



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 March 2024 to 28 February 2025

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	8 public lectures and three visits to archaeological/historical sites during the period, and two excavations and two geophysical surveys undertaken. Annual journal published. Annual grant awarded.
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 and volunteers contribute time and funds towards preparation and analysis of finds from excavations.
Other		GlosArch participated in the annual Archaeology in Gloucestershire symposium.

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 Trustees authorised a grant of £650 from the restricted Frocester Publication Fund to support the publication of an archaeological report which otherwise would not have been available to the public. The amount was not paid out in this year as invoice had not been received by 28.2.2025. The work has subsequently been undertaken.

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. This year's income includes a grant of £2,000 to cover costs relating to an excavation that have not yet been expended, and costs of £300 relating to income received in the following financial year. Exclusion of these figures leaves the Charity with a healthy surplus of £2,024.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Charity's cash reserves are the surpluses brought forward from the previous non incorporated Charity of the same name and the surplus arising in subsequent years. These are kept as a buffer against the future possibility of a fall in membership numbers and/or a rise in running costs, also contingency planning for any future equipment needs or website development.
Amount of reserves held	Para 1.22	£13,618
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 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 (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		

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		

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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	10/12/2025	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Gloucester Archaeology

1201251
CE030903

CC16a

Receipts and payments accounts

For the period
from

01/03/2024

To

28/02/2025

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					
Member Subscriptions	3,866	-	-	3,866	-
Glevensis journal sales to 3rd parties	108	-	-	108	-
Educational visits	958	-	-	958	-
Donations received	448	-	-	448	-
Grants received	-	2,960	-	2,960	-
Bank Interest	141	166	-	307	-
Gift aid	276	-	-	276	-
	-	-	-	-	-
Sub total (Gross income for AR)	5,797	3,126	-	8,923	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,797	3,126	-	8,923	-
A3 Payments					
Lecturers Expenses	150	-	-	150	-
Hire of Hall for meetings	348	-	-	348	-
Affiliation Fees	93	-	-	93	-
Insurance	868	-	-	868	-
Glevensis Journal Printing & Postage	871	-	-	871	-
Analysis of Finds	300	960	-	1,260	-
DBS checks	30	-	-	30	-
Stationery	24	-	-	24	-
Charitable donations	50	-	-	50	-
Website & Technical maintenance	321	-	-	321	-
Fieldwork Equipment	20	-	-	20	-
Lecture Equipment	281	-	-	281	-
Educational Visit Costs	884	-	-	884	-
Annual Grant made from Frocester Publication Fund	-	-	-	-	-
Sub total	4,240	960	-	5,200	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	4,240	960	-	5,200	-
Net of receipts/(payments)	1,557	2,166	-	3,723	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	12,061	12,369	-	24,430	-
Cash funds this year end	13,618	14,535	-	28,153	-

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	3,473	-	-
	Co-op Bank High Interest Account	8,980		
	Co-op Bank High Interest Account (Fieldwork)	1,165	2,000	-
	Co-op Bank High Interest Account Frocester Publication Fund		12,535	-
	Total cash funds	13,618	14,535	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

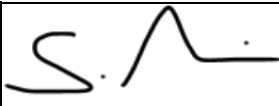
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	N/A	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	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	10/12/2025
	PHILLIP COX	11/12/2025