

Council for British Archaeology East

Chairman's Report 2019-20

In the course of another successful year the Committee met on four occasions, while a fifth meeting scheduled for late March was cancelled because of the Covid-19 pandemic.

Three excursions took place, a guided walk around the Roman town at Caistor St Edmund in August, a tour of Ely following on from the AGM in September and, in November, a visit to a major archaeological excavation in Norwich.

Only one grant was made this year, of £50 to Moyse's Hall Museum, Bury St Edmunds, towards the purchase of an important artefact, a medieval inscribed silver gilt finger-ring found at nearby Stanton (see illustration below). A further grant, to Cambridge Archaeology Field Group, was approved by Committee and will appear in the accounts for next year.

The highlight of the year was without doubt a one-day conference held in Ipswich in September, entitled *Archaeology in the East: celebrating 75 years of the Council for British Archaeology*. Eight speakers addressed a hall packed to capacity and covered a very wide span of topics concerning recent fieldwork and research, from the earliest evidence of human occupation in Britain, at Happisburgh in Norfolk, to the excavation of the medieval hospital of St John the Evangelist in Cambridge.

Andrew Rogerson 2/5/20



Secretary's Report 2019 to 2020.

Two new members joined the committee at the May 2019 AGM – David Gordon and Louise Harrison. David has taken over responsibility for the Newsletter and Louise has taken on the role of Secretary.

There have been four Committee meetings, in May, August and November 2019 and January 2020. A Committee meeting scheduled for March 21st 2020 had to be cancelled because of restrictions following the outbreak of the Covid-19 virus.

A successful Conference was held in October 2019 in Ipswich, attended by 100+ members. A sub-committee was appointed to organise a Conference for October 2020, to be held jointly with Oxford

CBA East is a registered charity in England & Wales 1086510.

Archaeology East. Two sub-committee meetings were held and a venue identified but then plans were postponed to 2021 because of the uncertainty over continuing Covid-19 restrictions.

The 2020 AGM had been arranged for May 2020 but has had to be cancelled because of Covid-19 restrictions on social gathering. The Officers' Reports and Accounts are being distributed separately from the AGM.

The first of a twice-yearly Newsletter was distributed to members in January 2020 and the second is to be distributed in June.

Several events for members were organised for 2020 but all had to be cancelled owing to Covid-19 restrictions. One is re-planned to go ahead in 2021 and it is hoped another event will also take place in 2021. Our website is updated regularly with information on all events.

Two grant applications were received and one donation made. The donation to Moyse's Hall Museum, Bury St Edmunds, was made in August 2019. One grant was approved via email in April 2020 to Cambridge Archaeology Field Group; the other application was rejected in May 2019. The committee agreed in November 2019 that all grant applications received during the calendar year would be considered together following December of that year.

Correspondence included one request received from a researcher seeking information on coin-moulds, and another request for information on archaeology groups in Hertfordshire.

Treasurer's Report to the Annual General Meeting for 2019-20

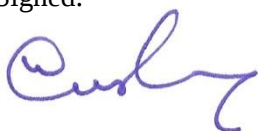
The accounts for the year 1st April 2019 – 31st March 2020 are presented below.

Income & Expenditure 1st April - 31st March						
		Note	2019/20		2018/19	
Income						
	Membership Receipts	1	897.00		817.00	
	Conference	2	2340.00			
	Interest	3	1.00		1.00	
	Total Income			3,238.00		818.00
Expenditure						
	Committee Expenses				76.00	
	Venue Hire				237.70	
	Conference	2	2557.81			
	Insurance	4	103.50		100.00	
	Meeting Room	5	110.00			
	Grant	5	50.00		1500.00	
	Tour Guide	6	70.00			
	Stationery & Printing	7	93.40			
	Postage	7	90.66			
	Other				120.00	
	Total Expenditure			(3,075.37)		(2,033.70)
	Transfer to/(from) Acc Fund			162.63		(1,215.70)
Balance Sheet - Accumulated Fund						
				31 Mar 20		31 Mar 19
	Balance Brought Forward	8		13,260.54		14,476.24
	Transfer in / (out)			162.63		(1,215.70)
	Balance Carried Forward	8		13,423.17		13,260.54

Notes:

- 1) Membership income is derived from two sources – indirectly from CBA nationally, where members pay as part of their national subscription, and locally where members pay directly to CBA East. Membership rates are £5 for two people at the same address, and £7 for an institution.
- 2) 105 tickets were sold for the conference, with members paying £20, and non-members paying £25. The ticket price included a buffet lunch and afternoon refreshments. Payment by non-members was treated as providing membership of CBAE for a full year. We are grateful to the speakers for giving their time freely. Overall, there was a slight loss, amounting to approximately £2 per person.
- 3) CBAE maintains two bank accounts. A current account with Barclays is used for day-to-day use, and an investment account with Scottish Widows. Until mid 2018 the latter paid a modest rate of interest, but the present rate of interest is 0.1%. See also Note 8.
- 4) CBAE is insured as part of a joint policy with Aviva (Number 24765101 CHC/SO/000811), arranged for CBA nationally by Towergate Insurance.
- 5) Committee meetings are generally held in Moyse's Hall Museum, Bury St Edmunds. The committee feel it is appropriate to make a donation for use of their teaching room. From time to time, the Museum has drawn to the committee's attention their latest appeal for funds to purchase an artefact of local significance. A donation has been made as a contribution to one appeal, as described in the Chairman's Report, shown here as 'Grant'.
- 6) Walking tours were held on two occasions during the year. A tour of Ely followed the AGM on 25th May 2019. Morning and afternoon tours of Caistor Ventorum were led by Alice Lyons on 20th July. The fixed fee for the guide was paid by CBAE; in Ely an additional fee *per capita* was paid by attendees.
- 7) A significant part of the group's expenditure comprises postage and printing. In this financial year there have been two mailings – in May 2019 for the AGM, and in January 2020 the first of a new series of newsletters was e-mailed to most, and posted to some. The Newsletter included some colour printing. Will members who are still receiving hard copy *please* provide an e-mail address, to save the trees, save the cost of printing and postage, and save the Treasurer's time so he can get on with archaeology.
- 8) CBA East was formed by the merger in 2011 of CBA Mid Anglia and CBA East Anglia. In addition to two accounts in the name of CBA East, it is believed that the funds in a further account held with Bank of Scotland in the name of CBA East Anglia are truly assets of CBA East. After significant correspondence, a formal complaint was raised with Bank of Scotland which was acknowledged on 27th February 2020. Action rests with Bank of Scotland to process the complaint. The closing balance is understood to be £419.93, and is shown at that amount in these accounts.
- 9) I am grateful to Mr John Stanford for acting as Independent Examiner. Mr Stanford's report is appended. As the turnover of the Trust is less than £25,000, a full audit is not required.

Signed.



27th April 2020.

Independent examiner's report to the trustees of CBA East

This is a report to the trustees on my examination of the accounts of the CBA East (the Trust) for the year ended 31 March 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'). Even though the gross income of the charity did not exceed £25,000 in the financial year I was asked to conduct an independent examination of the accounts.

I report in respect of my examination of the Trust's accounts carried out in line with the Directions and Guidance provided by the Charity Commission.

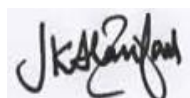
Independent examiner's statement

I have completed my examination.

I am satisfied that the accounting records were kept as required by section 130 of the Act and the accounts accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

Signed:



John Stanford
11 Histon Road
Cottenham
Cambridge
CB24 8UF

Date:

31st May 2020