



Officers' Report for 2021-22

Chair: Tony Hunt

Dear Members

It is with some surprise that I realise it is not only the 4th anniversary (or nearly!) of my appointment as Chair of CBA Yorkshire but also the last time I will act as your Chair.

My entire tenure as chair has, as you will be extremely aware, been overshadowed by momentous events on the national and international stage.

The Covid pandemic, and its after effects has changed the way we interact, meet and debate, with a corresponding impact on the activities of our group, and indeed all community activities: it has led to more remote meetings and a huge reduction in the activities of our associate groups.

It is only in the last few months that we have again seen a rise in fieldwork. I trust that this will continue, as well as see the growth of new groups that are emerging. CBAY will continue to work to seed and develop new groups and old.

In the background we have continued to strengthen the foundations of CBAY. We have seen a new constitution written, agreed and adopted in line with the Charity Commission's recommendations.

More significantly CBA National have introduced a Memorandum of understanding to define and shape the relationship between CBA regional groups and the national organisation, an initiative that will no doubt be revisited and refined in coming years. For now, a new logo and a modern up to date imagery is the most visible sign of impending and most welcome advances in this area.

Elsewhere the Small Grants Scheme continues to support local projects and initiatives. By allocating funds from our reserves, we have ensured the committee have the confidence that they can commit to supporting projects without the need to increase our income.

Similarly, the Fireside chats, so popular with our membership, and boasting attendees as far afield as Australia and the USA have restarted and proving as popular as ever. I again look forward to seeing many of you online over the winter months.

Our in-house publication Forum has enjoyed a resurgence in the last two years, freed from the restriction of paper printing we have been able to exponentially increase the content and usability of the publication for no printing cost, where in previous years this cost was often in excess of our membership income.

It only remains for me to thank every member who has supported us throughout the last 4 years, and especially the committee members who have remained committed and hardworking. Without them we would have no group, no CBAY and no future.

No doubt the political and economic picture nationally will be interesting, but I hope that I leave CBAY better positioned to cope in the safe hands of the new Chair and new committee

Thank you all for your support

Honorary Secretary: David Went

The business of the Group has been conducted largely via Zoom since the practice was introduced as an emergency measure during the pandemic. Since restrictions were lifted the general preference has been to continue with this practice, being both convenient and Covid-safe, and to develop 'hybrid' physical/on-line meetings where practical.

Since the previous AGM in September 2021 there have been six on-line meetings of the committee (16 Oct 2021; 8 Jan, 23 April, 9 May, 23 July and 15 Oct 2022). These meetings, plus other working party gatherings, have kept CBAY's business moving forward and supported the events, grants and other activities mentioned by other officers in this report.

Two matters of particular importance were dealt with in 2021-22. The first involves ratification of the joint Memorandum of Understanding between the Council for British Archaeology and the eleven independent CBA groups representing the regions of England and the Principality of Wales. This MoU recognises the independence of the groups, while embodying principals of mutual support and shared aims which should strengthen both CBA and the groups' ability to promote community archaeology.

The second is the adoption (at a Special General Meeting held 24 September 2022) of an updated and revised CBA-Yorkshire constitution. This new constitution (see <https://www.cba-yorkshire.org.uk/constitution-agms-and-minutes-of-meetings/>) is fully compliant with current Charity Commission guidance. It improves the scope for members and affiliated society representatives to participate in the development of the group's activities, confirms the validity of voting at virtual or hybrid meetings and allows for proxy voting by those unable to attend. The revised constitution also allows us vote on a new committee at this 2022 AGM, including new faces and some experienced members who are willing (and now able) to stand again.

Membership Secretary: Jo Heron

Membership does seem to have held up quite well, despite the pandemic. If anything, it has helped with our members and groups who are at a distance from the central meetings. The fireside chats have attracted a number of new members who have attended as visitors.

There are still problems co-ordinating with the CBA National payments (see Treasurer's report below) but hopefully as we all get used to the new system, these will be ironed out.

Treasurer: Russell Watson

This is my first report as Treasurer, and I would like to thank my predecessor Ian Drake for the invaluable assistance he has given me, and for the time and patience he has generously shown to ensure I have the history and background information necessary to fulfil the role.

During the financial year to 31 March 2022, the group continued largely in lockdown mode, with no face-to-face meetings or events, but continuation of online events such as the fireside chats programme.

The accounts are included below, and they show that total funds fell by £402 during the year. This was mainly the result of the first tranche of Community Archaeology grants, of which £2,332 were awarded and paid.

Other things of note in comparison with the previous year are :

- Subscriptions received fell by £399, not due to a reduction in the underlying number of members, but due to difficulties CBA National encountered with the introduction of a new membership system. These difficulties meant that some of the subscriptions due to CBA Yorkshire that were paid by members to CBA National between October 2021 and March 2022 were not received until August 2022, and so fell outside the financial year to March 2022. I estimate that between £400 and £600 of subscriptions were thus affected.
- Donations received were £780 lower, reflecting the typically one-off, lumpy nature of such receipts.
- Although the April 2022 symposium was not held during the financial year, it was paid for in March 2022.
- Administration costs were £226 lower, due mainly to the timing of Zoom, web-hosting and video-hosting expenditure.

The closing value of reserves held at 31 March 2022 was £19,828. Of this, £1,340 is restricted to being used for specific purposes; and £12,000 represents the remaining amount designated by Trustees for Community Archaeology grants.

In the current financial year it is likely that we will again see a net outflow of funds, due to the continuing programme of Community Archaeology grants. £1,653 of these have already been paid out, with more either agreed or under consideration. Administration expenses, including a one-off legal fee for advice on the new constitution, will be more than covered by healthy member subscriptions.

Finally, I would like to ask you to look out for future announcements about Gift Aid. I have been looking into the possibility of claiming Gift Aid on members' subscriptions, and will soon be asking members if they would be willing to send in Gift Aid declarations. If there is a reasonable response I intend to put in a claim for Gift Aid – this would be to the value of 25% of members' subscriptions and would be a welcome addition to the funds of the group.

Accounts for the Financial Year 1 Apr 2021 to 31 Mar 2022

<u>Receipts & Payments in the financial year</u>	2021/22	2020/21
Receipts		
Subscriptions	£2,312.00	£2,711.05
Donations	£570.40	£1,350.47
Investment income	£0.33	£0.93
Total Receipts	£2,882.73	£4,062.45
Payments		
Grants made	£2,331.80	£0.00
Symposium costs	£610.00	£0.00
Administration costs	£343.70	£569.35
Total Payments	£3,285.50	£569.35
Net Receipts / (Payments)	-£402.77	£3,493.10
Cash funds at start of Year	£20,226.14	£16,733.04
Cash Funds at End of Year	£19,823.37	£20,226.14
<u>Statement of Assets and Liabilities at the Year End</u>		
Cash in Hand		
Unrestricted Funds	£6,483.36	£1,386.14
Designated Funds	£12,000.00	£18,000.00
Restricted Funds	£1,340.01	£840.00
Liabilities	£0.00	£0.00
Total Assets less Liabilities	£19,823.37	£20,226.14

Notes

Designated funds represent amounts set aside by the Trustees for grants under the Community Archaeology Fund.

Restricted funds represent unspent elements of donations received for specific purposes. These are :

Website development and operating expenses	£840.01
Fund for working with younger people	£500.00

Russell Watson
Treasurer
30 September 2022

Editor: Mike Turpin

In my last annual officer's report, I anticipated publishing Forum Volume 9 during 2022, reporting on the activities during co-vid and covering two years. I also reported that the Associate Editor role had not been filled. In the event, the first significant advance was Debbie Priss volunteering to assist by taking on the role of Associate Editor. Combining our efforts, we were able to produce the current edition of Forum as a 250-page edition. This would not have been possible without Debbie's commitment and previous publishing experience. There is no way CBA Yorkshire could have afforded the publication of such a comprehensive full colour edition other than as an on-line product. A considerable amount of work went into the design and configuration of the on-line edition. Readers have the opportunity to find articles via interactive links in the content and then have the opportunity to produce their own hard copy of those articles, that they are particularly interested in, using download links associated with each article. Both Debbie and I are convinced that this is the way forward for all CBA Yorkshire members.

Of course, none of this would be possible without the support from our contributors who represent not only community volunteer groups but also both the commercial and academic sectors as well.

We have started collecting materials for the next Forum Edition due out in February 2023. Again, we rely on the information and offers to contribute, from across the region of Yorkshire and beyond.

The other major outreach initiative last year was to establish the 'Fireside Chats'. These proved popular amongst members and a wider audience. At the last AGM we recognised that since introducing the idea of regular Zoom meetings, many other groups and organisations, not surprisingly, introduced similar schemes and we felt that we should reduce our talks from two a month to one a month. This has continued and again we are really grateful to all our contributing speakers for their generous use of time in preparing and delivering their talks. In order that there would be a continuity, despite the new constitution, I have been able to confirm speakers up to and including June 2023. It will be up to the new committee to decide whether to continue the programme into the autumn of 2023.

As part of the Fireside Chats initiative, the Video Archive has been established on the website. We now have some 60 videos covering conferences and Fireside Chats, together with the Zoom sessions from the Bedale Historical and Archaeological Society talks. These are on the website and available for anybody to access, as part of our outreach and to hopefully attract new members.

This year sees the adoption of a new constitution which completely changes the way in which posts such as Editor and Associate Editor are viewed. It remains to be seen as to who will carry this important outreach initiative forward. It is my view, shared by Debbie, that the Honorary Editor should be one of the trustees ultimately responsible for the management of the group. It is to be hoped that one of the newly appointed trustees will be in a position to continue the work as described above, assuming that the two editorial volunteers can continue to attract the support that has been enjoyed up to now.

Heritage and Conservation Officer: Christine Went

Apart from the proposed development in Rougier Street, York, all the main areas of concern have been in the Kirklees district. York City Council approved the Rougier Street amended application after the original plans provoked many objections concerning the height, bulk and suitability of the proposed building in that location.

In Kirklees the proposal to develop Red House, Gomersal as a hotel remains, on the Council's planning website, undecided, although the Council has made its position in support very clear. Since Red House is Grade II* listed, the failure to progress this may be due to the need to resolve concerns expressed by Historic England.

In February Kirklees Council approved the application to develop the site at Castle Hill, Almondbury and the full details of the decision have now been published on the website. The development cannot proceed without Scheduled Monument Consent and there is nothing to indicate that any application for this has taken place.

Concerns were expressed about substantial damaged to Thornbush Farm, Liversedge which is a Grade II listed building. Kirklees Council issued an enforcement order to the owners which, I understand, lapsed, and I understand that a further order was issued. There is no indication as to what the current situation is.

Digital Communications Officer: Alistair Galt

The traffic on the website makes for some interesting reading – this was a snapshot from the 23rd January 2022:

Today:81 visitors, 674 visits

Yesterday: 69 visitors, 523 visits,

Last 7 Days (Week):730 visitors, 3,139 visits

Last 30 Days (Month):2,599 visitors, 9,633 visits,

Last 365 Days (Year):31,050 visitors, 113,138 visits

Total (since 2017):54,395 visitors, 190,853 visits

To me this shows that during 2021 the work done by CBA Yorkshire online over the last 12-24 months, combined with an increased presence on the web, has shown that we are getting some increasing traction online. The stats themselves mean little but the fact we more than doubled our traffic in one year compared to the last 4 years is quite a jump, and this is just the online content! However, care should be taken in interpreting these figures at face value. Nonetheless the signs seem promising.

The Cpanel password stopped working at the end of January, however the customer services department were top rate and provided a good solution - change the password! This allowed FORUM to be (largely) uninterrupted. The reason for the failure of the old password could be down to the switch in servers, but it is otherwise unexplained.

I have launched our Digital Carousel for this year's Festival of Archaeology 2022, with some interesting contributions from our members. Once again these are now up on our website.

We have created a new Instagram account, with help from Iga Dorczyńska, a 3rd year student at Durham University. She is currently available to make updates and try out the various features on the Instagram page. The old Instagram page (which even I wasn't fully aware of!) has been locked out as no one can remember the password and the account is linked to a gmail account I don't have direct access to. The new account is under the name of cbayorks.

The website DNS was updated by Paul Brayford once the website domain was transferred, as it was due for renewal in April but the switch to the new server meant this has had to be done manually and is still in progress.

A few enquiries have been asked on the social media page regarding membership and fieldwork events – these were directed to our website.

Work on the new website is continuing, as we are looking at the new background themes that will ultimately be part of this new website.

Co-opted Chair, grants sub-committee: Brian Elsey

The period under review is from September 2021 to 5th November 2022 and during that time, a total of 5 applications to the Community Archaeology Fund were received. After consideration by the Grants Sub-Committee, three were recommended to the Trustees for approval and one was rejected. In each case, after considering the merits or otherwise of every case, the Trustees followed those recommendations. The remaining case, after consideration by the Grants Sub-Committee was returned to the applicant for re-submission with advice on how the application could be improved to meet CBAY Guidelines. The applicant has stated that she will re-submit when other commitments had been fulfilled. No resubmission has, so far, been received.

The successful applications were as follows:

- Peturaria Revisited requested £685 to purchase a display cabinet for exhibiting finds from their digs in the Brough area;
- Altogether Archaeology requested £500 as a contribution to allow them to obtain professional analyses of bulk soil samples. They were also seeking funding from other sources. This was their second application to the CAF albeit in different financial years;
- Fridaythorpe, Fimber and Wetwang Archaeology Group sought £1050 to allow them to purchase a Geoscan Fluxgate Gradiometer which had been upgraded to a higher model RM256 together with associated software and other surveying items. They planned to contribute £1000 Marsh Award grant and a £200 donation from Malton Archaeological Practice to the overall cost of the package. The Trustees approved a grant of £1000 that being the limit of the grant scheme and advised to applicant to consider applying for the shortfall from the Thubron Award. This was their second application to the fund, again in different financial years.

The unsuccessful application was from Ethos Heritage who requested £1020.13 to purchase Eco toilets, catering equipment and showers for use on their High Hunsley excavation.

The application awaiting resubmission was from Humber Timelines requesting the sum of £500 to purchase excavation and survey equipment for use by local school groups. This equipment consists of trowels and sketching and measuring equipment.

One application, from Friends of Judy Woods, was submitted outside of the current review period, but, after consideration by the Grants Sub-Committee was returned to the applicant for clarification with advice on how the application could be better presented. That was re-submitted during the current review period when it was then approved by the Trustees. This was an application for the sum of £468 for renewal of QR coded way post signage and three years of website hosting.

The CAF started with an opening balance of £6000 of which a total of £2653 has been allocated leaving a balance of £3347.

During the current review period, a total of 4 successful applications from the 2021/2022 review period were signed off as having been satisfactorily completed. These are as follows:

- Hundayfields Archaeology group who obtained a report on their ceramic assemblage following excavations at Hundayfields Farm, Marton and a ceramic identification workshop;

- Fridaythorpe, Fimber and Wetwang Archaeology Group who were granted funds to purchase a Trimble survey instrument;
- South Leeds Archaeology who obtained funds for conservation and a report on leather shoes found concealed in the chimney of industrial unit excavated;
- Altogether Archaeology who received a contribution to radio 14 carbon dating of material from the excavations in the Gueswick Hills.

Finally, enquiries were received from Craven Museum and, Scarborough Archaeological Society, together with a presentation made by four members of CBAY to a new community group at Green Hammerton are expected to generate applications in the near future.

Conclusions

The grant scheme continues to evolve in response to the demands placed upon it. Some slight changes have been made, including a change in name better reflecting the purpose of the scheme. Whilst there has been a reasonable response in terms of applications received, not all of the £6000 grant pot was used last period and, unless we get a rush of applications before the end of the 2022/23 financial year, may very well not be allocated again. This is despite numerous opportunities to advertise the scheme at the Symposium, during Fireside Chats and elsewhere.

ADDENDUM

Since the submission of the above report, a fresh application has been received. This is from Petuaria Revisited requesting the sum of £500 to allow a full professional assessment and report of the ceramic assemblage recovered during the course of two seasons of excavation at Elloughton-cum Brough playing fields.

This application has been received too late for the quarterly meeting of CBAY but a request to convene an extraordinary General Meeting will be made in due course, once the Grants Sub-Committee have had the opportunity to consider the application.