



<http://kentarchaeology.org.uk/research/archaeologia-cantiana/>

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KENT ARCHAEOLOGICAL SOCIETY

ANNUAL REPORT OF THE COUNCIL FOR 2001

The Council of the Society presents its 143rd report and statement of accounts for the year ending the 31 December 2001.

The Society is established to promote the study and publication of archaeology and history in all their branches, especially within the ancient county of Kent. The Society's activities are carried out throughout the ancient county of Kent. It has no staff and its officers are only paid out-of-pocket expenses. It co-operates with its affiliated societies and the organizations to which it is affiliated or of which it is a member. In particular it co-operates with the Canterbury Archaeological Trust in promotion of education and the Council for the Protection of Rural England (Kent Branch) in the protection of historic buildings through a joint committee.

The Society's activities are carried out by its Council, committees and officers.

REVIEW OF THE YEAR

Annual General Meeting: The Society's AGM was held at Maidstone on Saturday 23 June 2001 when the Council's annual report and the accounts for 2000 were accepted and Messrs Reeves and Neylan were re-appointed auditors. The officers and members of the Council were elected; see below under Legal and Administrative Information.

Changes were made to the following of the Society's rules: 12(b), 17, 18, 19, 21, 22 and 25(a). These changes limit the President's term of office to 7 years, reduce the number of Vice Presidents from five to four, remove an ambiguity about when officers retire, give the Council more powers to co-opt a replacement for an Officer who ceases to hold office, reduce the number of members of the Council from 24 to 16 over a period of four years, clarify how vacancies are filled, limit their period of office to 12 years and limit members of a committee to a term of 10 years.

Fieldwork: Another training excavation, attended by 31 trainees, was held at the Roman villa site at Minster-in-Thamet where building IV and part of a boundary wall were excavated and a resistivity survey carried out. Several sites were surveyed by groups and individuals using the Society's resistivity meter. Liaison with metal detectorists continued and the Society held a joint meeting of archaeologists and detectorists. A group continued archiving records from past excavations and an application to the Heritage Lottery Fund to finance publication of unpublished sites was prepared. Three grants were made for equipment and to support excavations.

Publications: Two volumes of *Archaeologia Cantiana* were published, CXX (2000) and CXXI (2001), the latter being a Memorial Volume to Dr Alec Detsicas and Kenneth Gravett. There were two other publications: Kent Records volume XXIX *Kent Hearth Tax Assessments Lady Day 1664*, edited by Duncan Harrington with an Introduction by Sarah Pearson, and Parts 4, 5 and 6 (Volume 3) in the *New Records Series*. Grants of £500 and £50 were made from the Kent Local History Fund. The Society is sponsoring publication of *An Historical Atlas of Kent* and substantial progress was made.

Churches and Historic Buildings: Visits to Kent churches were continued with visits to Westerham, Dartford and Darenth and to Brookland and Ivychurch. Work on compiling a database of Kent churches continued slowly and more help would be welcomed. Churches asking for help with the preparation of church guides have been given guidance and assistance.

The Kent Historic Buildings Committee continued to keep a watchful eye, and make representations, on proposals affecting listed buildings and buildings in conservation areas. However, this task is made difficult by the lack of timely information from planning authorities.

Library and collections: The Library's catalogue was made available on computer and work on cataloguing material bequeathed by members and electronic storage of the collection of visual images continued. Because of a lack of space a review of the Library's holdings was started to identify little used and extraneous material for disposal.

The Hon. Curator continued work on the catalogue of the Society's collections with checking and adding further material. Conservation of several small items in the collections was completed.

Education: The Education Committee continued to monitor the work of the CAT's Education Service to which it gives substantial financial support. It received detailed reports from the Trust's Education Officer and was able to assist in developing proposals for new initiatives. These included an educational guide to a major series of excavations in Canterbury and the publication of *A Journey to Medieval Canterbury*, a successor volume to *Roman Canterbury*, both designed to fit in with the national curriculum. Links were maintained with other bodies and the regional liaison officer of the CBA and a leader of a Young Archaeologists Club joined the Committee.

Membership: The year saw the new Hon. Membership Secretary, Mrs S. Broomfield, taking over the reins from Mrs M. Lawrence. The Society welcomed 123 new members (including 6 affiliated societies) during the year and ended the year with a membership of 1,612.

Activities for members: Mrs Lawrence continued as chairman of the Membership and Publicity Committee and arranged a Spring Social Evening at *Oxenhoath House*, West Peckham attended by 87 members. Members attending the Christmas lunch at the Hop Farm Country Park, Paddock Wood, were entertained by performers from Tonbridge Oast Theatre and were able to visit nearby Preston Hall. An interesting variety of subjects was provided in the winter series of lectures arranged by Mr D.G. Anstey who inaugurated a new series of Lectures in the Library. The Hon. Excursions Secretary, Mrs J. Saynor, organised a week excursion to Southern Ireland in June which was followed by day excursions to Lullingstone Park and Castle, the Royal Engineers' Museum at Gillingham and Fort Amherst, and to Sheerness.

Relations with other bodies: The Society appoints members or representatives to a number of other organisations. In particular, it has received regular reports from CBA South East and the Standing Conference on London Archaeology. There was a further meeting of representatives of the county archaeological societies in southern England which provides a useful forum to discuss matters of common interest and learn about what other societies are doing. The Society has regularly been represented at meetings of the Kent History Federation.

The Society's role: The implications of the report of working party established to review the future role and structure of the Society were considered by Committees. In particular one of its main recommendations, the appointment of an Information Officer whose duties include editing an expanded Newsletter, was implemented by the appointment of Mrs L. Palmer and approval of plans for enlarged and more frequent issues of the Newsletter. An IT Working Party had been set up and its recommendations were being implemented by the Society.

REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS

The accompanying financial statements show the current state of the Society's finances which its Council considers to be sound. They comply with the Council's understanding of the current statutory requirements and the requirements of the Society's rules.

Investments: The trustees seek, in the management of their investments, a balance between income and capital growth. The Finance Committee oversees the management of the Society's investments.

The portfolio, managed by Laing and Cruickshank Investment Management Ltd, decreased by 19% to £1,057,840 and currently yields 3.66%. The C.O.I.F. investments, which currently yield 3.33% per cent, fell in value from £85,006 to £73,164.

Reserves: The Council budgets each year to spend a sum considerably in excess of current income and tries to maintain reserves appropriate to allow this to continue. The Society relies on its officers and other members giving their time freely to organise its activities. Without those contributions it would have to spend a substantial sum on salaries.

Allen Grove Local History Fund: The Society administers the Allen Grove Local History Fund which was given in the will of the late Allen Grove. Its objects, consistent with those of the Society, are to promote research, preservation and enjoyment of local history. It is a restricted fund and is invested separately from the Society's other investments. In accordance with the terms of the legacy, decisions on how the fund is to be spent are taken by the Society's officers. During the year eight grants totalling £1,600 were made towards the costs of producing publications on local history and displays at exhibitions.

LEGAL AND ADMINISTRATIVE INFORMATION

The Society is a charity registered with the Charity Commission under number 223382. It is an unincorporated association governed by its rules which are published in *Archaeologia Cantiana* from time to time and copies of which can be obtained from the Hon. General Secretary. It is also registered as a charity with the Inland Revenue which has made a direction under section 201 of the Income and Corporation Taxes Act 1988 which permits certain members (generally those whose employment is related to the Society's activities) to obtain income tax relief on their subscriptions to the Society; further details can be obtained from the Hon. General Secretary.

The principal address of the Society is **The Museum, St Faith's Street, Maidstone, Kent, ME14 1LH**. However, correspondence should be addressed to the relevant officer.

The governing body of the Society is the Council whose members are its charity trustees and are elected by the members of the Society at its annual general meeting in May each year. During the period covered by this report they were as listed on the following page (p. 453).

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P.E. Oldham	President	E.P. Connell *
A.I. Moffat	Hon. General Secretary	B.T. Cousins *
R.G. Thomas	Hon. Treasurer	P. Cullen
S. Broomfield *	Hon. Membership Secretary	A.J. Daniels ***
F.H. Pantou	Hon. Librarian	P.A. Harlow
T.G. Lawson	Hon. Editor	L.E. Iltott
J. Saynor	Hon. Excursions Secretary	D. Killingray
M.C.W. Still	Hon. Curator	M. Lawrence ***
C.W. Chalklin	Vice President	R.F. LeGear
R.H. Hiscock ***	Vice President	A. Miles
L.D. Lyle	Vice President	M.A. Ocock
E. Melling	Vice President	K. Parfitt **
J. Whyman	Vice President	R.N. Rolinson
N.R. Aldridge ***		R.J. Spain
D.G. Anstey		A. Thompson
D. Bacchus		A.F. Ward *
D.A.H. Cleggett		C.P. Ward

* Denotes re-elected at the AGM (23/06/01); **elected at the AGM (23/06/01);

***Retired at the AGM (23/06/01).

The officers (other than the Vice Presidents) hold office for one year, the Vice Presidents for seven years and the other members for four years.

The Society's main agents and advisers are:

Bankers: National Westminster Bank plc, 3 High Street, Maidstone, Kent, ME14 1XU

Auditors: Reeves & Neylan, 37 St Margaret's Street, Canterbury, Kent, CT1 2TU

Solicitors: Martin Tolhurst Partnership, 7 Wrotham Road, Gravesend, Kent, DA11 0PD

Stockbrokers: Laing & Cruickshank Investment Management Ltd, 5 Appold Street, London, WC2A 2DA

Stockbrokers' nominee company holding the Society's investments: Productive Nominees Ltd, 5 Appold Street, London, WC2A 2DA.

The Society's activities are restricted by the terms of its objects set out elsewhere in this report. In particular its area of benefit is mainly (but not exclusively) the ancient county of Kent which is considered to be the administrative County of Kent, Medway Council and the London Boroughs of Bexley, Bromley, Greenwich and part of Lewisham.

The Society's investment powers are those contained in the Trustee Investments Act 1961 as amended. Its rules do not give it any special investment powers. The Council has delegated some of its investment powers to Laing & Cruickshank Investment Management Ltd in accordance with a scheme made by the Charity Commissioners (18 April 1994).

A. I. Moffat, Hon. General Secretary
on behalf of the Council
23 February 2002

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ABRIDGED FINANCIAL INFORMATION

Statement of Financial Activities for the year ended 31 December 2001

	Unrestricted fund £	Designated funds £	Restricted funds £	Total £	2000 £
Income resources					
Subscriptions	28,225	683	-	28,908	28,514
Donations	-	-	-	-	44
Grants	-	-	-	-	5,000
Investment income	9,207	38,947	1,600	49,754	48,323
Other income	27,670	-	-	27,670	24,495
Transfers between funds	39,386	(39,386)	-	-	-
Total incoming resources	104,488	244	1,600	106,332	108,596
Resources expended					
Direct charitable expenditure:					
<i>Archaeologia Cantiana</i> expenses	39,978	-	-	39,978	20,393
Excursions, Events and Lectures	19,771	-	-	19,771	17,914
Committees' Expenditure	23,246	275	-	23,521	31,463
Newsletters and Information Officer	9,756	-	-	9,756	5,278
Minster training excavation	6,042	-	-	6,042	-
Grants	50	-	-	50	3,900
Subscriptions to other bodies	251	-	-	251	216
Allen Grove awards	-	-	1,600	1,600	1,700
Other expenditure:					
Fundraising and Publicity costs	-	-	-	-	-
Management and administration	5,899	-	10	5,909	8,482
Investment Management fees	6,927	-	-	6,927	6,320
Depreciation	2,403	-	1,250	3,653	2,363
Total expenditure	114,323	275	2,860	117,458	98,029
Net (outgoing)/incoming resources for the year	(9,835)	(31)	(1,260)	(11,126)	10,567
Gains/(Losses) on investments	(22,893)	(228,370)	(7,268)	(258,531)	85,333
Net movement in funds	(32,728)	(228,401)	(8,528)	(269,657)	95,900
Funds brought forward at 1 January 2001	198,410	1,223,602	56,436	1,478,448	1,382,548
Funds carried forward at 31 December 2001	165,682	995,201	47,908	1,208,791	1,478,448

There were no recognised gains or losses other than those included in the Statement of Financial Activities.

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Balance Sheet at 31 December 2001

	2001 £	2000 £
Fixed assets		
Tangible fixed assets	8,595	7,090
Investments	1,229,766	1,505,550
	<u>1,238,361</u>	<u>1,512,640</u>
Current assets		
Debtors	11,931	14,584
Cash at Bank and in Hand	1,171	5,960
	<u>13,102</u>	<u>20,544</u>
Creditors, amounts falling Within one year	<u>42,672</u>	<u>54,736</u>
Net Current Liabilities	<u>(29,570)</u>	<u>(34,192)</u>
Net Assets	<u>1,208,791</u>	<u>1,478,448</u>
Funds		
General	165,682	198,410
Designated Funds	995,201	1,223,602
Restricted Funds	47,908	56,436
	<u>1,208,791</u>	<u>1,478,448</u>

The above figures are extracted from the full Trustees' report and financial statements which have been audited by Reeves and Neylan who gave an unqualified audit report on 10 April 2002. The auditors have confirmed to the Trustees that the summarised financial statements are consistent with the full financial statements for the year ended 31 December 2001. The Trustees' report and financial statements were approved by the Trustees and signed on their behalf on 6 April 2002.

These summarised financial statements may not contain sufficient information to gain a complete understanding of the financial affairs of The Kent Archaeological Society. The full Trustees' report, audit report and financial statements may be obtained from The Kent Archaeological Society, Three Elms, Woodlands Lane, Shorne, Gravesend, Kent DA12 3HH.

Signed on behalf of the Trustees:

P E Oldham (President)
R G Thomas (Honorary Treasurer)