



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

CIO Incorporation date 06/12/2022

Period end date 29/02/2024

Charity name: Gloucestershire Archaeology

Charity registration number: 1201251

CIO number CE030903

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To advance the education of the public in the history, archaeology and related subjects in Gloucestershire through lectures, conferences and field events; to undertake and provide grants for archaeological and local historical research and fieldwork; to issue reports and other publications on its work; to maintain links with other like-minded bodies and to perform a representative role in respect to threats to archaeology.
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	11 public lectures held during the period, three excavations and two geophysical surveys undertaken. Annual journal published.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	The Charity has one restricted fund relating to a legacy by a member. This is to be used to make a grant of up to £1,000 once a year towards publication of a piece of archaeological research relating to Gloucestershire. Applications are reviewed by all the Trustees and the decision made by simple majority. Any trustee with an

		interest in the piece of work takes no part in the discussion or voting.
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	All activities are run by volunteers
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	The Charity has increased the number of fieldwork activities undertaken with volunteers and has successfully delivered the lecture series and journal. This has delivered educational benefits to members in terms of skills learnt during fieldwork and knowledge imparted in lectures. The Charity made its annual grant of £1,000 from the restricted Frocester Publication Fund to support the publication of an archaeological report which otherwise would not have been available to the public.

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	The accounts are prepared on receipts and payments basis. Payments exceeded receipts in this period for the CIO. A one off payment of £3,060 was spent on the creation of a new website which will benefit the Charity in years to come, as it will attract new members and enable recorded lectures and educational publications to be available to members. In addition these accounts do not show the whole picture for Gloucestershire Archaeology as an entity, as the new CIO only operated from April 2023 when its bank account was opened, so these accounts are missing membership income that came into the old bank account belonging to the previous non incorporated charity, in March 2023.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The cash reserves brought forward were transferred from Gloucestershire Archaeology in its previous incarnation as a unincorporated charity (number 252290)
Amount of reserves held	Para 1.22	£12,061
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

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 Grants made by third parties to cover fieldwork equipment and finds analysis Other small donations
Investment policy and objectives including any	Para 1.46	

social investment policy adopted		
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 (trust deed , royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association , CIO)	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	Trustees are selected from the membership by 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	Trustees receive an induction pack once elected.
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		

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Reference and Administrative details

Charity name	Gloucestershire Archaeology
Other name the charity uses	GlosArch
Registered charity number	1201251
Charity's principal address	15 Lansdown Parade, Cheltenham, GL50 2LH

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	Dr Phillip Cox	Hon Secretary		
2	Mrs Sally Nicholas	Hon Treasurer		
3	Mr Michael Hare	President		
4	Miss Angela Newcombe	Membership Secretary		
5	Mr Neil Cathie	Fieldwork Director		
6	Mr Terry Moore-Scott			
7	Mrs Sophie Beckett			
8	Mr David Jones	Summer visits organiser		
9	Mr Michael Milward	Chairman		
10	Mrs Susan Clemmitt			
11	Dr Les Comtesse	Production editor, Glevensis		
12	Dr Tim Copeland	Editor-in-chief, Glevensis		
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
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

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) Dr Phillip Cox	Sally Nicholas
	Position (eg Secretary, Chair, etc) Hon Secretary	Hon Treasurer
Date 20/11/2024		



CHARITY COMMISSION
FOR ENGLAND AND WALES

Gloucester Archaeology

1201251
CE030903

Receipts and payments accounts

CC16a

For the period
from

06/12/2022

To

29/02/2024

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					
Member Subscriptions	1,195	-	-	1,195	-
Glevensis journal	55	-	-	55	-
Educational visits	156	-	-	156	-
Donations received	20	-	-	20	-
Grants received	-	500	-	500	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	1,426	500	-	1,926	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	1,426	500	-	1,926	-
A3 Payments					
Lecturers Expenses	40	-	-	40	-
Hire of Hall form meetings	336	-	-	336	-
Affiliation Fees	89	-	-	89	-
Insurance	570	-	-	570	-
Glevensis Journal Printing & Postage	971	-	-	971	-
Analysis of Finds	204	-	-	204	-
Website development	3,060	-	-	3,060	-
Website & Technical maintenance	389	-	-	389	-
Fieldwork Equipment	102	500	-	602	-
Lecture Equipment	144	-	-	144	-
Educational Visit Costs	156	-	-	156	-
Annual Grant ,made from Frocester Publication Fund		1,000	-	1,000	-
Sub total	6,061	1,500	-	7,561	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,061	1,500	-	7,561	-
Net of receipts/(payments)	- 4,635	- 1,000	-	- 5,635	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds transferred from Gloucestershire Archaeology unincorporated charity number 252290	16,696	13,369	-	30,065	-
Cash funds this year end	12,061	12,369	-	24,430	-

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 Current Account	1,933	-	-
	Co-op Bank High Interest Account	8,863	-	-
	Co-op Bank High Interest Account (Fieldwork)	1,265	-	-
	Co-op Bank High Interest Account Frocester Publication Fund		12,369	-
	Total cash funds	12,061	12,369	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

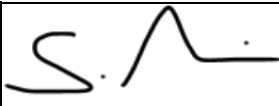
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	N/A	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

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

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

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	N/A		-	
			-	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	SALLY NICHOLAS	20/11/2024
	PHILLIP COX	22/11/2024