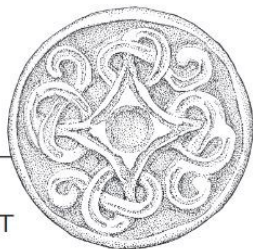


SHARP

SEDFORD HISTORICAL AND
ARCHAEOLOGICAL RESEARCH PROJECT



Annual report 2023-2024

OUR AIMS & OBJECTIVES

From the 1997 Constitution

The object of the Association is the advancement of education and conservation by promoting, undertaking and making public historical research and archaeological investigation into the landscape of the Parish of Sedgeford in the county of Norfolk and of adjoining and neighbouring Parishes (hereinafter together referred to as "the Research Area"). The results of the work will be disseminated by publications, exhibitions, public lectures and other means



The 2023 Archaeological Season

The 2023 season was a great success despite a large change in the charity committee, and wider site and excavation team.

There were three main excavation areas in 2023. The work on the malting site continued with kilns 3 and 4 being excavated, and more work carried out on the South of the trench to investigate kiln 5. The malting trench was used for most of the volunteers and BERTs. An evaluation trench was dug on Boneyard to determine whether the skeleton discovered in 2018 was isolated or part of a larger second cemetery. This trench uncovered three burials, dated to the Early Medieval period. More recording was also carried out on the trench in the woods, where two ditches were identified, so this could be backfilled.

In addition to the archaeology in 2023 we were busy with a school visit from Heacham primary, several homeschool groups and also a local Brownie pack. We also carried out a variety of tours for many different groups including local U3A, NW Norfolk History Society and Fenland Archaeological Society. We also built new connections with two groups helping those with poor mental health, Pit Stop and the Restoration Trust. Our archaeology festival raised an impressive £1300. Another development was a SHARP display in the local Hunstanton Heritage Centre, and we ran a launch event as well as a tour of SHARP for their volunteers.

We also trialed Solar power as a source of electricity for the season activities, as part of our sustainability plans. This while more expensive to hire used much less fuel and was both greener and quieter benefiting everyone on site and the wider community.

The financial situation, and apparent lack of funds meant that we tried to cut costs where possible, however during the season it became necessary to repair many of the water infrastructure.

There was also the need to replace a fridge/freezer, and a decision was made to replace it with a new machine with warranty as second hand equipment was becoming a false economy. An assessment of the other repairs and improvements necessary was made.



2023-2024 Trustees Report

In February 2023 a new committee of past and current SHARP-ies was supporting the remaining trustees in making decisions to ensure that the season went ahead smoothly. As part of this initial change an assessment was made of the issues that led to the change of committee, and also several faults in how the governance of the charity was not being followed, that needed rectifying, including the lack of AGMs. There was also more attempts to do consultation with the wider membership. We also held an AGM to vote in the new trustees, and improvements to our website to ensure our governance is as fully transparent.

In addition to this there was a need to look forward, and secure a more sustainable future for SHARP. The cost-of-living increases, hire costs and issues related to deliveries, meant that we were consistently left after each season with few funds for larger repairs or for larger post-excavation work or new projects,



or to increase our bursary funds.

Related to this, it also came to light in August 2023 that the resigning treasurer Pamela Bent had been stealing from SHARP between the years of 2019, and even after stepping down as treasurer. There were suspicions before the season that something was wrong, and during the season this became even more clear but there was no firm evidence. On being informed by the police, we then worked with them and produced a full report on the theft and fraud from the charities account, including falsifying bank statements and charity commission annual returns. This report led to Pamela being charged and pleading guilty later in 2024, new procedures were immediately put in place, the bank mandates changed, and a full report has been produced publicly available on our website. The charity commission was kept informed throughout as made.



SHARP wouldn't exist without the huge amount of volunteer time spent behind the scenes before, during and after the season. A huge thank you to all those people who make it possible.

TRUSTEES

Gareth Davies; Chair 26/7/23

Sam Atkins; Treasurer 26/7/23

Richard Hancox; Secretary 26/7/23-26/9/23

Eleannor Blakelock; 26/7/23 Secretary from 12/10/23

Yvonne Bolton-Smith 26/7/23

Terry Baxter; 26/7/23

Dan Cockling; 26/7/23

Tiggy Harris; 26/7/23

Steve Horn; 26/7/23

Owen Morgan; 26/7/23

Pamela Bent - Treasurer; resigned 26/7/23

Committee Members from 26/7/23

Ann Smith

Andrea Beckham; to 5/10/23

Sophie Beckett

Hannah Gibbs

Bill Howard

Kali Graham

Tom Cross; stepped down 26/7/23

A special thanks to all the team of volunteers who helped support the season, their hard work makes the whole project possible.



FUNDING & FINANCE

Gross Income for the period - £46,650

Expenditure for the period - £33,793

Grants from the Headley Trust & Norfolk Community Foundation helped support the 2023 season

THE
HEADLEY
TRUST



CHARITY COMMISSION
FOR ENGLAND AND WALES

Section A Receipts and payments accounts

CC16a

Receipts and payments accounts

CC16a

For the period
from

To

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
BERT Course offsite	883	-	-	883	13,392
BERT Course Onsite	5,767	-	-	5,767	-
Crafty Course Offsite	585	-	-	585	-
Cash income	-	-	-	-	5,691
Dig for the day	1,606	-	-	1,606	769
Donations and legacies	7,390	-	-	7,390	20,200
Excavation volunteer Offsite	2,824	-	-	2,824	-
Excavation volunteer onsite	8,623	-	-	8,623	9,244
Friends of SHARP	595	-	-	595	548
Grant - Norfolk Community Foundation	2,500	-	-	2,500	1,000
Grant - Headley Trust	2,400	-	-	2,400	-
Grant - NMLF	2,902	-	-	2,902	-
HR Glos Course	711	-	-	711	946
HR Volunteer Offsite	466	-	-	466	-
HR Volunteer Onsite	1,284	-	-	1,284	-
KLUS Offsite	158	-	-	158	-
Online Cremation Course	490	-	-	490	-
Royalties	4	-	-	4	12
Shop sales	1,852	-	-	1,852	4,176
Team Contribution	1,290	-	-	1,290	-
University Booking	4,320	-	-	4,320	9,220
	-	-	-	-	-
Sub total (Gross income for AR)	46,650	-	-	46,650	65,198
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	46,650	-	-	46,650	65,198
A3 Payments					
Advertising and promotional expenses	608	-	-	608	-
Catering H & S	-	-	-	-	64
Catering	-	-	-	-	8,419
Cleaning	250	-	-	250	-
Computer costs	-	-	-	-	211
Dues and subscriptions	70	-	-	70	136
Email Subs	266	-	-	266	-
Equipment purchase	1,620	-	-	1,620	1,720
Food	5,972	-	-	5,972	3,669
Fuel	76	-	-	76	-
HR Glos Venue	875	-	-	875	-
Venue hire	30	-	-	30	2,400
Insurance	1,026	-	-	1,026	1,137
Merchandise	838	-	-	838	3,192
Interest payable	-	-	-	-	1
Professional services	-	-	-	-	576
Fraudulent expenditure net of repayment	2,827	-	-	2,827	13,686
Petty cash float	-	-	-	-	5,282
Refund	899	-	-	899	2,022
Rent of land	365	-	-	365	365
Repairs and maintenance	1,430	-	-	1,430	496
site facilities	15,459	-	-	15,459	16,829
Site health & Safety	558	-	-	558	78
Training	-	-	-	-	355
Waste disposal	422	-	-	422	442
Website subscription	202	-	-	202	-
Grants paid	-	-	-	-	4,777
	-	-	-	-	-
Sub total	33,793	-	-	33,793	65,857
Total payments	33,793	-	-	33,793	65,857
Net of receipts/(payments)	12,857	-	-	12,857	659
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	548	-	-	548	1,207
Cash funds this year end	13,405	-	-	13,405	548

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays current account	13,405	-	-
		-	-	-
		-	-	-
	Total cash funds	13,405	-	-
(agree balances with receipts and payments account(s))				

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

Categories	Details	Fund to which liability	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	SAM ATKINS	30/12/2024

CCXX R1 accounts (SS)



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

**Independent examiner's
report on the accounts**

Section A Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Sedgeford Historical and Archaeological Research Project

On accounts for the year
ended

29th February 2024

Charity no
(if any)

1064553

Set out on pages

(see annex for details of the scope of the examination)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

Independent
examiner's statement

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts accord with the accounting records insofar as the records that are available at this point in time.
- We believe a fraud has been perpetrated on the charity between July 2019 and August 2023. Currently I have been unable to fully quantify the amount involved. The police have been brought in to investigate and a prosecution is pending. It is hoped that some of the monies may be able to be recovered.
- Steps have been taken by the trustees to ensure that no one is ever in the position to perpetrate such a fraud on the charity again.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached other than those matters referred to above.

* Please delete the words in the brackets if they do not apply.

Signed:

Date:

30/12/2024

Name:

NICHOLAS KNIGHT

Relevant professional
qualification(s) or body
(if any):

ICAEW

Address:

27 HARWOOD ROAD
NORWICH NR1 2NG

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

