



Trustees' Annual Report for the period

Period start date
From 01 01 2025 To 31 12 2025
Period end date

Section A Reference and administration details

Charity name SOUTHWELL COMMUNITY ARCHAEOLOGY GROUP

Other names charity is known by

Registered charity number (if any) 1163982

Charity's principal address 34 EASTHORPE

SOUTHWELL

NOTTINGHAMSHIRE

Postcode

NG25 0HY

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 | JOHN LOCK | CHAIR | | ANNUAL GENERAL MEETING (AGM) |
| 2 | STEPHEN ROGERS | SECRETARY | | AGM |
| 3 | AOIFE CLELAND | | | AGM |
| 4 | JULIA DAVIES | | | AGM |
| 5 | PETER KENT | | | AGM |
| 6 | WILL BOWDEN | VICE-PRESIDENT | | TRUSTEES |
| 7 | CHRISTOPHER BROOKE | VICE-PRESIDENT | | TRUSTEES |
| 8 | | | | |
| 9 | | | | |
| 10 | | | | |
| 11 | | | | |
| 12 | | | | |
| 13 | | | | |
| 14 | | | | |
| 15 | | | | |
| 16 | | | | |
| 17 | | | | |
| 18 | | | | |
| 19 | | | | |
| 20 | | | | |

Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|------|-----------------------------------|
| | |

| | |
|--|--|
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

| |
|--|
| |
|--|

Section B Structure, governance and management

Description of the charity's trusts

| | |
|---|--|
| Type of governing document (eg. trust deed, constitution) | Constitution |
| How the charity is constituted (eg. trust, association, company) | CIO |
| Trustee selection methods (eg. appointed by, elected by) | ANNUAL GENERAL MEETING MEMBERS' ELECTION |

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.

Trustees meet quarterly to set strategic direction and policy; a management committee oversees implementation details.

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

- 1) To advance the education of the public in the heritage and archaeological importance of Southwell and its locality by:
 - a) promoting research into that subject and to publish the useful results,
 - b) conducting or assisting surveys and other investigations of the local archaeology and history; and c) such other means as the trustees may determine.
- 2) To promote for the benefit of the public the preservation and protection of features of archaeological importance in the area of benefit.

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)

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 meets; young peoples' activity included a Summer School excavation for 8-16 year olds.

Undertaking public talks to a variety of community groups to educate the public on the heritage of Southwell.

Open meetings for the public to promote local history and archaeology.

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 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.

There were 45 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

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

We have devised programmes for Southwell Minster education department who bring in local schools to further their understanding of archaeology and the local Romano-British and Saxon heritage.

A week-long summer school excavation for young people aged 8-16 years old was held during the holidays, with 25 young people attending.

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.

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.

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.

Publication of research work through papers in "The Thoroton Society" publications.

A series of public talks took place with recognised speakers, on local heritage topics.

Section E

Financial review

Brief statement of the charity's policy on reserves

Trustees place in reserves all monies related to the Young Archaeologists' Club and any funds received from grants.

Details of any funds materially in deficit

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.

Principal sources of funding are membership fees and grants for specific projects.

Expenditure is invested in the projects that support our charitable aims. A small amount is paid to rent premises for meetings.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)

S.H. Rogers

Full name(s)

STEPHEN HOWARD ROGERS

Position (eg Secretary, Chair, etc)

SECRETARY

Date

21/02/2026


JOHN R LOCK
CHAIR



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 01/01/2025 | To | Period end date 31/12/2025 |
|------------------------|---------------------------------|----|-------------------------------|

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 | 1,225 | - | - | 1,225 | 1,185 |
| Fund Raising | 18 | - | - | 18 | - |
| Fees for Presenting Talks | 220 | - | - | 220 | 110 |
| Entrance fees for public meetings | 270 | - | - | 270 | 215 |
| Publishing Income | 140 | - | - | 140 | 94 |
| Grants and Donations | 1,030 | - | - | 1,030 | 888 |
| YAC Monthly/Summer Sch | | 550 | - | 550 | 510 |
| Miscellaneous | 298 | - | - | 298 | |
| Sub total (Gross income for AR) | 3,201 | 550 | - | 3,751 | 3,002 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 3,201 | 550 | - | 3,751 | 3,002 |
| A3 Payments | | | | | |
| Management and general admin | 1,870 | - | - | 1,870 | 785 |
| Rent | 611 | - | - | 611 | 281 |
| Insurance | 252 | - | - | 252 | 252 |
| subscriptions | 72 | - | - | 72 | 53 |
| Speaker Fees | 172 | - | - | 172 | 137 |
| Equipment and Materials | 1,104 | - | - | 1,104 | 1,013 |
| Bank charges | 3 | - | - | 3 | 8 |
| YAC Monthly /summer sch | | 284 | - | 284 | 240 |
| Thoronton Project | 600 | - | - | 600 | - |
| Miscellaneous | 53 | - | - | 53 | |
| Sub total | 4,737 | 284 | - | 5,021 | 2,769 |
| A4 Asset and investment purchases. (see table) | | | | | |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | 4,737 | 284 | - | 5,021 | 2,769 |
| Net of receipts/(payments) | - 1,536 | 266 | - | - 1,270 | 233 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | - 1,536 | 266 | - | - 1,270 | 233 |

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 Bank A/C 67271380 | 1,722 | 261 | - |
| | Petty Cash | 230 | 4 | - |
| | | - | - | - |
| | Total cash funds | 1,952 | 265 | - |
| | (agree balances with receipts and payments account(s)) | Agreement Error | Agreement Error | OK |

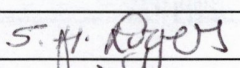
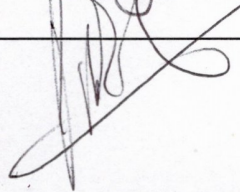
| | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|--------------------------|---------|---------------------------------|-------------------------------|------------------------------|
| B2 Other monetary assets | | - | - | - |
| | | - | -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

| | 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 | 21/02/26 |
|  | JOHN R. LOCK | 21/02/26 |



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

SOUTHWELL COMMUNITY ARCHAEOLOGY GROUP

On accounts for the year
ended

31/12/2025

Charity no
(if any)

1163982.

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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:

1.2.26

Name:

IAN ELLIOTT

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

[Blank]

Address:

BARKWELL HALLINGTON ROAD
SOUTHWELL NOTTS
NG25 0LR

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.