



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01/01/2023 Period start date To 31/12/2023 Period end date

Charity name: SOUTHWELL COMMUNITY ARCHAEOLOGY GROUP

Charity registration number: 1163982

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) To advance the education of the public in the heritage and archaeological importance of Southwell and its locality by:</p> <p>a) promoting research into that subject and to publish the useful results,</p> <p>b) conducting or assisting surveys and other investigations of the local archaeology and history; and c) such other means as the trustees may determine.</p> <p>2) To promote for the benefit of the public the preservation and protection of features of archaeological importance in the area of benefit.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	On-going training for members of the community in the identification of small finds, recording and archiving those artefacts. On-going training for members of the community in the use of digital tools such as GIS and photogrammetry that further the understanding and preservation of the local heritage. Monthly Young Archaeology Club established, and a Summer School held for 6-18 year olds.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees meet quarterly to oversee that activities align with the group's public benefit objectives and to plan strategies that will fulfil the charity's aims and objectives.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	

Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	There were 46 volunteers able to take part in a variety of archaeological activities. All activities were conducted by volunteers under the watch of professional support given by the Trustees and free-lance consultants. The objectives of the charity could not be met without the unstinting efforts of the members, management committee and trustees – all given freely
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Work with the Minster education department who bring in local schools to further their understanding of archaeology and the local Romano-British heritage.</p> <p>A week-long summer school excavation for young people aged 8-16 years old was held during the holidays, with 40 young people attending.</p> <p>Conserving and researching artefacts obtained through archaeological field works so that they may be retained for the benefit of public understanding of local heritage. Members of the public were able to view displays and artefacts illustrating the historical growth of the town.</p> <p>Members of the group are developing photogrammetry and GIS skills so that the heritage of the town may be made accessible to the public through digital media.</p> <p>Regular training for volunteers in archaeological skills that works to benefit the wellbeing of members and enabled the heritage of the town to be better understood.</p>

		<p>Publication of research work through papers in "The Thoroton Society" publications. Book published detailing work on Elizabethan wall paintings in a local building.</p> <p>A series of public talks took place with recognised speakers, on local heritage topics.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Total funds held at end of year: £3,254
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are held under restricted funds and maintained in order to fulfil the objectives of any grants awarded.
Amount of reserves held	Para 1.22	£302
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Membership subscriptions, and gift aid.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document	Para 1.25	Charity Commission model for CIOs
How is the charity constituted?	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Being a Trustee is open to anyone who then needs a proposer and seconder and a majority vote by members at the AGM. In addition, potential Trustees who can support and advance the aims of the charity are invited by the Management Committee to stand at the AGM in a similar election process. Once elected Trustees are in post for three years, after which time Trustees must apply for re-election at the AGM.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	SOUTHWELL COMMUNITY ARCHAEOLOGY GROUP
Other name the charity uses	
Registered charity number	1163982
Charity's principal address	34, Easthorpe, Southwell, Nottinghamshire, NG25 0HY

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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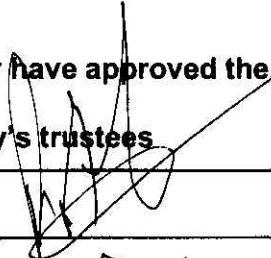
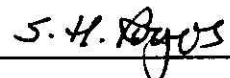
Other optional information

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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	JOHN R Leck	STEPHEN ROGERS
Position (eg Secretary, Chair, etc)	CHAIR	SECRETARY
Date	15/02/2024	



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

SOUTHWELL COMMUNITY ARCHAEOLOGY GROUP

On accounts for the year
ended

31/12/2023

Charity no
(if any)

1163982

Set out on pages

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").

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:

[Signature]

Date:

16.01.24

Name:

IAN GILBERT

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

[Signature]

Address:

BURTON, HILLINGTON ROAD
SOUTHALL
MIDDS N42S 6LR

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
SOUTHWELL COMMUNITY ARCHAEOLOGY GROUP

No (if any)
1163982

CC16a

Receipts and payments accounts

For the period from	Period start date	To	Period end date
	01/01/2023		31/12/2023

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
MEMBERSHIP SUBSCRIPTIONS	1,146	-	-	1,146	1,275
FUNDARISING	91	-	-	91	24
FEES FOR PRESENTING TALKS	140	-	-	140	90
ENTRANCE FEES TO PUBLIC	310	-	-	310	72
GIFT AID	672	-	-	672	-
PUBLISHING INCOME	219	-	-	219	354
GROSS INCOME ON SAVING ACCOUNT	-	-	-	-	3
YAC Monthly/Summer Sch	550	-	-	550	345
Grants & Donations	-	-	-	-	700
MISC INCOME	1,005	-	-	1,005	-
Sub total (Gross income for AR)	4,133	-	-	4,133	2,863
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	4,133	-	-	4,133	2,863
A3 Payments					
MANAGEMENT & GENERAL ADMIN	936	198	-	1,134	431
RENT	450	-	-	450	563
INSURANCE	252	-	-	252	252
SUBSCRIPTIONS	65	-	-	65	80
SPEAKER FEES	190	-	-	190	292
EQUIPMENT & MATERIALS	533	-	-	533	131
SUDWELL PRESS/PUBLISHING	-	-	-	-	1,104
MINSTER ROMAN PLASTER PROJECT	-	-	-	-	887
Bank Charges	4	-	-	4	70
YAC Monthly/Summer Sch	237	-	-	237	798
Sub total	2,667	198	-	2,865	4,608
A4 Asset and investment purchases. (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	2,667	198	-	2,865	4,608
Net of receipts/(payments)	1,466	- 198	-	1,268	- 1,745
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	1,486	500	-	1,986	3,984
Cash funds this year end	2,952	302	-	3,254	2,239

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	Co-op A/C 67271380	2,851	302	-
	Petty Cash	101	-	-
		-	-	-
	Total cash funds	2,952	302	-
	(agree balances with receipts and payments account(s))			

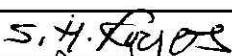
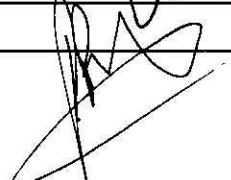
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which liability relates	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
	STEPHEN ROGERS	01/02/24
	JOHN LOCK	01/02/24