



Trustees' Annual Report for the period

Period start date

22 MAY 2020

Period end date

31 December 2020

From

To

Charity name

Bath and Counties Archaeological Society

Other names charity is known by

BACAS

Registered charity number (if any)

1189630

Charity's principal address

7 Maycliffe Park

Bristol

Postcode

BS6 5JH

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	Henry Lowe	Chairman		
2	Dr Janet Pryke			
3	Laurence Chadd			
4	Les Hayes			
5	Bob Whitaker			
6	Lawrie Scott		1st Jan - 25th Aug 2020	
7				
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)

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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 - Charitable Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Elected by ballot at the AGM, with interim options to co-opt, as per the Constitution

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.

Organisational Structure.
Trustees are elected from the membership.
The Society is managed by a General Committee all of whom are elected from the membership. Five of the Trustees are also members of the General Committee.
Specialist groups/committees reporting to the Trustees are formed as necessary

Section C Objectives and activities

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

To promote for the public benefit the study of archaeology in all its branches.

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)

The society achieves these aims by organizing public lectures given by leading archaeological professionals and excursions to study archaeological and historic sites. Members participate in fieldwork projects using the society's own archaeological equipment. Projects include geophysical studies as well as excavations under the direction of the society's director of archaeology. The society provides training and experience of a broad range of archaeological and historical investigative techniques which may be applied to the study of the local heritage and from time to time organizes specific training sessions in contemporary archaeological techniques. Reports of all projects undertaken are published on the society's website or in the society's journal of record Camertonia. Access to society records is possible via the society's website. The society also publishes a regular newsletter which informs readers of current society activities and other activities organized by local groups to provide a good resource for those interested in archaeological events. The society answers general enquiries from members of the public and works with the local authority to enhance the Historical Environment Record (HER). The Trustees can confirm that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

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.

Summary of the main achievements of the charity during the year

2020 was the year of the Covid-19 pandemic and the Society strictly followed Government Guidelines as they evolved in order to protect our membership and the wider public.

We began the year in January conducting a geophysical survey on the East side of Lansdown Road, Bath surveying the Ovate enclosure in Paddock Field. This project is part of an ongoing study of specific sites on the Lansdown plateau. In February we were assisted by volunteers from the National Trust in clearance work on the Twin Barrows site adjacent to Lansdown Golf Club in preparation for a geophysical survey, as part of a Bath-wide initiative to encourage greater awareness amongst the general public of Bath's natural environment - Bathscape. From March through most of the rest of the year, in accordance with government regulations, we suspended all Fieldwork. Although we were able to undertake small scale project work when regulations permitted small groups to associate. Special protocols were developed which allowed the use of equipment to maintain personal protection and social distancing.

Our planned series of Summer excursions were suspended and ultimately deferred until 2021.

Our Autumn series of public lectures was also suspended, however a partnership was developed with Bristol Museum, Bristol and Avon Archaeology Society and Bristol and South Gloucestershire Archaeology Society and some of our planned lectures were included in a series of lectures on-line to a worldwide audience. This helped inform the wider public of our work and also increased accessibility and inclusion - a positive benefit, particularly to our less mobile members.

The Committee and Trustees held virtual meetings to review the financial situation of the Society to ensure that such decisions were taken as necessary to support the organisation through this difficult period and to consider prospects for activities in the light of the changing regulations.

To conform to Government regulations regarding the number of people allowed to assemble in groups the Trustees decided it was not possible to hold an AGM in the year.

Section E

Financial review

Brief statement of the charity's policy on reserves

Trustees maintain under review the financial risks to which the charity is exposed. In a typical year society costs would include insurance, room and other hire fees, subscriptions to other organizations, social media and website fees, repairs to and replacement of equipment, and other potential costs that may arise as a consequence of the work that BACAS undertakes. The Trustees have reached the view that it would be prudent for BACAS to aim to retain a level of reserves of some £5000. Cash over and above the reserves may be used to fund ongoing activities. This policy is reviewed annually.

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.

The accounts for the financial year ending 31st December 2020 have been prepared on a Receipts and Payments basis. Under normal circumstances the society's excursions and lectures programme make a net contribution to society's funds. Because of the special circumstances caused by the pandemic we were not able to charge for the on-line lecture programme and we were obliged to bear the fixed costs of room hire for the cancelled lectures. Fortunately we were able to share the lecture fees with other societies and weren't charged by speakers for those lectures we weren't able to reschedule. The Trustees agreed with the Committee that as the society was unable to provide a full programme of excursions and lectures in the accustomed manner that the printed publication of the society's journal Camertonian would be distributed to members free of charge. The society recorded a deficit of -£626 on the year's activities.

Restricted Funds

A donation of £5,000 is carried in the Society's accounts designated for the exploration of the Roman site at Durley Hill under the direction of Robin Holley director of archaeology.

Section F

Other optional information

The CIO was established 22 May 2020. The society's finances before this date were reported in the Annual Return for the preceding charity (No. 274837).

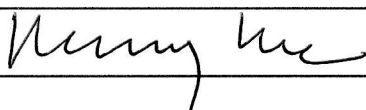
Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)	HENRY WILLIAM PETER LOWE	
Position (eg Secretary, Chair, etc)	CHAIR	
Date	22 / 10 / 2021	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Bath and Counties Archaeological Society

1189630

Receipts and payments accounts

CC16a

For the period
from

Period start date

23.05.2020

To

Period end date

31.12.2020

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					
Subscriptions	1,043	-	-	1,043	-
Donations	100	-	-	100	-
Sundry Sales	40	-	-	40	-
Sub total (Gross income for AR)	1,183	-	-	1,183	-
A2 Asset and investment sales, (see table).					
Sub total	-	-	-	-	-
Total receipts	1,183	-	-	1,183	-
A3 Payments					
Survey deposits refunded	330	-	-	330	-
Website	623	-	-	623	-
Camerton Magazine	523	-	-	523	-
Lecture Fees	125	-	-	125	-
Printing and Postage	47	-	-	47	-
Subscriptions	87	-	-	87	-
Publications	50	-	-	50	-
Sundry Expenses	24	-	-	24	-
Sub total	1,809	-	-	1,809	-
A4 Asset and investment purchases. (see table)					
Sub total	-	-	-	-	-
Total payments	1,809	-	-	1,809	-
Net of receipts/(payments)	- 626	-	-	- 626	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	17,859	-	-	17,859	-
Cash funds this year end	17,233	-	-	17,233	-

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	Nat West Bank	17,223	-	-
	Cash	10	-	-
	Total cash funds	17,233	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	CCXX R1 accounts (SS)	-	-	7/10/21

	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

B3 Investment assets

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
		-	-
		-	-
		-	-
		-	-
		-	-

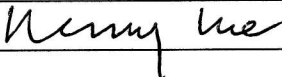
B4 Assets retained for the charity's own use

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Plant and Equipment @ WD Value	1013	-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

B5 Liabilities

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Unused Grant	5000	-	
Refundable Survey Deposits	300	-	
		-	
		-	
		-	

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

Signature	Print Name	Date of approval
	HENRY LOWE	22/10/2021