



Trustees' Annual Report for the period

	Period start date				Period end date		
From	1	January	2022	To	31	December	2022

Section A

Reference and administration details

Charity name

Swaledale and Arkengarthdale Archaeology Group

Other names charity is known by

SWAAG

Registered charity number (if any)

1155775

Charity's principal address

c/o Michael Keenan
School House, Silver Street
Reeth
Richmond
North Yorkshire

Postcode

DL11 6SP

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Brooks	Chairman	Resigned 11/05/2022	
2	Andrea Dixon	Secretary	Resigned 11/10/2022	
3	Rod Flint	Secretary		

4	Michael Keenan	Treasurer	Re-elected 11/10/2022
5	Michael Walton		
6	Jane Harrison		
7	Barbara Colling		
8	Jane Harrison		
9	Ric Carter		Appointed 10/02/2022 Resigned 16/08/2022
10	David Dodd		Co-opted 27/06/2022 Elected 11/10/2022 Resigned 30/11/2022
11	Hilary Fawcett		Appointed 11/10/2022
12	Anne Jowett		Appointed 11/10/2022

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	Constitution
How the charity is constituted	Charitable Incorporated Organisation (CIO)
Trustee selection methods	Elected by ballot at the AGM, with interim options to co-opt, as per the Constitution

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Organisational Structure: SWAAG is managed and controlled by the volunteer Trustees all of whom are elected from the membership. Specialist groups/committees reporting to the Trustees are formed as necessary

Health and Safety: SWAAG has Trustee-approved Health and Safety and Children and Young Peoples Safeguarding Policies in place. These are reviewed at least annually.

Financial risks: SWAAG has a Trustee-approved Financial Authority and Controls policy in place which is reviewed at least annually. Section E of this report provides a statement explaining the Trustees' reserves policy for SWAAG.

Data Protection and Privacy continue to be managed in accordance with GDPR recommendations.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

For the *public benefit* to advance the education of the public in general and more specifically the residents of, and visitors to, the County of North Yorkshire, particularly the area known as the Yorkshire Dales, in the subjects of archaeology, history, heritage, geology and the natural environment in order to promote a better understanding and management of the local heritage by, for example:

Providing training and experience of a broad range of archaeological and historical investigative techniques which may be applied to the study of the local heritage;

Undertaking research including local history, fieldwork and excavations into all aspects of the local heritage and publishing and making otherwise available the results of that research;

Providing lectures, guided walks, community projects, activities with local schools and organisations and exhibitions.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The Trustees have had regard to the guidance issued by the Charity Commissioners on public benefit and, in accordance with that, the activities undertaken by SWAAG in 2022 have included :

- Following on from the 2021 excavation of a Romano British site at Hagg Farm located near Reeth in Swaledale, SWAAG commissioned specialist analyses of the pottery, bone and environmental finds. In addition samples were sent for radio carbon dating. The resultant findings are being incorporated into an excavation report
- In August a 3 day landscape archaeology training course was held covering topographic identification, surveying and recording techniques
- In September a 6 day topographical and geophysical survey was undertaken of Grinton Mounds which is the site of 2 large glacial moraine mounds separated by a significant "saddle". The mounds appear to have been modified and fortified with features that have been interpreted as being from prehistoric to medieval. The processing of the survey results and plans for further investigation of the site are ongoing
- Assistance to other archaeology groups has included undertaking a geophysical survey of a site in Teesdale for Altogether Archaeology and the loan of geophysics equipment to the Roman Roads Research Association for use on a site in Carlisle
- Regular monthly information and discussion meetings have continued via zoom and hybrid (where participants have the option of joining online or face to face) formats for SWAAG members and guests
- Talks by professionals, specialists and enthusiasts covering a wide range of history and archaeology related topics
- Guided walks encompassing areas, sites and features of archaeological interest have been arranged for SWAAG members and others
- Guided walks for members of the public as part of the Swaledale Festival of Music, Arts & Walking
- Transcriptions of the Healaugh and Muker Manor Court Books for the period 1686-1786 have continued and are available on the SWAAG website

The Trustees hold regular board meetings to review financial issues and to discuss activities, policies, progress and other matters

An AGM available to be attended by all SWAAG members either in person or online was held in October 2022

SWAAG publicizes its activities via Facebook and through it's website (www.swaag.org). The website also includes a wide range of archives, databases, newsletters, publications and other information

Additional details of objectives and activities (Optional information)

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Whilst excavations are supervised by professional archaeologists and training courses are led by specialists, all SWAAG activities are devised, managed, supervised and implemented by SWAAG volunteers

Summary of the main achievements of the charity during the year

See activities listed above

Brief statement of the charity's policy on reserves

Trustees maintain under review the commercial risks to which the charity is exposed - e.g. possible rental of storage space, work required on the website; repairs to and replacement of equipment - as well as those "risks" that arise as a consequence of the research work that SWAAG undertakes - e.g. requirements for radio carbon dating, environmental sample analyses, finds conservation, archiving - and have reached the view that it would be prudent for SWAAG to strive to retain a level of reserves of some £5000. Cash over and above the reserves may be used to fund research projects. This policy is kept under review and formally reviewed at least annually.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The accounts for the financial year ending 31st December 2022 have been prepared on a Receipts and Payments basis.

The accounts have been independently examined by Pamela Myers and her report accompanies this report.

A summary of the charity's assets also accompanies this report.

As recommended by the Charity Commission, the accounts have been segregated into Unrestricted and Restricted cash flows. These funds are considered separately below.

Unrestricted Funds

Over the year the charity has generated a net deficit of £176.61 from turnover income of £1,985.31 compared to a net surplus of £457.14 in 2021 from turnover income of £2,277.69.

The comparative difference between the figures for 2021 and 2022 arises primarily because of a reduction in membership renewals.

With regard to income, membership subscriptions produced £1,487.50 and gift aid £321.99 gift. In addition we received income from donations, walks, book sales and interest totalling £175.82.

Expenditure totalling £2,161.92 was incurred. This included project and equipment expenses of £688.67 plus the costs of insurance, bank charges, CBA membership, talks and website expenses.

There were no Year End Liabilities.

Restricted Funds

We received income totalling £4,615.00 by way of a grant from the Royal Archaeological Institute for post excavation work in connection. with our 2021 dig at The Hagg in Fremington. Related expenditure to date has amounted to £2,904.84 leaving a balance of £1,710.16 for continuing work.

The remainder income represents interest from a donated fund we hold for the establishment and support of an award for landscape archaeology which now stands at a total of £1,003.96 as at 31 December 2022.

Section F

Other optional information

SWAAG wishes to thank :

- The Royal Archaeological Institute for it's support in providing a grant to fund the post excavation analysis and work in respect of the Hagg 2021 excavation
- Tony Liddell of Vindomora Solutions and his staff for their guidance and support for the Hagg exploration programme since 2016
- The Yorkshire Dales National Park Authority for it's advice and support generally and to Doug Mitcham for running an archaeology landscape surveying training course attended by SWAAG members and others
- All of the members and volunteers who generously gave their time and shared their expertise to make SWAAG activities possible


Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Michael Keenan	
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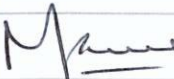
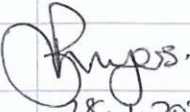
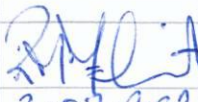
Position (eg Secretary,
Chair, etc)

Treasurer	
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Date

4 March 2023

SWALEDALE & ARKENGARThDALE ARCHAEOLOGY GROUP
ACCOUNTS FOR THE PERIOD 1st JANUARY 2022 TO 31st DECEMBER 2022

	2022 Unrestricted	2022 Restricted	2022 Total	2021	Notes
	£	£	£	£	
Income					
Grant		4,615.00	4,615.00	2,592.00	
Membership Subscriptions	1,487.50		1,487.50	1,775.00	
Gift Aid	321.99		321.99	362.50	
Walks	110.00		110.00	0.00	
Donations	50.00		50.00	100.00	
Book Sales	7.31		7.31	34.19	
Interest	8.51	3.83	12.34	0.10	
Total Income	1,985.31	4,618.83	6,604.14	4,863.79	
Expenditure					
Post Excavation Analysis	4.85	2,904.84	2,909.69	0.00	
Insurance	887.67		887.67	887.67	
Equipment	480.00		480.00	12.99	
Talks	287.68		287.68	212.68	
Project Expenses	203.82		203.82	373.57	
Website	156.90		156.90	179.64	
Bank Charges	81.00		81.00	96.00	
CBA Membership	60.00		60.00	58.00	
Professional Archaeological Support			0.00	2,592.00	
Total Expenditure	2,161.92	2,904.84	5,066.76	4,412.55	
Excess Of Income Over Expenditure	-176.61	1713.99	1537.38	451.24	
1st January 2022 Opening Balance (Bank+Cash)	7,018.10	1,000.13	8,018.23	7,560.99	
31st December 2022 Closing Balance (Bank & Cash)	6841.49	2714.12	9,555.61	8,012.23	
Liabilities at 31st December 2022	0.00	0.00	0.00	0.00	
Debtors at 31st December 2022	0.00	0.00	0.00	0.00	
Signed:					
Michael Keenan, Treasurer					
Date	18 January 2023				
Independently Examined By					
Pamela Myers					
Date	28.1.2023				
Approved by the Trustees and signed on their behalf					
Rod Flint					
Date	3.03.2023				



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

SWALEDALE AND ARKENGARTHDALE ARCHAEOLOGY GROUP

**On accounts for the year
ended**

31 December 2022

**Charity no
(if any)**

1155775

Set out on pages

1 & 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2020.

**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").

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.

**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below *~~) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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.

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

Signed:

Date:

28.1.2023

Name:

Pamela Jeanne Myers

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

Address:

53 Pike Purse Lane

Richmond

North Yorkshire DL10 4PS

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.

SWAAG ASSET REGISTER As At 1 January 2023[illegible]

Notes

1. Held By* Indicates the person who usually stores the equipment and from whom it may be obtained:
PB = Philip Bastow; DB = Dave Brooks; RC = Ric Carter; RF = Rod Flint; MK = Mike Keenan; SN = Sue Nicholson; MW = Mike Walton; HF = Hilary Fawcett
2. This list is not exhaustive but records the material assets and those acquired most recently.
3. Shaded items were included in 2022 insurance