Surrey Museums - Archaeological Curators Group	D Calow
Woking Palace Consultative Panel	R Savage, Mrs P Savage

Honorary Local Secretaries

<i>Cobham, Oxshott & Stoke D'Abernon</i> Dr D C Taylor	<i>Reigate, Redhill, Merstham & Gatton</i> R L Ellaby
<i>Epsom & Ewell</i> Mrs N A Cowlard	<i>Addlestone, Chertsey, Ottershaw & Woodham</i> Mrs P McKenna
<i>Albury, Chilworth, Shere & St Martha</i> A V Norris	<i>Alfold, Cranleigh, Dunsfold, Ewhurst and Hascombe</i> Dr J English
<i>Ash, Normandy, Pirbright & Worplesdon</i> R Wild	<i>Dockenfield, Farnham and Wrecclesham</i> K D Graham
<i>The Clandons, Effingham & the Horsleys</i> Mrs A Vallis	<i>Elstead, Frensham, Hale, Peper Harrow, Runfold, Thursley, Tilford, Witley</i> T Wilcock
<i>Guildford, Artington, Burpham, Merrow, Peasmarsh, Shalford, Stoke & Stoughton, Puttenham, Wanborough</i> D Calow	<i>Hambleton</i> Miss A Monk
<i>Seale and Tongham</i> T Wilcock	<i>Woking</i> Mr R and Mrs P Savage
<i>Abinger & Wotton</i> Miss E Corke	<i>Croydon</i> C J W Taylor
<i>Ashted and Leatherhead</i> N Bond	<i>Kingston upon Thames</i> J F Cotton
<i>Dorking, Brockham, Mickleham, Milton, Westcott</i> F Pemberton	<i>Merton</i> Mrs R Turner
<i>Fetcham & the Bookhams</i> P Stanley	<i>Richmond upon Thames</i> P Brown
<i>Banstead, Chipstead, Kingswood, Woodmansterne, Walton</i> C J W Taylor	<i>Sutton</i> M Rose
<i>Charlwood, Horley</i> Mrs R J Hooker	<i>Organising Secretaries</i> Nigel Bond and Martin Rose

Membership

Subscriptions are for the financial year and are due on 1 April. Subscriptions for 2022-23: ordinary members: £30; associate members (living at the same address as an ordinary member): £5; full time student members (between 21 and 26): £12.50; junior members (16 to 20): £6; junior members living at the same address as an ordinary member: free; institutional members in Surrey: £30; elsewhere in UK: £40; overseas: £50. Application forms are available on the Society's website and from the Secretary. Cheques should be payable to Surrey Archaeological Society.

Members are asked to inform the Secretary of a change of address. Members are also asked to inform the 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 legacies and donations that 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 significant archaeological finds relating to Surrey.

Contributions for publications

The Editors are pleased to consider articles, notes and reports for publication in the *Collections*, *Surrey History*, the *e-Newsletter*, *Surrey's Past*, *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.

OBJECTIVES AND ACTIVITIES

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 research, excavations, fieldwork and surveys and provides opportunities for the public to visit its sites and for members to train and participate in its activities. The Society arranges meetings, lectures, exhibitions, 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 an extensive specialist lending library where books and publications relating to Surrey's heritage may be consulted free of charge by members of the public. Membership of the Society is open and new members are welcome.

The Society published the Surrey Archaeological Research Framework (SARF). This is available free of charge on the Society's website and provides the basis by which the Society's research and activity can be measured and expenditure allocated. This important project was developed with other key heritage organisations in Surrey. Local History conferences and meetings provide opportunities for members of local societies to extend their knowledge and demonstrate the results of their research. These events are publicised on the Society's website and in its regular *e-Newsletter* and in *Surrey's Past*.

The Society makes grants to members of the public and supports projects arranged by its members that contribute towards answering questions raised in the Research Framework. Grants up to and including £2,500 are decided by the Research Committee while grants over £2,500 are decided by the Council. Application forms are available on the Society's website and should be submitted to the secretary of the Research Committee. Applications are assessed on the basis of the relevance of the subject to the Research Framework and the probability that the project will be completed correctly, within the time agreed and, most importantly, that the results will be published. The Society is independent but has shared membership with local, regional and national Heritage organisations. Its local links are with Guildford Museum, Surrey History Centre, Surrey Historic Environment Group, Historic England and many Surrey based local history and archaeological societies and museums. Society members actively support regional groups of Industrial Archaeologists, the Council for British Archaeology as well as Societies in neighbouring counties. The Society maintains links with universities in the region with heritage departments.

It is with great sadness that the deaths of the following members are recorded: Ms Celia Bailey, Miss Anne Bowey, Mr A Burr, Dr Ian Dormor, Mr John Hadwin, Mr Christopher Hasler, Mrs Beryl Higgins, Mr David Lea, Mrs J Malyon, Mr Martin Morris, Mr Anthony Smith, Mr Geoff Stonehouse, Mrs Janet Wardle, Mrs Ann Watson (Hon Vice-President) and Mr John Wettren.

On 31 March 2022, the membership was (31 March 2021 figures in brackets): Honorary 2(3); Life 2(2); Ordinary 507 (523); Associate 42 (50); Junior 13 (9); Student 4 (4) and Institutional 93 (95); Total 663 (686).

Public benefit statement

The main beneficiaries of the charity are those that participate in its activities designed to promote the study of archaeology and history and the main benefit provided to those beneficiaries is enhanced knowledge of the pre-history and history of the County of Surrey. The trustees' assessment of public benefit is based upon the level of participation in its activities and the interest shown by the public more generally in the work of the Society. The trustees have taken The Charity Commission's guidance on public benefit into consideration in preparing this public benefit statement.

ACHIEVEMENTS AND PERFORMANCE

President's Report

The last year has seen the beginnings of a return to normal after the Covid-19 pandemic and the Society has adjusted accordingly. Our priority has been to protect staff and members whilst carrying out activities both remotely and face-to-face. Trustee, Council and committee meetings were held online ensuring the everyday work and planning for the future has continued. Indeed, we have benefited from attracting more delegates to our online talks and membership has held up well in comparison to many other similar organisations.

The Society has benefitted greatly from the three-year Sustainable Impact NLHF project that concluded successfully in 2021, and thanks must go to Anne Sassin and Tim Wilcock for their leadership throughout. Both members and non-members took part in a variety of courses and training sessions, field trips and test pitting events; when unable to meet in person courses moved online, and many of us benefited from learning new skills that we can now put into practice. The project concluded with the setting up of the Surrey Lidar Portal which will continue to act as a freely available online tool to explore the Lidar from Surrey and to help map previously unknown archaeological features across the county. Anne now has a permanent post as our Outreach Project Manager and is working to continue the legacy of the Sustainable Impact project.

There has been a good deal of research activity over the last year. The Roman Rural Settlement project carried out desktop assessments using GIS software to identify possible settlement sites. Past Roman sites at Titsey and Rapsley are being re-evaluated using geophysics and by examining the archives and a project on ritual activity in Roman Ewell is in the pipeline. The Abinger Research Centre is open and a number of groups meet there regularly. Thanks must go to Hannah, Anne and Rose who have adapted to the ever-changing range of restrictions and have continued to ensure the smooth running of the office and research centre.

When Covid-19 restrictions allowed a number of excavations took place. A small excavation took place at Abinger in April 2021 to explore a complex area with participant numbers restricted to six a day, following government guidelines. A larger dig was able to go ahead there in the summer, and another at Old Park, with attendees welcoming the return to field activity. Thanks go to the directors Emma Corke and Anne Sassin. The SHERF 21 conference on church archaeology took place successfully online in November and the annual symposium was deferred to April so that we could meet in person. *Collections* vol. 103 was published during the year with its expected quality in both production and content, as was *Surrey History*. The monthly e-newsletter continues to inform both members and non-members about Surrey heritage issues and *Surrey's Past*, the new bulletin format, made its debut in February 2022. These all support our role in promoting the study of the archaeology, pre-history and history of the historic County and thanks must go to all concerned.

An important event in Council's year is the Strategy Day where issues can be discussed in more depth than is possible in normal Council meetings. Council finally managed to hold its Strategy session by Zoom in April 2021, only twelve months late. The format was changed to include preparatory sessions, in advance of the main meeting, to allow for informal discussion resulting in points to be fed back. Issues discussed included climate change, diversity and inclusivity that we need to embrace for both the Society and society more widely. Working through the rolling strategy and risk assessment enables us to re-evaluate how we function and what we do. New initiatives such as a proposed digital museum and the Lidar project will raise the profile of archaeology and history in historic Surrey and, whilst a budget will be required for some of this, it is the active contribution of our members that will be the driving force to enable us to achieve our goals.

No society works in isolation and liaison with other societies and related heritage bodies is an important part of our remit. We maintain close ties with Surrey County Council's Heritage department including the Historic Environment Register, Surrey History Centre and Surrey County Archaeological Unit. We also liaise with the National Trust with a view to collaboration on projects. We continue to liaise with Guildford Borough Council to ensure the integrity of our artefact collections in its care. Many local history societies are struggling with an ageing membership and drop in income during the Covid-19 pandemic. As an umbrella society, we are looking at ways of engaging with, and supporting, these groups. The Local Secretary scheme is one way of improving communication both within the Society and between local societies, and thanks to Martin Rose and Nigel Bond who continue to work to rejuvenate this and the Surrey Scheduled Monument Monitoring Scheme.

This is my last report as President, and when I first took up the post in November 2018 little did any of us know what lay ahead. However, the way in which the Society has continued to function has reinforced just how resilient it is. There are, however, issues that will begin to rise to prominence going forward. Our constitution ensures periods of service for council members and trustees are time-limited and a number of experienced trustees are due to leave the board in the next few years; you should have seen the recent advertisement for a new Hon Treasurer. Other posts will become vacant, and we look to Council members to step up as trustees and to take on and drive forward other roles within the Society. To have an effective Council we also need members to step up; when we consider what the Society can offer to attract new members and how to keep those we already have, members should also be thinking about what they can offer the Society to keep it vibrant and relevant in the 21st century.

Library and Archives Committee

The Library and Archives Committee met via Zoom on four occasions during the year. Once Covid-19 restrictions were lifted, the library re-opened, offering resources and assistance for research on Tuesdays and Wednesdays, 10am to 4.30pm, although no longer open on Saturday mornings. Bookings are still required. The remote library service, developed during the restrictions, continues to be offered to members and non-members alike, who may be unable to visit the library, answering enquiries by email, posting items for loan, requesting Inter Library Loans, and ordering and accessioning new journals and books.

Mrs Jeffery and Mr Wilcock completed sorting, weeding and de-accessioning international, national and county journals which are available online and no longer to be held by our library, a task requiring both manual labour and strict attention to detail. They were offered to members, other institutions and individuals, and so a great many have been disposed of sustainably. New shelving was erected at Heather Farm, and the remaining journals were shelved in appropriate order.

In response to requests at Council meetings, there is now a full list of journals and newsletters received by the library on the Society's website. For convenience, it is divided into national titles, regional titles and Surrey titles. Mrs Jeffery is working on adding title records to the library's online catalogue, which is a time-consuming task, requiring absolute accuracy and constant updating. Committee members Mr Wilcock and Mr Clay worked on a project to add the Society's copyright-free postcard collection to the Society's website, and accurate geographical location is in progress. They can be searched via parish or via any keywords. Viewers can see both sides of the postcard, date, publisher and location. The Committee completed work on the Archaeological Archives Guidelines, which, after recommendation by Council, was approved by the Trustees. The Committee also updated the Library Stock Policy to give up to date guidance on book purchase and donation.

LIBRARY STATISTICS	2019-2020	2020-2021	2021-2022
Items added	75	63	55
Items withdrawn	5	798	369
Journals and newsletters added to stock	n/a	511	468
Numbers of loans	244	69	183
Inter-library loans	4	6	10
Library visits by members	104	24	97
Library visits by non-members	19	0	0
Remote research enquiries from members	42	76	37
Remote research enquiries from non-members	36	44	48

Publications and Editorial Committee

The Committee has 'met' three times by email only. Many activities have been curtailed by the restrictions of Covid-19. Volume 103 of the *Collections* was published in January 2021 and volume 19 of *Surrey History* was published in December. The final revision of the report on the dendrochronology project is complete and it will be published this year.

The book by Matthew Alexander on the *Folklore of Surrey* was published in November. Copies are available from Surrey History Centre, Guildford Museum and the Society at Abinger. Over the last year, sales of publications, including *Folklore of Surrey*, have totalled £357.28 (excluding postage).

The Society is still looking for someone to supervise hand delivery of the *Collections*. Postage costs about £2,700–£3,300 per volume. The work involves about once a year being involved in the delivery of the volumes, dividing into batches for hand delivery by volunteers and organizing their distribution.

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

Research Committee

2021 saw the Society's research activities return to something like normal, and the Committee followed suit. Meetings continued to be held on Zoom however, and this seems likely to be the 'new normal' not only for committee meetings but for at least some conferences. This included SHERF 21, which was held jointly with CBASE. That meant that its organisation again fell on Anne Sassin. The topic was *Archaeology of the Church – perspectives from recent work in the South-East*. It proved that a subject that might have been thought to have been exhausted by Victorian antiquarian research still offers many exciting avenues for modern explorers.

The 'February' Symposium was held on 9 April 2022. It was held at the Ashted Peace Memorial Hall. A very interesting and varied series of talks, chaired by Dr David Rudling, was heard by a rather smaller audience than we have been used to, but everyone present welcomed the opportunity to see each other in person. The Margary Award was won by the Prehistoric Group for a display on the work they have been doing on the Rankine Collection of palaeoliths in Farnham Museum. SHERF 22 will be held online on the subject of Defensive Structures (organised by Rob Briggs), and the Research Symposium is expected to be on 18 March 2023 at Ashted.

Grants were given to Godalming Museum to support the acquisition of the Elstead coin hoard and to Jon Cotton and Harvey Sheldon for work towards publication of their excavations at Hatch Furlong Ewell. Allocations were made for excavations at Cocks Farm Abinger (CFA), Old Park Farnham and Rowhurst Leatherhead. A generous bequest from Mary Slade has been added to the Bierton fund, and this fund paid for further carbon-14 dating of charcoal from CFA.

The Committee recommended the Society's Archaeological Archive policies and will promote their use in reference to approval of applications for grants and allocations.

We welcomed the publication of *Back in the Bag: essays exploring artefacts in honour of David Wynn Williams*, SpoilHeap Occasional Paper 13.

Surrey Industrial History Group

This is my seventeenth annual report as Chairman of the Surrey Industrial History Group. For the second year running I have to report that because of Covid-19 the South East Region Industrial Archaeology Conference, which was originally due to be held in London in the spring of 2020, has not taken place. Sussex Industrial Archaeological Society has offered to host the event in 2023.

On 27 August 2021, the group was able to visit the Gatwick Aviation Museum. The Museum was due to receive our Conservation award in 2020 for work carried out to extend the museum including a new reception area and the addition of a classroom. Although we posted them a cheque, we had not previously been able to visit and hand over the plaque. Just over a month later, on 1 October 2021, the group visited the Weald and Downland Living Museum to present them with our Conservation award for 2021. The award was for the dismantling and rebuilding at the museum of the old Eastwick Model Dairy originally sited in Great Bookham.

Although we have not had any physical lectures, we were able to hold two series of Zoom lectures, with six talks held before Christmas and eight at the start of the year. During lockdown, we had nearly one hundred people attending these talks, as they were open to non-members, more recently we were getting about half that number. It is difficult to say if the lectures will attract long-term members but at the end of the year membership numbers stood at 137; 119 ordinary members, 2 honorary, 10 Associate and 6 Institutional (54 up on last year).

Surrey Local History Committee

Due to Covid-19 problems, it has not been possible to hold any meetings this year. It is hoped that finally the postponed meeting *Poverty – You have the poor with you always* will be held on 8 October 2022.

Artefacts and Archives Recording Group

The Artefacts and Archives Research Group (AARG) now encompasses pottery, a new Lithics group and the Thursday group for all other types of find. All groups were affected by Covid-19 regulations and have been unable to meet for long periods. When meetings were allowed it was with social distancing and mask wearing, which made it difficult to work together.

The Roman Pottery group meets at West Horsley Village Hall each Wednesday evening and despite the difficulties, the group began work on pottery from the Hatch Furlong excavation at Ewell. Jon Cotton gave a very interesting talk to the group to give background on excavations that took place between 2006 and 2009. We are making good progress and are also examining the Roman pottery found by Anne Sassin at Old Park, Farnham in 2021. The group held a meeting with Louise Rayner, Archaeology South-East, who identified some of our 'unknown' sherds and gave useful training on these problematic pieces. Anyone interested in joining the group can contact Lyn Spencer.

The Medieval Pottery group meets at Abinger Research Centre on alternate Sundays, taking it in turn with the Lithics group. Group members have processed large numbers of field walking sherds found by George Inwood and Judie English is producing a report. The group went on to look at pottery from the poorly reported excavation at The Mounts, Leatherhead, a medieval moated site excavated by Lowther, and is actively looking for new members.

The new Lithics group's monthly meetings are held on Sunday mornings at the Abinger Research Centre. The group had a slow start but are studying flint tools from the Palaeolithic period to the Bronze Age with the support of Chris Taylor who has considerable expertise in this area. The group is also recording Surrey lithics assemblages including Old Park Farm, Farnham and plans to record lithics from Rowhurst, Leatherhead. The group also plans a practical session of flint knapping. Membership of the group is around 15, and anyone interested in joining can contact Sylvia Solarski.

The Thursday group meets at the Abinger Research Centre where a small but select group has continued to work on Cocks Farm Abinger post-ex. Soil samples were floated soon after the excavation finished, and analysis (nearly all by Steve Dobinson) of the residue is complete while that of the float is ongoing. Carolyn Felton has identified bone and teeth from CFA09-13 and 17-19 and continues with the intervening years. Discard of now-identified undiagnostic CBM and natural flint (by Sylvia Solarski) for all years has been completed with the object of reburial of this material during this summer's excavation. Results have been entered on spreadsheets to enable analysis of the finds. Thursday AARG is convened by Emma Corke and Nikki Cowlard. New members welcome, please contact Emma Corke.

Medieval Studies Group

The year was again impacted by the effects of Covid-19 and no in-person meetings were held. It was possible to hold Zoom lectures and contribute to the on-line SHERF conference held in November 2021 on *Archaeology of the Church*, largely organised by committee member Dr Anne Sassin. It was also possible to connect members of the Forum with similar research interests to provide peer support. The committee met regularly by Zoom throughout the year preparing for a time when in person meetings could restart. Planning continued for a new Surrey wide project on *Church Graffiti* for which members, who had expressed an interest after the Graffiti meeting in March 2021 would be able to volunteer when circumstances allowed. While sadly we lost some very long-standing members during the year, new members have joined, and the membership remains steady at c.90. Rob Briggs succeeded Dr Peter Balmer as Chair of the committee in December 2021.

Outreach

The National Lottery Heritage Funded project, *Sustainable Impact*, which had been running since September 2018, ended on 30 June 2021, following an agreed extension with NLHF to accommodate some remaining planned outputs. The final completion and evaluation report was submitted to and approved by NLHF in November. Approximately 120 volunteers attended the training courses over the project's duration, many of whom undertook more than one session. In addition, some 70 adult volunteers learned basic excavation skills through their participation in the test-pitting programme. Final educational outputs produced in the last months of the project included site-specific loans boxes and activities (based on excavations at Betchworth, Ashted and Guildown), a nine-part period-based leaflet series for the county and launch of the Surrey LiDAR Portal (see below). A final training series on photography and illustration was run online for members.

The Surrey LiDAR Portal, an interactive citizen science tool in which volunteers digitise and interpret potential features of interest from LiDAR visualisations, was opened to volunteer registration in June. In addition to the current 0.5m LiDAR coverage for the county (almost 600km²) and small area of 0.25m data in the east of the county, the Portal features layers such as HER data, scheduled monuments and 19th century historic maps, including the Tithe maps and First and Second Edition Ordnance Survey, courtesy of Surrey History Centre. In November, an additional bespoke high-resolution 0.5m dataset was added, comprising the 95km² area of Surrey Heath Borough, which was funded from the bequest of the estate of Mary Slade. Registration is required to view the data, with over 250 users registered and 300 records noted by the volunteers to date. Several online sessions were run on how to use the Portal, including those done in collaboration with the National Trust for work at their properties. The full county coverage of 1m data is expected to be added to the Portal, once it is completed as part of the Environment Agency's composite dataset.

Although many in-person activities were affected by Covid-19 restrictions, a number of events were held in the past year, with activity beginning to resume to normal. This included support at outreach events and open days, as at a Festival of Archaeology event at Hindhead in July and Heritage Open Day events at the Museum of Farnham and Bourne Hall in September. A three-week dig at Old Park Farnham in August-September and weekend of test-pitting in October at Badshot Lea moated site also provided an opportunity for new members of the Society and relatively inexperienced diggers to get involved and expand their excavation skills. Both excavations were able to provide additional outreach sessions with a local Brownies unit and the Farnham Young Archaeologists Club. A final fieldwork output of the year was a programme of geophysics and field walking at Neale's Field, Chipstead in March, where volunteers from the local community took part and helped with displays including detecting finds from previous years and the work of the Portable Antiquities Scheme.

Prehistoric Group

The Prehistoric Group was able to resume activities during 2021 with a successful study day held at Farnham Museum on Mesolithic flint implements in November. A small team also continued cataloguing the Rankine Collection held in Farnham Museum and this is ongoing with regular monthly meetings.

A limited landscape survey took place near Outwood during the autumn of 2021 and will be completed in 2022. The Reigate lithics group returned to work on both the lithics from the Abinger excavation and the large collection from the 1960s excavation at Weston Wood. Future events are being planned with a gradual expansion of activities for the membership being a priority.

Roman Studies Group

We are sad to record the death of Celia Bailey, who will be remembered particularly for her cheerful presence on excavations and at meetings.

In the year under review, the Covid-19 pandemic continued to restrict activities but Zoom made meetings possible, while carefully considered protocols allowed for continued fieldwork. Visits were affected but John Felton was able to squeeze in a trip to the Littlecote villa and set up a full programme for the coming year. This started with a guided tour of the Bignor villa kindly led by David Rudling. It is heartening that membership of the Group has held up very well.

The winter programme began with a talk on the Roman roadside settlement at Heerlen in the Netherlands by Dr Karen Jeneson, signalling one excellent benefit of Zoom. Another such benefit was Professor Martin Millett's talk on recent fieldwork at the Roman town of Aldborough in Yorkshire. We were able to experiment with

recording Karen's talk, with her permission, and thanks to Tim Wilcock and Nikki Cowlard; it is now available on the Society's YouTube channel. We also benefitted from talks by Simon Maslin about an early Roman coin hoard from near Elstead and its implications for the period around AD43; by Emma Corke and Anne Sassin on Abinger and Old Park, Farnham respectively; and by Clare Randall of Cotswold Archaeology about a site at Tongham, with evidence for prehistoric land-use but curiously little sign of Roman-period activity apart from burials which seemed to take account of earlier boundaries. We have agreed to continue using Zoom for at least some talks in future in view of the advantages for travel and climate change and the option of speakers from further away. We will continue to explore the option of hybrid meetings.

A seminar was held to pursue aspects of ritual activity in Ewell and the surrounding area. Further discussion led to proposals for a publication to bring together the evidence in a project to be led by Nikki Cowlard.

There were two sessions of excavation at Abinger, in the spring with Covid-19 restrictions and in the summer with none. Yet more evidence was recorded for activity on the hilltop with multi-period finds and many postholes that can be grouped to suggest a variety of mostly Roman-period buildings in different phases. Of particular interest was the identification of what seems to be an apsed structure, which in the context may suggest a ritual function. Although much less spectacular than the villa excavations that have been in the national news, the hard work on this hilltop is providing arguably more important evidence for how we can understand a villa as part of a continuing story through time. Planning is well advanced for a further season of work in 2022.

Work by the rural settlement group led by David Calow is progressing well. A report on Roman Putney by Christopher Coombe illustrates the potential, as does Nigel Bond's work on the distribution of relevant discoveries across the historic county. Walks were held round Chelsham, Bookham and Flexford while magnetometer surveys were undertaken at Titsey, Bookham and Rapsley. Work at Rapsley has found little Roman activity beyond the known Roman buildings, but there may be more remains to the immediate east and perhaps to the west. Research on finds retained at the site may be possible. The survey at Titsey is part of a wider programme of work set up by David Calow and David Rudling at the invitation of the Estate. Surviving finds from the C19 excavations at the villa and C20 work at the temple need further study. Geophysical survey and metal detecting around the temple has already raised interesting questions about the nature of that site.

A report by Professor Martin Millett on the Surrey Heath Archaeological and Heritage Trust (SHAHT) excavations at Windlesham Arboretum is progressing and another SHAHT site with potential Roman-period interest is receiving attention from David and Audrey Graham. Other post-excavation work included the completion of a pottery report on finds from Godstone, work on a stamped mortarium of Victor from Abinger and a nearly complete stamped mortarium from Lowther's Ashtead Common excavation, apparently not noted as such before. Useful context groups for that dig have been created from information in the publication, later Lowther papers and finds in museums. Other work continues on Ashtead finds and Louise Rayner is completing a summary of the pottery for the report.

A paper by Professor Mike Fulford and Dr Sara Machin in the most recent *Britannia* has major implications for Ashtead (and some other Surrey sites) as it is argued that relief-patterned tiles are to be dated only to the period up to about AD70 and their presence implies bath-house structures of that date or soon after. This reinforces a growing conviction that Room 6 at the villa dates to the second half of the first century.

Planning has started for a conference on the disposal of the dead in South-East Roman Britain, coordinated by David Rudling, 'live' in Ashtead on 6 May 2023. Finally, ideas have been put forward to celebrate the Group's 20th anniversary, which falls in 2022. We hope that it will be possible to hold an in-person event in the summer.

Scheduled Monument Monitors

Historic England relies on local volunteer monitors to report annually on the condition of the accessible Scheduled Monuments in the modern County of Surrey. There are 165 monuments in total although several are on private land or not safe to visit. Martin Rose and Nigel Bond coordinate the monitors, thereby combining this with coordinating the Honorary Local Secretaries. There are about 25 monitors at present covering about 75 sites, but we would welcome more volunteers to take 'ownership' of a monument.

Website and Social Media Group

The Society website and social media sites have seen more usage than ever in the year, due to the periodic continuation of Covid-19 pandemic lockdown conditions. The website is now the main digital conduit of information with our members and other users, especially with the need to book and pay for events digitally and communicate the necessary joining details for online events. Continuing lockdowns again provided some extra time for major website enhancements. The substantial Library collection of Surrey postcard views, numbering more than 1000, was scanned and published, with location information. Many of these cards date back to Edwardian times and a proportion are complete with written messages, which are fascinating. They can be searched by parish, date and publisher. After a long period as a separate website, the Surrey Industrial History Group web pages have been incorporated into the main Society site, making maintenance and the addition of extra information easier. Work is progressing on the addition of the Library journal holdings onto the website and the computerised Library catalogue.

One of the last deliverables from the Heritage Lottery funded outreach project was a new Society website: The Surrey Lidar Portal. This presents all available LIDAR data for Surrey to users, in conjunction with older mapping including tithe maps. It also contains HER information. This enables registered users to identify previously unknown potential archaeological features and record them for further review and fieldwork. The site already has over 250 registered users. It is also a very useful resource for the study of the county using historic maps.

The pandemic continued to curtail physical meetings and the use of Zoom as an online conferencing platform continued. A major Roman Studies conference in May 2021 with 200 attendees and the regular SHERF conference in November with over 90 showed the power of this medium to reach many more attendees over a wider geographical area than our standard physical conferences previously could. Other lectures, some being recorded for later consumption, and most committee meetings were held on Zoom during the year.

With the Society continuing to be largely virtual, the usage of both website and social media has expanded even more. During the year, an average of over 620 users per week used the website from all over the globe. On social media, our Facebook users are up to nearly 1000 and on Twitter we have well over a thousand followers. Hopefully, meetings and conferences will revert to a more standard pattern over the next year, but the use of Zoom and online booking and communication has shown that there will be a continuing strong part to play for virtual events in the Society of the post-pandemic future. The Society is now challenged to work out a hybrid strategy combining the social benefits of an in-person meeting with the wider participation that a digital medium can provide.

FINANCIAL RESULTS OF ACTIVITIES AND EVENTS

Total income for the year amounted to £164,576 (2020-21: £111,085), total expenditure was £151,234 (2020-21: £112,640) and net gains on investments were £111,763 (2020-21 net gains £266,879), resulting in an overall net surplus for the year of £125,105 (2020-21 net surplus £265,324). Income predominantly comprises unrestricted investment income generated from the Society's investment portfolio managed by Charles Stanley & Co Ltd. Most expenditure is incurred directly on the Society's charitable activities, including running the research library, organising conferences and lectures, and carrying out archaeological excavations. All these activities are available to both members and non-members of the Society. In addition, the Society also makes grants available to third parties for research and reports relevant to the objectives of the Society.

The Trustees have determined that the resources of the Roman Studies Group, Medieval Studies Forum, Surrey Industrial History Group and Plateau Group, along with the Anniversary Appeal Fund, the Pauline Hulse Bequest Fund and the NLHF Grant Fund, should be Restricted Funds and have been accounted for accordingly.

Reserves Policy

The Society's principal source of annual unrestricted income continues to be investment income received from the Society's investments portfolio. While annual and regular donations under Gift Aid are an important additional source of funds for the Society, the trustees want to avoid reliance on voluntary income to supplement the annual budget. Accordingly, the Society's reserves held in the form of an investment policy have a vital role to play in the on-going funding of charitable activities. The Trustees have set a target annual funding requirement for investment income of £86,000 that the trustees believe will be sufficient when combined with the voluntary income to enable the Society to fulfil its charitable objectives in the near future.

Total Society funds at 31 March 2022 were £2,735,317 (2021: £2,610,212), including restricted funds of £65,677 (2021: £69,118). Amounts used to fund tangible and heritage assets totalled £238,385 (2021: £239,513). Therefore, the Society's free reserves as at 31 March 2022 were £2,431,255 (31 March 2021: £2,301,581).

Investment Strategy

Because the Society is dependent upon income from its investment portfolio, the current investment strategy is to maintain a medium to high risk portfolio of investments to achieve an overall level of capital growth whilst generating adequate levels of investment income. The Trustees take advice from the Society's investment managers on appropriate investments that will meet the requirements of their investment strategy derived from the reserves policy as described above. Although the investment strategy is to maintain a medium to high risk portfolio, the Trustees have imposed a number of capping restrictions to ensure the portfolio spread continues to be cautiously balanced. The investment performance is benchmarked against the FTSE APCIMS Balanced Portfolio Index and is regularly reviewed by the Society's investment committee which meets quarterly with the Society's investment managers and receives quarterly reports on the investment portfolio. Overall, the Trustees are satisfied with the performance of the Society's investments.

PLANS FOR FUTURE PERIODS

The long-term strategy is for the Society to remain an independent charity promoting the study of the archaeology, pre-history and history of the County of Surrey as defined by the 1854 boundaries and subsequent enlargements.

The medium-term aim is to increase the quantity, quality and accessibility of the Society's research. The Society is increasing the amount of the Society's documents that are digitised and freely available on the Society's website. New equipment has been purchased and members trained in its use so that excavations can be carefully targeted and precisely located and new discoveries made. New methods and partners are developed so that more people can get involved. Closer links with neighbouring universities will help members improve their skills and enable their students to work on Surrey sites.

FUNDS HELD AS CUSTODIAN

The Society maintains some restricted funds given for a particular purpose by donors and fund-raisers and occasionally holds modest amounts as custodian for small heritage groups without their own bank accounts.

This report was approved by the Trustee and Directors on 21 July 2022 and signed on their behalf by



D Calow, Hon Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SURREY ARCHAEOLOGICAL SOCIETY

I report to the Trustees on my examination of the financial statements of Surrey Archaeological Society (the charitable company) for the year ended 31 March 2022, which are set out on pages 16 to 30.

Responsibilities and basis of report

As the Trustees of the charitable company (and also its Directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charitable company's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination, I have followed the Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit go beyond the limited assurance that an independent examination can provide. Consequently, I express no opinion as to whether the financial statements present a 'true and fair view' and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me reasonable cause to believe that in any material respect:

1. accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Signed: Kerry Gallagher

Date: 9 August 2022

Name: Kerry Gallagher, FCA DChA

Name of applicable listed body: The Institute of Chartered Accountants in England and Wales

Relevant professional qualification or membership of professional body: Chartered Accountant

On behalf of RSM UK TAX AND ACCOUNTING LIMITED

Chartered Accountants

Davidson House, Forbury Square, Reading, Berkshire RG1 3EU

SURREY ARCHAEOLOGICAL SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure Account)
for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income from:					
Donations and legacies	2	38,631	7,917	46,548	27,050
Charitable activities	3	12,300	1,324	13,624	1,597
Investments	4	103,644	760	104,404	82,438
Total		154,575	10,001	164,576	111,085
Expenditure on:					
Raising funds		(16,650)	-	(16,650)	(16,039)
Charitable activities	5	(102,656)	(31,928)	(134,584)	(96,601)
Total		(119,306)	(31,928)	(151,234)	(112,640)
Net gains/(losses) on investments	10	113,769	(2,006)	111,763	266,879
Net income/(expenditure)		149,038	(23,933)	125,105	265,324
Transfers between funds		(20,492)	20,492	-	-
Net movement in funds		128,546	(3,441)	125,105	265,324
Reconciliation of funds:					
Total funds brought forward at 1 April 2021		2,541,094	69,118	2,610,212	2,344,888
Total funds carried forward at 31 March 2022	15	2,669,640	65,677	2,735,317	2,610,212

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

SURREY ARCHAEOLOGICAL SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES
(including Income and Expenditure Account)
for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
Income from:					
Donations and legacies	2	25,302	1,748	27,050	45,982
Charitable activities	3	1,042	555	1,597	15,674
Investments	4	81,504	934	82,438	100,121
Total		107,848	3,237	111,085	161,777
Expenditure on:					
Raising funds		(16,039)	-	(16,039)	(16,422)
Charitable activities	5	(77,905)	(18,696)	(96,601)	(155,703)
Total		(93,944)	(18,696)	(112,640)	(172,125)
Net gains/(losses) on investments	10	267,268	(389)	266,879	(286,854)
Net income/(expenditure)		281,172	(15,848)	265,324	(297,202)
Transfers between funds		(14,198)	14,198	-	-
Net movement in funds		266,974	(1,650)	265,324	(297,202)
Reconciliation of funds:					
Total funds brought forward at 1 April 2020		2,274,120	70,768	2,344,888	2,642,090
Total funds carried forward at 31 March 2021	15	2,541,094	69,118	2,610,212	2,344,888
		=====	=====	=====	=====

SURREY ARCHAEOLOGICAL SOCIETY

BALANCE SHEET
as at 31 March 2022

Company Registration Number: 01160052

	Notes	2022 £	2021 £
Fixed assets:			
Tangible assets	8	3,385	4,513
Heritage assets	9	235,000	235,000
Investments	10	2,259,090	2,208,589
		<u>2,497,475</u>	<u>2,448,102</u>
Current assets:			
Debtors	11	12,261	11,651
Cash at bank		256,373	183,171
		<u>268,634</u>	<u>194,822</u>
Liabilities:			
Creditors: Amounts falling due within one year	12	(30,792)	(32,712)
Net current assets		<u>237,842</u>	<u>162,110</u>
Total assets less current liabilities and total net assets		<u>2,735,317</u>	<u>2,610,212</u>
The funds of the charity:			
Restricted income funds	15	65,677	69,118
Unrestricted funds	15	2,669,640	2,541,094
Total charity funds	16	<u>2,735,317</u>	<u>2,610,212</u>

For the year ended 31 March 2022, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 (the Act) relating to small companies.

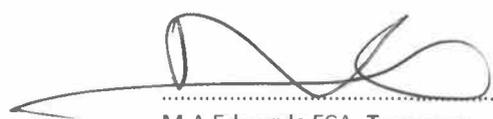
The Trustees' and Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476 of the Act; and
- The Trustees and Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements on pages 16 to 30 were approved by the Trustees and Directors and authorised for issue on 21 July 2022, and are signed on their behalf by


.....
Mrs N Cowlard, **President**


.....
M A Edwards FCA, **Treasurer**

1. ACCOUNTING POLICIES

Company information

Surrey Archaeological Society (the charitable company) is a private company limited by guarantee incorporated in England and Wales. The registered office and principal place of business is at The Research Centre, Hackhurst Lane, Abinger Hammer, Dorking, Surrey RH5 6SE.

The charitable company's principal activities are disclosed in the Trustees' Annual Report.

Basis of accounting

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and under the historical cost convention, except as modified for the annual revaluation of fixed asset investments.

Within the definitions of FRS 102, the charity is a public benefit entity.

The financial statements have been prepared in accordance with the accounting policies set out in more detail below and comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association of the charitable company, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Going concern

The Trustees and Directors have a reasonable expectation that the charitable company will continue in operational existence for the foreseeable future and be able to meet all of its financial obligations as they fall due for a period of at least twelve months from the date of approval of these financial statements. Accordingly, the Trustees and Directors consider it is appropriate for the financial statements to be prepared on the going concern basis.

The financial statements do not include any adjustments that would result should the going concern basis of preparation not be appropriate. In the event that this basis is not appropriate provisions may be required and assets may need to be written down to their recoverable amount.

Income

Members' subscriptions, donations and other similar types of voluntary income are brought into account when receivable and voluntary income is included net of any tax recoverable where relevant. Donations given for specific purposes are treated as restricted income.

Investment income and any tax recoverable on interest income are accounted for on a receivable basis.

All other types of income are also accounted for on a receivable basis and recognised in the statement of financial activities when earned by the charitable company.

1. ACCOUNTING POLICIES (Continued)

Expenditure

Expenditure is allocated directly to the charitable company's principal activities or is recognised as governance or investment management costs.

Grants payable are recognised in the period in which the grants are approved by the charitable company's Trustees and Directors and the approval is conveyed to the claimant, except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the grants are fulfilled.

Publications

The financial statements do not recognise any value in respect of publications held for resale. The costs of production are written-off as incurred and any proceeds generated thereon by way of sales are credited through the statement of financial activities when received.

Tangible fixed assets

All tangible assets purchased that have a cost that exceeds £2,000 and an expected useful economic life that exceeds one year are capitalised and classified as fixed assets. Tangible fixed assets are stated at historical cost less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:

Archaeological equipment	-	25% reducing balance
Computer equipment	-	25% straight line basis
Other equipment	-	25% reducing balance

Heritage assets

The charitable company is the custodian of certain heritage assets in the form of research material, maps, prints and artefacts. This collection of material relating to the archaeology of Surrey is an important historical archive of information and is held by the Society to advance the preservation and conservation objectives of the charity. Access to these heritage assets is encouraged for study and research purposes and can be obtained by prior arrangement through the Society.

Newly purchased heritage assets are initially measured and recognised at their cost. Heritage assets donated to the Society are measured and recognised at their insurance value. At each balance sheet date, the Society's heritage assets are carried at the overall historic valuation for the whole collection.

Investments

The charitable company's investments are included in the balance sheet at fair value (their market value). The gains or losses arising upon their annual revaluation are included in the statement of financial activities.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

1. ACCOUNTING POLICIES (Continued)

Leased assets and obligations

All of the charity's leases are "operating leases" and the annual rentals are charged to the statement of financial activities on a straight-line basis over the lease term.

Financial instruments

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial instruments are therefore classified and accounted for according to the substance of the contractual arrangement as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its liabilities.

Financial assets and liabilities

The charitable company's debtors and creditors that meet the definition of either a financial asset or a financial liability are initially recognised at the transaction value and thereafter are stated at amortised cost using the effective interest method.

Fund accounting

The general fund comprises the accumulated surpluses of unrestricted income over expenditure, which are available for use in furtherance of the general objectives of the charitable company.

Designated funds are a particular form of unrestricted funds consisting of amounts, which have been allocated or designated for specific purposes by the Trustees and Directors. The use of designated funds remains at the discretion of the Trustees and Directors.

Restricted funds are funds subject to specific conditions imposed by donors. The purpose and use of the restricted funds are set out in the notes to the accounts. Amounts unspent at the year end are carried forward in the balance sheet.

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

2.	DONATIONS AND LEGACIES	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	Members' donations	18,254	1,716	19,970	19,484
	Other donations, bequests and grants	17,462	5,995	23,457	4,336
	Tax recoverable	2,915	206	3,121	3,230
		38,631	7,917	46,548	27,050
		=====		=====	
3.	INCOME FROM CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	SRF Conference	463	-	463	250
	Research Symposium	-	-	-	732
	Other events	180	987	1,167	-
	Publications	11,622	337	11,959	615
	Other income	35	-	35	-
		12,300	1,324	13,624	1,597
		=====		=====	
4.	INVESTMENTS	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	Investment portfolio	103,631	-	103,631	81,422
	Interest	13	7	20	88
	COIF Unit Trust income	-	753	753	928
		103,644	760	104,404	82,438
		=====		=====	

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

5.	EXPENDITURE ON CHARITABLE ACTIVITIES	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
	Direct costs:				
	Excavation costs	6,839	-	6,839	5,599
	Tools and equipment under £1,000	853	3,635	4,488	195
	SRF Conference	271	-	271	49
	Research Symposium	119	-	119	57
	Other events	190	1,154	1,344	1,134
	Bulletin and other publication costs	20,347	1,012	21,359	9,272
	Surrey History	1,389	-	1,389	1,345
	Library staff and other costs	14,604	-	14,604	13,551
	Subscriptions to allied societies	140	45	185	60
	Grants to third parties	2,450	-	2,450	5,950
	Outreach costs	13,359	-	13,359	-
	NLHF Grant – Project costs	-	25,926	25,926	16,039
		<hr/> 60,561	<hr/> 31,772	<hr/> 92,333	<hr/> 53,251
	Support costs:				
	Office staff and other operating costs	16,934	-	16,934	18,373
	Operating leases – land and buildings	12,671	-	12,671	11,986
	Storage and property rates	2,709	-	2,709	2,569
	Volunteers’ travelling costs (see note 7)	15	-	15	-
	Council and committee expenses	-	-	-	64
	Trustee indemnity insurance	650	-	650	719
	Professional fees	3,845	-	3,845	2,154
	Loss on disposal of tangible fixed assets	-	-	-	1,272
	Depreciation	972	156	1,128	2,067
		<hr/> 37,796	<hr/> 156	<hr/> 37,952	<hr/> 39,204
	Governance costs:				
	Independent examiner’s fee	3,540	-	3,540	3,540
	Annual report	746	-	746	593
	Filing fee	13	-	13	13
		<hr/> 4,299	<hr/> -	<hr/> 4,299	<hr/> 4,146
	TOTAL FOR CHARITABLE ACTIVITIES	<hr/> 102,656	<hr/> 31,928	<hr/> 134,584	<hr/> 96,601
		=====	=====	=====	=====

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

6. STAFF COSTS	2022	2021
	No.	No.
The average monthly number of persons employed by the Society (including Trustees and Directors) during the year was, as follows:		
Direct charitable	2	2
Trustees and Directors	9	9
	<u>11</u>	<u>11</u>
	=====	=====
	£	£
Staff costs	29,592	27,889
Pension costs	511	459
	<u>30,103</u>	<u>28,348</u>
	=====	=====

No employee received total emoluments in excess of £60,000 during the current or previous year, and the charitable company has no employees that meet the definition of key management personnel.

No Trustee or Director received remuneration from the charitable company during the current or previous year.

7. CONTRIBUTION OF VOLUNTEERS

The administration of the Society relies upon volunteers, who freely give their time but who, due to the frequency of their visits to the office, are reimbursed for travel costs.

In 2021-22, no Trustees and Directors (2020-21: none) were reimbursed for such costs.

Surrey Archaeological Society has insurance to provide an element of professional indemnity cover for Trustees and Directors amounting to £250,000 in respect of any one claim. The cost of this insurance policy to the charitable company for the year was £650 (2020-21: £719).

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

8.	TANGIBLE ASSETS	Archaeological equipment £	Computer equipment £	Other equipment £	Total £
	Cost:				
	1 April 2021 and 31 March 2022	1,477	2,251	20,698	24,426
	Depreciation:				
	1 April 2021	1,127	2,251	16,535	19,913
	Charges in the year	88	-	1,040	1,128
	31 March 2022	1,215	2,251	17,575	21,041
	Net book value:				
	31 March 2022	262	-	3,123	3,385
	31 March 2021	350	-	4,163	4,513
		350	-	4,163	4,513
9.	HERITAGE ASSETS			2022 £	2021 £
	Carried in the balance sheet at value:				
	At 31 March 2021 and 31 March 2022			235,000	235,000
				235,000	235,000
	Historical cost or valuation on acquisition:				
	At 31 March 2021 and at 31 March 2022			14,728	14,728
				14,728	14,728

The charitable company is the custodian of certain heritage assets in the form of research material, maps, prints and artefacts. This collection of material relating to the archaeology of Surrey is an important historical archive of information and is held by the Society to advance the preservation and conservation objectives of the charity. Access to these heritage assets is encouraged for study and research purposes and can be obtained by prior arrangement through the Society.

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

10. INVESTMENTS	2022	2021
	£	£
Market value at 1 April 2021	2,208,589	1,967,509
Additions at cost	337,064	528,582
Disposal proceeds	(398,326)	(554,381)
Realised gains	15,350	38,461
Unrealised gains	96,413	228,418
	<u>2,259,090</u>	<u>2,208,589</u>
	=====	=====
At the balance sheet date, the market value of the portfolio comprised:		
UK investments	1,418,501	1,898,478
Overseas investments	840,589	310,111
	<u>2,259,090</u>	<u>2,208,589</u>
	=====	=====
Fixed income securities	634,092	700,378
Equities	1,199,214	1,117,605
Property	163,171	153,192
Alternative investments	262,613	237,414
	<u>2,259,090</u>	<u>2,208,589</u>
	=====	=====

At the balance sheet date, the historical cost of the investments was £2,093,388 (31 March 2021: £2,149,338).

	2022	2021
	£	£
Individual holdings representing more than 5% of the market value of the portfolio at the balance sheet date are as follows:		
Aviva Investors UK Strategic Bond	-	114,760
Henderson Investment Strategic Bond	126,550	134,490
Schroder Unit Trusts Strategic Distribution	128,301	134,485
TwentyFour Income Fund Ltd	-	94,611
iShares Core FTSE 100 Distribution	130,291	116,411
Target Healthcare REIT Plc	-	109,522
Legg Mason Investment Funds Ltd	-	105,219
Franklin Templeton	127,637	-
	=====	=====

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

11. DEBTORS	2022	2021
	£	£
Due within one year:		
Investment income receivable	5,432	5,368
Other debtors	3,121	3,200
Prepayments	3,708	3,083
	<u>12,261</u>	<u>11,651</u>
	=====	=====
12. CREDITORS	2022	2021
	£	£
Amounts falling due within one year:		
Trade creditors	1,262	1,339
Subscriptions in advance	5,200	5,869
Grants payable	9,450	9,550
Collections and publications	5,000	5,000
Other creditors and accruals	9,880	10,954
	<u>30,792</u>	<u>32,712</u>
	=====	=====
Deferred income brought forward at 1 April	5,869	4,046
Deferred income released to the SOFA in the year	(5,869)	(4,046)
Income received in the year and deferred at the year-end	5,200	5,869
	<u>5,200</u>	<u>5,869</u>
	=====	=====
At the balance sheet date, the charity had deferred income relating to subscriptions for the following year.		
13. FINANCIAL INSTRUMENTS	2022	2021
	£	£
Carrying amount of financial assets:		
Equity instruments measured at fair value	2,259,090	2,208,589
	<u>2,259,090</u>	<u>2,208,589</u>
	=====	=====
14. COMMITMENTS UNDER OPERATING LEASES		
At the year end, the charitable company was committed to make the following total future minimum payments under non-cancellable operating leases:		
	2022	2021
	£	£
In respect of land & building leases –		
Within one year	11,886	12,670
Between two and five years	47,400	50,680
After five years	60,000	66,000
	<u>119,286</u>	<u>129,350</u>
	=====	=====

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

15. THE FUNDS OF THE CHARITY

	1 April 2021 £	Income £	Expenditure £	Gains/ (losses) on investments £	Transfers between funds £	31 March 2022 £
Restricted income funds:						
Anniversary Appeal Fund	9,596	-	(3,605)	-	-	5,991
Pauline Hulse Bequest Fund	8,654	-	(156)	-	-	8,498
NLHF Grant Fund	-	5,435	(25,927)	-	20,492	-
<i>Specialist interest group funds:</i>						
Surrey Industrial History Group	40,405	2,372	(2,058)	(2,006)	-	38,713
Guildford Group	925	-	-	-	-	925
Plateau Group	1,308	-	(30)	-	-	1,278
Roman Studies Group	5,743	2,120	-	-	-	7,863
Medieval Studies Forum	2,487	74	(152)	-	-	2,409
	<u>69,118</u>	<u>10,001</u>	<u>(31,928)</u>	<u>(2,006)</u>	<u>20,492</u>	<u>65,677</u>
Unrestricted funds:						
General fund	2,541,094	154,575	(119,306)	113,769	(20,492)	2,669,640
	<u>2,610,212</u>	<u>164,576</u>	<u>(151,234)</u>	<u>111,763</u>	<u>-</u>	<u>2,735,317</u>
	=====	=====	=====	=====	=====	=====

The Anniversary Appeal Fund was set up to recognise the funding raised in previous years from supporters of the appeal. The money raised will be used to catalogue the journals.

The Pauline Hulse Bequest Fund was set up to recognise the legacy received from Pauline Hulse to be spent in support of the activities of the Artefacts and Archives Recording Group.

The NLHF Grant Fund was set up to recognise the grant funding being provided by The National Lottery Heritage Fund following a successful bid in support of the charitable company's sustainable impact project, which is aiming to expand and strengthen outreach work. The project overspend is funded annually by a transfer from unrestricted general funds.

The specialist interest group funds were set up to recognise the identifiably individual nature of the activities of these specialist interest groups. Income generated by the groups and the costs incurred are recognised within these funds. Included within the Surrey Industrial History Group fund are net unrealised gains arising on the revaluation of investments totalling £11,176 (31 March 2021: £13,182).

Included within the General fund are net unrealised gains arising on the revaluation of investments totalling £154,525 (31 March 2021: net unrealised gains of £46,069).

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

15. THE FUNDS OF THE CHARITY (Continued)

	1 April 2020 £	Income £	Expenditure £	Gains/ (losses) on investments £	Transfers between funds £	31 March 2021 £
Restricted income funds:						
Anniversary Appeal Fund	9,596	-	-	-	-	9,596
Pauline Hulse Bequest Fund	8,862	-	(208)	-	-	8,654
NLHF Grant Fund	1,841	-	(16,039)	-	14,198	-
<i>Specialist interest group funds:</i>						
Surrey Industrial History Group	40,270	2,338	(1,814)	(389)	-	40,405
Guildford Group	925	-	-	-	-	925
Plateau Group	1,308	-	-	-	-	1,308
Roman Studies Group	5,440	815	(512)	-	-	5,743
Medieval Studies Forum	2,526	84	(123)	-	-	2,487
	<u>70,768</u>	<u>3,237</u>	<u>(18,696)</u>	<u>(389)</u>	<u>14,198</u>	<u>69,118</u>
Unrestricted funds:						
General fund	2,274,120	107,848	(93,944)	267,268	(14,198)	2,541,094
	<u>2,344,888</u>	<u>111,085</u>	<u>(112,640)</u>	<u>266,879</u>	<u>-</u>	<u>2,610,212</u>
	=====	=====	=====	=====	=====	=====

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed assets £	Net current assets £	Total £
As at 31 March 2022:			
Restricted income funds:			
Anniversary Appeal Fund	-	5,991	5,991
Pauline Hulse Bequest Fund	466	8,032	8,498
Surrey Industrial History Group	26,177	12,536	38,713
Guildford Group	-	925	925
Plateau Group	-	1,278	1,278
Roman Studies Group	-	7,863	7,863
Medieval Studies Forum	-	2,409	2,409
	<u>26,643</u>	<u>39,034</u>	<u>65,677</u>
Unrestricted income funds:			
General fund	2,470,832	198,808	2,669,640
TOTAL FUNDS	<u>2,497,475</u>	<u>237,842</u>	<u>2,735,317</u>
	=====	=====	=====

SURREY ARCHAEOLOGICAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 31 March 2022

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS (Continued)	Fixed assets £	Net current assets £	Total £
As at 31 March 2021:			
Restricted income funds:			
Anniversary Appeal Fund	-	9,596	9,596
Pauline Hulse Bequest Fund	622	8,032	8,654
Surrey Industrial History Group	28,182	12,223	40,405
Guildford Group	-	925	925
Plateau Group	-	1,308	1,308
Roman Studies Group	-	5,743	5,743
Medieval Studies Forum	-	2,487	2,487
	28,804	40,314	69,118
Unrestricted income funds:			
General fund	2,419,298	121,796	2,541,094
TOTAL FUNDS	2,448,102	162,110	2,610,212

17. RELATED PARTY TRANSACTIONS

Other than as previously disclosed in this set of financial statements, there were no related party transactions that are required to be disclosed.



How wonderful – lots of CBM! – sorting Roman brick and tile at Rapsley (photo Ann Morrison)



The end of the dig – washing the last of the 2021 finds at Abinger (photo Emma Corke)