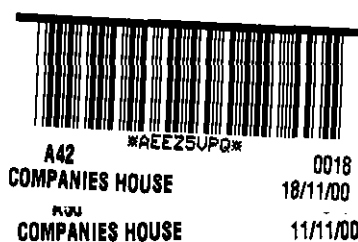


**DYFED ARCHAEOLOGICAL TRUST LIMITED**  
*CAMBRIA ARCHAEOLOGY*

1198990

**TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED  
31st MARCH 2000**



THE SHIRE HALL  
CARMARTHEN STREET  
LLANDEILO  
CARMARTHENSHIRE SA19 6AF

## TRUSTEES' REPORT FOR THE YEAR ENDING 31ST MARCH 2000

The Trustees present their annual report and accounts for the year ended 31st March 2000

### LEGAL AND ADMINISTRATIVE INFORMATION

#### Principal Activity

The principal activities of the company during the year were the education of the public in archaeology and the provision of archaeological services.

#### Constitution

The Dyfed Archaeological Trust is a company limited by guarantee and not having a share capital (number 1198990) and a registered charity (number 504616). The governing document is the Memorandum and Articles of Association of the 4th July 1975. The Trust is one of the four Archaeological Trusts originally established in the 1970s to cover the whole of Wales.

#### Trustees

The Trustees serve as Directors of the company and as such their report serves as the statutory Directors' Report. Since there is no share capital, the Directors do not hold any beneficial interest in the company. One third of the Trustees retire each year, but are eligible for re-election at the Annual General Meeting. The following served as Trustees during the year:

Dr B C Burnham (Chairman)  
Dr J L Davies  
Mr C J Delaney  
Mr R A Kennedy

At the AGM retiring Trustee Mr C J Delaney was, under Article 41 of the Trust's Articles, deemed re-elected.

The Trust has a Management Committee which is a delegated committee of the Board of Trustees. During the year the composition of the Management Committee included all the above members of the Board of Trustees together with Mr C H Houlder and Mr C R Musson.

#### Officers and Registered Office

During the year, Mr D G Benson was the Company Secretary and Principal Officer (Trust Director) of the Trust. The present Company Secretary and Principal Officer is Mr E G Hughes (see Staff, below).

The Trust's Registered Office is at The Shire Hall, Carmarthen Street, Llandeilo, Carmarthenshire, SA19 6AF. The National Westminster Bank plc, 59 King Street, Carmarthen are the Trust's bankers. Morris Roberts, 14-15 Spilman Street, Carmarthen, serve as the Trust's legal advisors. Charles & Co, 14 Barn Road, Carmarthen are the Trust's auditors.

#### Trustees' responsibilities

Company Law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the on-going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 1985 and comply in accordance with the Charities (Accounts and Reports) Regulations 1995. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### Membership of the Trust

All members of the Trust, including Trustees, voluntarily contribute their unpaid time and expertise to the charitable objectives of the Trust. The extent of this contribution is not reflected in the Trust's financial statements, but the Trust is heavily dependent upon the services and expertise provided by its members serving as Trustees or members of the Management Committee, together with the valuable advice and specialist contribution to individual projects provided by other individual members.

Membership of the Trust is by invitation of the Trustees: it is personal and not transferable. During the year there were two resignations from membership – Mr H Thompson, a retired

accountant and former Trust Auditor and Mr J Owen, former County Archivist for Pembrokeshire County Council. The Board wishes to express its thanks to them both for their support of the Trust over many years.

The Trustees also report, with sadness, the death during the year of Trust member Lt-Col K Buckley.

At the end of the year, the membership totaled 31. A full list of members as at the 31st March 2000 is contained in Appendix A.

### **Staff**

The average number of employees during the year was 16. A full list of staff as at 31st March 2000 is contained in Appendix B. The Trustees wish to express their thanks to all the Trust staff for their commitment and efforts during the year and especially during the Trust Director's enforced six-week absence, noted below.

In May 1999, the Trust Director, Don Benson, was hospitalised following a coronary attack and subsequently in January, announced his intention to retire early. Interviews for his replacement were held in March 2000. The successful applicant was Gwilym Hughes who will take up his appointment in the forthcoming financial year. The Assistant Director of the Trust, Heather James intends to retire in October 2000. A full appreciation will figure in next year's Report. In the meantime, the Trustees wish to thank Mr Benson and Mrs James for all their hard work and many achievements over the first twenty five years of the Trust.

## **REVIEW OF TRUST ACTIVITIES DURING THE YEAR**

The stated object of the Trust is to advance the education of the public in archaeology. This is achieved by carrying out archaeological excavations, watching briefs and surveys; historic landscape assessments and evaluations; and the survey and recording of historic buildings and other structures. The results of this work are disseminated in a variety of ways - through reports, publications, leaflets and panels interpreting local history and archaeology, and through lectures. The Trust continues to operate mainly within the former area of Dyfed, but field activities are now also undertaken elsewhere in Wales.

As one of four Welsh Archaeological Trusts established in the 1970s, the Trust maintains the regional Sites and Monuments Record for the former county of Dyfed, and continues to advise the three unitary authorities of Carmarthenshire, Ceredigion and Pembrokeshire on the protection and conservation of the historic environment.

Services are also provided for the Pembrokeshire Coast National Park, part of the Brecon Beacons National Park, and a variety of other statutory and non-statutory organisations.

In all, more than 90 separate projects were undertaken during the year, some still in progress.

### **Archaeological Research and Investigation**

As in previous years, a wide variety of projects were undertaken. Assessment projects as part of pan-Wales initiatives funded by CADW: Welsh Historic Monuments included the fourth and final year of the **Deserted Rural Settlements Survey**. On this occasion the focus was primarily on selected lowland areas where deserted rural settlements were found to be under particular threat. The need to bring the best surviving examples into statutory protection or other management schemes was highlighted.

Another pan-Wales initiative, the CADW-funded **Historic Landscape Characterisation**, continued into its second year. The Trust examined four landscapes in Carmarthenshire: Black Mountain and Mynydd Myddfai; Tywi Valley; Dolaucothi; and the Taf and Tywi Estuary. A total of 124 historic landscape character areas were described ranging from urban centres such as Carmarthen to the agricultural landscapes of the Tywi Valley and the upland moorland of the Black Mountain.

Following on from the CADW-funded project on the **Coastal Promontory Forts**, excavations were undertaken at **Great Castle Head** on the Dale peninsular, Pembrokeshire. Excavation focused on the surviving internal area with limited investigation of the defenses. The density of internal features suggested an intensive and perhaps long-lived occupation. Unfortunately, much of the damage from coastal erosion had already been done and it was not possible to identify distinct house plans. This highlighted the threat to this extremely vulnerable class of monument and emphasised the need for detailed salvage recording of many of the more endangered sites. Meanwhile, work was undertaken on the publication report of the excavation at **Porth-y-Rhaw**, another promontory fort near Solva, Pembrokeshire.

Cadw's Rescue Archaeology contingency reserve provided funding for a geophysical survey (commissioned from Terra Nova, Brecon) at **Llanllyr Farm, Ceredigion**, one of only two medieval nunneries in Wales.

Projects funded by the RCAHMW included the completion of the **Review of Upland Archaeology in Dyfed**, which was submitted at the Uplands Forum meeting in December. This provided an overview of the last decade of archaeological study and related developments in upland Dyfed.

On a related issue work began on the creation of an **Upland Archaeology Glossary** of terms to be employed in RCAHMW-funded projects. The RCAHMW also provided a small grant for **Aerial Photography**. The resources were directed towards the recording of scheduled monuments in the upper Tywi Valley and north Pembrokeshire.

The Trust undertook over 74 other projects for a variety of clients – public and private developers, unitary authorities, government agencies, voluntary organisations, and consultants. Projects included archaeological desk-based assessments and evaluations in advance of determination of planning decisions and building recording work and watching briefs which were often a condition of planning consents. The majority of these were carried out within the area of the former county of Dyfed. A list of the major projects is included in Appendix C.

Projects of particular note within the region included the assessment of the proposed sites of several windfarms for Dulas Engineering including **Afon Bedw** and **Pen-y-Maen**, both in Ceredigion, **Rhoscrowther**, Pembrokeshire and **Blaen Bowi**, Carmarthenshire. Proposals for new windfarm projects are becoming an increasingly frequent occurrence and attempts are being made to consider the impact on the historic landscape context in addition to the direct threats posed by specific wind turbines and access routes. In Carmarthen, watching briefs were undertaken on the line of the **Civil War Defences** for Dyfed-Powys police and at **Priory Street** during a geotechnical investigation for a proposed new Lidl store, which identified significant Roman deposits. The work at **Stepaside Heritage Park** for Taylor Woodrow consultants continued with the detailed recording of calcining kilns. Further research and recording work was undertaken for the Hafod Trust and Forest Enterprise within the historic landscape at **Hafod** and a topographic survey for the National Trust at the **Dolaucothi Gold Mines** was completed. Significant medieval features and deposits were identified during an evaluation for Alec French Partnerships on the site of the proposed **Last Invasion Centre**, Fishguard. Further work was undertaken on the former Llanelli marshes in advance of proposals linked to the **Llanelli Millennium Coastal Park**. These included a topographic survey of the area of a proposed golf course and programme of palaeoenvironmental sampling.

Projects outside the region included an assessment in **Castle Square**, Swansea (for Esquisse Design) and the continuation of watching briefs for a number of different developers (Beazer Homes, Redrow Construction and Westbury Homes) at **Broadlands**, Bridgend. An Assessment and walk-over survey was undertaken for Ward Mining of a proposed open cast extension at **Seven Sisters**, Neath/Port Talbot and for Hyder

Consulting adjacent to **Junction 38 of the M4** in the vicinity of Margam Abbey. Work had begun on an evaluation outside the west front of **Llandaff Cathedral** for Acanthus Clew Architects.

### Education and publication

All of the Trust's archaeological research and investigations contribute directly or indirectly to the raising of awareness about Wales' historic environment. Beyond this, there are Trust projects and activities which are specifically aimed at promoting this awareness.

### Community Heritage

Promotion and interpretation of the historic environment at a local community level continued. The Trust continued to collaborate with community-based initiatives such as the South Pembrokeshire Action for Rural Communities (SPARC), Menter Preseli, and Antur Cwm Taf and Tywi (ACTT). An important aspect of this is the provision of information panels.

Three panels were produced for **Carmel Woods** (on behalf of ACTT) covering the archaeology, geology and ecology and were featured in S4C's coverage of the official opening. Other community panels have been prepared for ACTT and Carmarthenshire County Council at **Talog**, **Greencastle Woods**, **Meidrim**, **Bronwydd** and **Llangynog**. Work has started on further panels for **Merlin's Hill**, **Salem**, **Manordeilo**, **Capel Isaac**, **Penybanc** and on a panel for the wall of **Llandovery's Heritage Centre** again supported by ACTT. The Trust has continued to provide considerable advice and information to support the proposed site interpretation schemes at the **Mynydd Mawr Woodland Park**, Tumble (formerly known as the Eco-park).

Considerable work was undertaken in the preparation of local heritage assets surveys. Historic Audits were undertaken at **St. Dogmaels**, Pembrokeshire (for Menter Preseli/St Dogmaels Community), **Llanfair-ar-y-Bryn**, Carmarthenshire (for ACTT) and **Llanfihangel Rhos-y-Corn**, Carmarthenshire (for ACTT).

The **SPARC Link Officer** continued to work with local communities in the promotion of the local historic environment, through local history societies and the preparation of local history leaflets.

The Trustees continue to view this community-focused activity as not only contributing to the fulfillment of its basic charitable objectives - the education of the public in archaeology - but also playing an essential role in promoting awareness of local heritage assets which have a significant role to play in contributing to the rural and urban economies of the region.

## Lectures and Talks

As in previous years, Trust staff continued to give lectures and talks to a wide variety of organisations. In addition, individual members of staff were directly involved in representing the Trust and in contributing to the activities of a large number of external organisations and groups at a national, regional and local level, for example: the national CBA Policy and Co-ordination Committee; the Standing Conference of Unit Archaeological Managers (SCAUM); the Association of Local Government Archaeologists (ALGAO), its Maritime Sub-Committee and its Planning and Legislation Sub-Committee; the Institute of Field Archaeologists (Wales); the Welsh Industrial Archaeology Panel; CBA (Wales) Working Group on the National Assembly; Milford Haven Port Authority Fortress Haven Working Group; Trinity College, Carmarthen BA Committee; St David's Diocesan Churches Committee; St David's Cathedral Fabric Advisory Committee; the Castlemartin Range Advisory Group; the Carmarthen Bay Coastal Engineering Group; the SE Carmarthenshire Landscape Strategy Steering Group; the Amman and Gwendraeth Valleys Woodland Initiative; and various national and local history and archaeological societies and groups.

## Reports and Publications

Full reports were prepared on two of the Trusts recent projects with the assistance of Cadw grants. These were the survey of the complex group of prehistoric field boundaries, hut circles and enclosures at **St. David's Head and Pill Priory**, a Tironian house founded near to Milford Haven in the late 12<sup>th</sup> century. Both have been accepted for publication by major national archaeological journals. In addition 85 reports and publications appeared during the year. A full list is included in Appendix D.

## Training Excavation

As in previous years, Ken Murphy (Principal Archaeological Officer, Field Operations) was seconded to direct day-to-day operations on the University of York's annual training excavation at **Castell Henllys**, near Newport. The excavation involved 50-60 trainees and this year included students from all over the world including the USA, Canada, Holland, Switzerland, Norway, Greece, Brazil and Australia.

## Website

A Trust website was created with the assistance of CADW funding. This provides details of Cadw-funded projects and other Trust activities and it can be inspected at [www.acadat.com](http://www.acadat.com). It is anticipated that the site will develop over the years.

## Archaeological Services

These comprise two elements. First, the maintenance and development of the Trust's regional **Sites and Monuments Record (SMR)**, funded from Cadw: Welsh Historic Monuments via the Royal Commission on the Ancient and Historical Monuments of Wales (RCAHMW). Secondly, the provision of advice ('**Curatorial Services**') to unitary and other statutory and non-statutory bodies on the protection and conservation of the historic environment (at present directly funded by Cadw grant). Both these services cover the unitary authority areas of Pembrokeshire, Ceredigion and Carmarthenshire, as well as the Pembrokeshire Coast National Park and part of the Brecon Beacons National Park. Including overhead allowances, the grant for Curatorial services was £107,980 (1999: £96,753). In addition Cadw provided a grant of £11,928 for the Trust's contribution to the historic environment provisions of the first year of the new all-Wales Tir Gofal agri-environmental scheme. The grant for the regional Sites and Monuments Record was £25,000 (1999: £25,000).

## Regional Sites and Monuments Record

The Sites and Monuments Record is both a paper record and a computer data-base. Record staff continued to access new data, carry out routine maintenance, undertake development work and respond to internal and external inquiries.

At the end of the year the total number of sites and monuments on the Record stood at 33,668. The number of additional records created during the year was 1704. Much new information, also enhancing existing records, came from the Trust's own research and investigation projects as well as from external sources. The record contains details of archaeological sites and monuments, finds, and historic buildings and landscapes. The process of adding 'events' (excavations, surveys, desk-top assessments) to the Record was continued.

The Trust, through its SMR Officer, has actively participated in the **Portable Antiquities Scheme** - a voluntary scheme for the reporting and recording of archaeological finds. Heritage Lottery funding has provided support for a full-time coordinator based at the National Museum of Wales and four part-time posts within the Welsh Archaeological Trusts. The scheme is being actively promoted to local metal detecting clubs and history groups.

Through the **END** programme - involving an exchange of core data between the RCAHMW and the Welsh Archaeological Trusts - the Trust has now received data for the whole of Wales, a total of 129,000 records. The intention is now to make core data available to the general public through **ENDEX** (the pan-Wales index to historic

environment data) on websites. However, the detail as to what should constitute this core data has still to be decided.

Development of the **Geographical Information System (GIS)** continued with the incorporation of the Batholomew 1:125,000 data, the OS 1:50,000 data, the SMR core data and the ENDEX data within MapInfo. It was also possible to incorporate OS Landline data for Carmarthenshire, Pembrokeshire and Ceredigion within the GIS. The OS data was obtained by means of a Service Level Agreement between the Welsh Assembly and the Ordnance Survey.

Resources for maintaining and developing the record continued to be inadequate. Once again, the level of the Commission's funding did not cover the costs of employing a full time Sites and Monuments Record Officer and other activities and projects had to be utilised in order to sustain this post. In fact, there was no increase at all in the level of funding from the previous financial year. There remains a concern about the lack of resources to fully develop the educational potential of the Record. However, continued support for a part-time Heritage Management Assistant was provided through Cadw's 'curatorial' grant. This continued to allow, amongst other aspects, wider provision of information from the SMR and the development of 'outreach' activities.

#### **Curatorial Services**

##### ***Regional Archaeological Services: Planning***

This area of the Trust's work relates mainly to development control tasks, though some consultations affecting archaeological sites arise outside the planning system. During the year 4780 planning applications were notified to the Trust. Of these 266 needed investigation, resulting in further action in 85 cases, including recommendations for archaeological assessments, evaluations or recording work in advance of development, or for watching briefs during development. In response to requests, the Trust's Development Control Officer continued to prepare briefs, agree specifications and carry out monitoring visits.

As with the previous year, a considerable amount of time and effort had to be expended to ensure adequate archaeological assessment and mitigation where necessary for Heritage Lottery/Millennium Fund projects. The Trust remains concerned that Historic Environment issues, both as constraints and as assets, have not always received the attention that they deserve.

The importance of the tourism industry to Pembrokeshire, particularly when other aspects of

the regional economy are depressed, is reflected in the large numbers of applications for building conversions and extensions. These involved a consideration of upstanding archaeology as well as below-ground deposits on farm sites which are thought to have developed from early medieval hamlets.

Information and advice on heritage management issues continued to be provided outside the local planning framework in respect of forestry, treatment of metal mine sites, coastal sites and agricultural operations. Of the 76 consultations relating to the **Woodland Grant Scheme** which were processed, 30 required further comment and some further action. Information, advice and comment were also provided for commercial forestry projects involved in a new Forestry Commission grant scheme assisting in the production of **long-term forestry management plans**.

The Trust remains concerned about the uneven and partial nature of consultations across the board with regard to service industries and utilities, although the volume of consultations and case work has increased. Funding was obtained from Local Planning Authorities for the provision of advice regarding **Hedgerow Regulations**. As a result, information was provided regarding 19 inquiries in Carmarthenshire, 8 in Ceredigion and 3 in the Pembrokeshire Coast National Park. As in previous years, at Cadw's request, the Trust continued to comment on **Scheduled Monument Consent applications**.

##### ***Regional Archaeological Services: Heritage Management***

Further consultations and requests for advice were provided for strategic planning documents and management plans. A detailed support paper was prepared for the archaeology policies in the Pembrokeshire County Council/Pembrokeshire Coast National Park joint **Unitary Development Plan**. However, no consultation has yet taken place by the other Local Authorities in their UDPs. Comments were made on Ceredigion County Council's Coast and Countryside Strategy consultation draft, on the draft DETR policy paper on Ports and in relation to the 'improving rights of way consultation document'.

Close links were maintained with the Countryside Council for Wales (CCW) including comments on CCW consultative documents such as **Coastal and Lowland Heath** and **Local Action for Biodiversity**. The Trust has been able to ensure that the Cadw-funded Historic Landscape Characterisations of the Carmarthenshire Register Landscape areas have been fully integrated into the CCW-funded **Landmap** project for the County Council and are thus available for various strategic planning purposes. Advice was also provided to

the National Trust on Pembrokeshire Commons for the **Pembrokeshire Heathlands Project**.

The Trust continued to provide advice to **St. David's Diocese Advisory Committee on Faculties (DAC)** and the **Fabric Advisory Committee (FAC)** for **St. David's Cathedral**. Involvement also continues in the development of the **Shoreline Management Plans** for Carmarthen Bay and the Pembrokeshire Coast.

The Trust was responsible for the historic environment provisions in the first year of the **Tir Gofal** agri-environmental scheme in the region. During the year, and with the assistance of Cadw-funding, the Trust provided advice to 32 potential applicants at pre-application stage and provided information on the historic environment in the case of 271 successful applicants, considerably more than in any other area of Wales. However, 84 of these approved applications were received late and could not be processed before the end of the financial year. A total of 27 farm visits, funded by CCW, were made during the year to enhance the management recommendations in specific cases. Again, many additional farm visits had to be held-over due the late receipt of authorisation from Tir Gofal Officers. The Trust is convinced of the value of the scheme in conserving and enhancing archaeological sites and historic landscape features in the rural environment for operations outside the planning process. The scheme raises the profile of the historic environment as an asset as well as a constraint amongst landowners and farmers.

## FINANCIAL REVIEW

The Trust continues to be heavily dependent upon grant aid from Cadw, whether directly or indirectly (via the Royal Commission), as a voluntary sector organisation. This grant aid accounted for 63% of the Trust's total incoming resources (the corresponding figure for 1999 also stood at 63%). The Trust is most grateful for this continued support.

For the year ended 31st March 2000, some 7% of the total resources expended were for management and administration of the charity (again this was unchanged from 1999), a small amount on publicity and advertising and the rest on direct charitable expenditure on the activities as described above.

The 1999/2000 accounts show an excess of income over expenditure in the year of £9,135. Though this was significantly less than in the previous year, the overall balance taken forward to the next financial year was thus increased to £109,497. The balance figure represents

approximately 12 weeks' operating costs, discounting requirements for capital investment in such aspects as information technology and training.

In the forthcoming financial year, the Trust intends to establish a general reserve. This general reserve is required in order to maintain services should temporary problems be experienced in any of the major areas of income or expenditure or if the Trust becomes exposed to an unexpected financial contingency. It is expected that the reserves would cover such financial shortfall in the short term until appropriate action is taken to remedy the situation. The establishment of such a reserve will be included in the 2000/01 Trustees' accounts.

## Prospects for 2000/01

The Trust has negotiated an approved Cadw grant of £233,669 for 2000/01. In addition £36,183 of funding has been agreed from RCAHWW. At the end of the 1999/2000 financial year some £96,592 from other sources had already been secured for 2000/01.

## AUDITORS

Charles and Co have expressed their willingness to be reappointed as auditors of the Trust in accordance with section 385 of the Companies Act 1985.

## BASIS OF PREPARATION

The Trustees' Report is prepared in accordance with special provisions of Part VII of the Companies Act 1985 relating to small companies.

*By order of the Board of Trustees*



**E G Hughes**  
**Company Secretary**  
**28<sup>th</sup> September 2000**

## APPENDIX A

LIST OF TRUST MEMBERS as at 31st March 2000. Order as per election date

Mr M W D Brace	Farmer, Retired
Dr J L Davies BA FSA	Senior Lecturer in Archaeology, University of Wales, Aberystwyth
Mr C H Houlder MA FSA	Formerly Principal Investigator, RCAHM (Wales)
Mr R A Kennedy M Litt AMA FSA Scot	Formerly Curator, Pembrokeshire Museum
Mr D Miles FRGS	Formerly Director, Dyfed Rural Council
The Very Revd J W Evans BA BD	Dean, St David's Cathedral
Mr C J Delaney BSc	Carmarthenshire County Museums Officer
Mr P Smith FSA ARIBA	Formerly Secretary, RCAHM(Wales)
Mr N J Wheeler BA Dip TP MRTPI	Chief Executive (National Park Officer), Pembrokeshire Coast National Park
Mr D P Bown BSc MRTPI	Formerly County Planning Officer, Dyfed County Council
The Very Revd S Cunnane BA VF	Canon of The Catholic Church, Cardigan
Dr A H Ward MA	Deputy Director (Academic Affairs) & Senior Lecturer in Archaeology, University of Kent
Dr M G Bell BSc FSA	Senior Lecturer in Archaeology, University of Reading
Mr C R Musson MBE B Arch FSA MIFA	Archaeologist/Air Photographer
Mr W Jones BA Dip Ed	Formerly Field Monument Warden, Cadw
Mrs H B Burnham MA	Field Monument Warden, Cadw
Miss M Bowen-Evans MA	Formerly Senior Lecturer (History) Polytechnic of Wales, now freelance, Editor Carmarthenshire Antiquary
Dr B C Burnham MA FSA MIFA	Senior Lecturer in Archaeology, University of Wales, Lampeter
Dr H S Aldhouse-Green BA FSA	Senior Lecturer in Prehistory, University of Wales College, Newport
Mrs M Grimes	Honorary Member
Mr J Howells BA	Trinity College, Carmarthen
Mr T Lloyd MA FSA	Chairman, Historic Buildings Council for Wales
Prof. G J Wainwright MBE BA PhD FSA MIFA	Formerly Head of Archaeology, English Heritage, Commissioner RCAHM(Wales)
Mr N Ainger MP	MP Carmarthen West & South Pembrokeshire
Mr J Allen-Mirehouse DL	Member of Pembrokeshire Coast National Park Authority and Pembrokeshire County Council
Mr J Carr CBE MA FRSA	Heritage Consultant
Mr C Dafis MP	MP Ceredigion
The Viscount St Davids	Retired
Mr D Morgan Evans MA FSA	General Secretary, Society of Antiquaries of London
Prof A M Fleming BA MA(Camb)	Professor in Archaeology, University of Wales Lampeter
Ms L Mees	Cadw Field Monument Warden, Pembrokeshire

## APPENDIX B

TRUST STAFF as at 31st March 2000

Trust Director/Company Secretary	D G Benson MA
Principal Archaeological Officer (Curatorial)	H J James BA FSA MIFA
Principal Archaeological Officer (Field Operations)	K Murphy BA MIFA (from 14/2/00)
Project Managers	K Murphy BA MIFA (to 11/2/00)
	N D Ludlow
	P W Crane BA
	R P Sambrook BA PGCE
	N A Page BA
	R S Ramsey
	P A Wait Dip AD
	D H Wilson
	L Austin BSc
	J J Hall BSc AIFA
	E Breen MA
	C M Nicholls
	M Bowen-Evans MA
	J A Jones
	L M Morgan
Project Officers/Assistants	
Design Officer	
Draughtsperson	
Development Control Officer	
Sites & Monuments Records Officer	
Tir Gofal/Sites & Monuments Records Assistant	
Records Assistant	
SPARC Link Officer	
Administrative Officer	
Clerical Assistant	



# APPENDIX C

## Research and Investigation undertaken between April 1st 1999 and March 31st 2000 (excluding CADW and RCAHMW funded work and Tir Gofal Farm Visits)

Project Name	County	Client	Description of work undertaken
Lampeter CSO	Ceredigion	Tilbury Douglas Construction Ltd	Desk-based assessment of route of Combined Sewer Overflow
Broadlands	Bridgend	Beazer Homes/Redrow Construction	Watching brief during residential development
Ceredigion Link Road	Carns	PB Kennedy and Donkin Ltd	Evaluation, recording and watching brief of road improvement scheme
Boltonhill Quarry	Pembs	F H Gilman	Desk-based assessment and evaluation in advance of the construction of a haul road from the quarry
Afon Bedw, Penbryn	Ceredigion	Dulas Ltd	Assessment of a proposed windfarm site
Carmarthen Castle	Carns	Carmarthenshire County Council	Preparation of conservation plan
Priory St, Carmarthen	Carns	Lidl UK Properties; Gmbh/Grove Partnership	Watching brief during geotechnical site investigation for proposed store. Significant archaeological deposits including Roman levels identified
Hafod mansion house	Ceredigion	Hafod Trust	Audit survey of the mansion house and immediate environs
Onllwyn Mine,, Severn Sisters	Neath/Port Talbot	Ward Mining	Assessment and walk-over survey of proposed open cast extension
Wogaston, Rhoscrowther	Pembs	Dulas Ltd	Assessment of a proposed windfarm site
Dolaucothi gold mine	Carns	National Trust	Topographic survey
Hafod Database	Ceredigion	Forest Enterprise	Conversion of Hafod Archaeological Database
Fishguard, Last Invasion Centre	Pembs	Alec French Partnership	Desk-based assessment and evaluation in advance of development in the Upper Town.
Carmarthen Eastern Bypass	Carns	Welsh Office, Highways Directorate	Significant medieval features and deposits were identified
Torcoed Quarry, Llanddarog	Carns	Tarmac Quarry Products Ltd	Post-excavation analysis and preparation of report
Castle Square	Swansea	Esquise Design	Watching brief during quarry extension
Carmarthen, Friars Park	Carns	Swansea Castle	Desk-based assessment prior to proposal to develop a bar/ restaurant adjacent to remains of
Hafod Lower Lodge Bridge	Ceredigion	Pembroke Design Ltd/Dyfed-Powys Police	Watching brief during extension to police HQ on the line of the Civil War defences
Cwm-llor - Manordello	Carns	Forest Enterprise	Topographic and photographic survey of the bridge linking Lower Lodge and the mansion site
Llansawel - Talley	Carns	RSK/Transco	Desk-based assessment of gas pipeline
Machynys Golf Course, Llanelli	Carns	RSK/Transco	Desk-based assessment of gas pipeline
Machynys Golf Course, Llanelli	Carns	Ove Arup & partners	Desk-based assessment and topographic survey of proposed golf course in the area of the
Llandoverly High St	Carns	former Llanelli Marsh.	Watching brief
Glynea Colliery	Carns	Ove Arup & partners	Desk-based assessment in advance of application for new store
Allt-y-Garn Cairn	Carns	Morbaine Ltd	Desk-based assessment following proposal to remove colliery spoil heap
St Nons, St. David's	Carns	Ove Arup & partners	Provision of advice during reconstruction of cairn
St Dogmaels	Pembs	Llanfihangel Aberdythych Community Council	Preparation of report on watching brief during excavation of pipe trench
J38/M4, Margam	Neath/Port Talbot	Dwr Cymru	Historic Audit
Machynys, Llanelli	Carns	Menter Preseli/St Dogmaels Community Council	Desk-based assessment of proposed development in vicinity of Margam Abbey
Dinefwr Castle	Carns	Hyder Consulting Ltd	Palaeoenvironmental sampling of alluvium and peat deposits of reclaimed marshland
St. John's Church, Templeton	Pembs	Ove Arup & Partners	Watching brief during dismantling of part of south curtain wall
Eglwyswrv	Pembs	Cadw	Watching brief during footpath improvements
Aberystwyth Industrial Land Search	Ceredigion	Pembs county Council	Watching brief during road improvements
Talley-Manordello-Llandoverly	Carns	Chapman Warren	Desk-based assessment forming part of a feasibility study
Stepaside Heritage Park	Pembs	RSK Environmental Ltd	Desk-based assessment and walk-over survey of proposed route of pipeline
Penlantelych-Myddfal	Carns	Taylor Woodrow consultants	Building recording of calcining kilns
Penymaen	Ceredigion	Dwr Cymru	Watching brief during laying of watermain
Llanfair-ar-y-Bryn	Cardiff	Dulas Engineering	Desk-based assessment for a proposed windfarm
Llanfihangel Rhos-y-Corn	Carns	Acanthus Clew Architects	Evaluation outside west front of cathedral in advance of proposed reordering works
	Carns	ACTT	Historic Audit
	Carns	ACTT	Historic Audit

## APPENDIX D PUBLICATIONS AND REPORTS

### Publications

- James, H, 1999 'Carmarthen', in Dennison, E, P, (ed) *Conservation and change in historic towns: research directions for the future*  
 Murphy, K, 2000 'The rise and fall of the medieval Town in Wales', in Slater, T. R. (Ed) *Towns in decline AD100-1600*, 193-213  
 Page, N, 2000 'A Roman road west of Carmarthen. A new avenue of research', *Institute of Field Archaeologists: Yearbook and Directory of Members 2000*, 23-24

### Cambria Reports

- Cambria Archaeology & Landmark Surveys 1999 *Dolaucothi Gold Mines Archaeological Survey: Atlas*  
 Crane, P, 1999 *Porth y Rhaw Coastal Promontory Fort Solva, Pembrokeshire: Archaeological Excavations*  
 Crane, P, 1999 *Tro'r Deryn Upland Farmstead Nr Brynamman, Carmarthenshire: 1998 Excavation and Survey*  
 Crane, P, 1999 *Great Castle head, Dale, Pembrokeshire - Archaeological evaluation report*  
 Crane, P, 1999 *Industrial land search at Aberystwyth*  
 Crane, P, & Jones, R, 1999 *Talley-Manordeilo, Llandovery pipeline: and archaeological assessment*  
 Hall, J, James, H, and Ramsay, R 1999 *Milford Haven Historic Audit. Stage 1: Data Gathering. Part 1: Pembroke Ferry to Garron Pill*  
 Jones, R, & Murphy, K, 2000 *Penymaen proposed windfarm Phase 1: archaeological desk-based assessment*  
 Ludlow, N D, 1999 *Swansea, Castle Square: An Archaeological Assessment*  
 Ludlow, N D, 1999 *Cwm-Ifor - Manordeilo: An Archaeological Assessment*  
 Ludlow, N D, 1999 *Llansawel-Talley: An Archaeological Assessment*  
 Ludlow, N D, 1999 *Carmarthen, Friars Park: Watching Brief*  
 Ludlow, N D, 1999 *Hafod Mansion Audit*  
 Ludlow, N D, 1999 *Welsh Historic Churches Project: Preseli Pembrokeshire Churches, Part 6*  
 Ludlow, N D, 1999 *Welsh Historic Churches Project: South Pembrokeshire Churches, Parts 1 - 5*  
 Ludlow, N D, 1999 *St Gwendolines Church, Talgarth: Excavation behind Church Row, 1997-8*  
 Ludlow, N D, 1999 *Angle Dovecote, Pembs: Excavation, 1999*  
 Ludlow, N D, 1999 *Onllwyn Mine, Glam: Archaeological Assessment*  
 Ludlow, N D, 1999 *Carmarthen, Lidl Store: Archaeological Evaluation*  
 Ludlow, N D, 1999 *Afon Pedw, Penbryn, Ceredigion: an archaeological assessment of the proposed windfarm*  
 Ludlow, N D, 1999 *Friar's Park, Carmarthen: and archaeological watching brief on the police HQ car park*  
 Ludlow, N D, 1999 *Carmarthen Castle Conservation plan*  
 Ludlow, N D, 2000 *Cwm-Ifor - Manordeilo Pipeline: Archaeological Watching Brief*  
 Ludlow, N D, 2000 *Llansawel - Talley Pipeline: Archaeological Watching Brief*  
 Ludlow, N D, 2000 *Fishguard Western Bypass: Archaeological Watching Brief*  
 Ludlow, N D, & Wilson, D H 2000 *Hafod Lower Lodge Bridge Recording*  
 Murphy, K, 2000 *Torcoed Quarry Southern Extension, Llanddarog, Archaeological Recording*  
 Murphy, K, 2000 *Glynea Colliery, Bynea, Llanelli - Archaeological Desk-based Assessment*  
 Murphy, K, and Ludlow, N, 2000 *Carmarthenshire Historic Landscape Characterisation of the four landscapes on the Register of Outstanding Interest Historic Interest in Wales, 4 volumes*  
 Page, N, 1999 *Land At Machynys, Llanelli. Archaeological Assessment*  
 Page, N, 1999 *Archaeological Watching Brief. Housing Development at Broadlands, Bridgend. Beazer Homes Ltd Phase 1*  
 Page, N, 1999 *Archaeological Watching Brief. Housing Development at Broadlands, Bridgend. Beazer Homes Ltd Phase 2*  
 Page, N, 1999 *Archaeological Watching Brief. Housing Development at Broadlands, Bridgend. Westbury Homes Ltd Phase 2*  
 Page, N, 1999 *Archaeological Watching Brief. Housing Development at Broadlands, Bridgend. Redrow Construction Phase 1*  
 Page, N, 1999 *Bolton Hill Quarry, Tiers Cross, Pembrokeshire. Archaeological Assessment and Field Evaluation*  
 Page, N, 1999 *Fishguard Last Invasion Centre - Archaeological Evaluation*  
 Page, N, 1999 *Lampeter CSO: Archaeological Desk-based Assessment*  
 Page, N, 1999 *AP mapping and record creation 1998-1999; Upland Ceredigion*  
 Page, N, 1999 *Land adjacent to St. Mary's Church, Llanfair Ctydogau, Ceredigion; Archaeological Assessment*  
 Page, N, 1999 *Clan Aur, Efailwen, Clunderwen; archaeological watching brief*  
 Page, N, 1999 *Stage 4 archaeological watching brief, Carmarthen Bypass, Carmarthenshire.*  
 Page, N, 2000 *Archaeological Desk-based Assessment: Junction 38 of the M4, Margam, West Glamorgan*  
 Page, N, 2000 *Archaeological Watching Brief. New 90mm watermain at Penlantelych-Myddfai, Carmarthenshire*  
 Pittaro, M & Sambrook, P, 1999 *Historical Audit for the community of Llanfihangel Rhos-y-corn*  
 Ramsey, R, 1999 *Blaen Bowi, Cenarth, Carmarthenshire. An Archaeological Assessment of the Proposed Windfarm Site, September 1999*  
 Ramsay, R, 1999 *Wogaston, Rhoscrowther: an archaeological assessment of the proposed windfarm site*  
 Ramsey, R, 1999 *Amman Valley Sewer Scheme*  
 Ramsay, R, 2000 *St John's Church, Templeton: an archaeological watching brief*  
 Ramsey, R, & Murphy, K, 1999 *Land At High St., Waterloo Road, Llandovery, Carms, Archaeological Evaluation Phase 1 Desk-top Assessment*  
 Sambrook, P, 1999 *Mynydd Mawr Woodland Park Survey*  
 Sambrook, P, 2000 *Deserted Rural Settlements in South-west Wales: 1999-2000 Survey.*  
 Sambrook, P, 2000 *St Dogmaels Historic Audit.*  
 Sambrook, P, Benson, D, Hall, J, & Wilson, H, 1999 *Review of Upland Archaeology in Dyfed: 1989-1999*  
 Schlee, D, 1999 *Whitland Abbey, Carmarthenshire. Standing Building, Geophysical and Topographical Surveys, February 1999*  
 Schlee, D, 1999 *Pill Priory, Lower Priory, Milford Haven. Standing Building, Geophysical and Topographical Surveys, February 1999*  
 Trethowan, M, 2000 *Archaeological survey of the cattle market site and Glyn Siw farmhouse, Carmarthenshire*

#### Tir Gofal Farm Visit reports

Austin, L, 1999 *Benglog, Llandeiniol, Ceredigion*  
Austin, L, 1999 *Brynteg, Cwrt-y-Cadno, Pumsaint, Carmarthenshire*  
James, H, 2000 *Whitemoor, Pembrokeshire*  
Murphy, K, 1999 *Llanfyr, Talsarn, Ceredigion*  
Murphy, K, 1999 *Blaenwaun Ganol, Llanwnnen, Lampeter, Ceredigion*  
Murphy, K, 1999 *Salthouse, Laugharne, Carmarthenshire*  
Murphy, K, 1999 *Causeway Farm, Laugharne, Carmarthenshire*  
Page, N, 1999 *Merryborough, Pembrokeshire*  
Page, N, 1999 *Home Farm, Pembrokeshire*  
Page, N, 1999 *Boulston Manor, Pembrokeshire*  
Page, N, 1999 *Bighouse Farm, Pendine, Carmarthenshire*  
Page, N, 1999 *Bwlch-cefn-sarth, Llanwrda, Carmarthenshire*  
Page, N, 1999 *Craig-y-Borion, Llanteg, Pembrokeshire*  
Page, N, 1999 *Llanio Fawr, Llanio, Ceredigion*  
Page, N, 1999 *Maes-lyn, Tregaron, Ceredigion*  
Page, N, 1999 *Mwche, Llanstephan, Carmarthenshire*  
Page, N, 1999 *Norchard, Lydstep, Pembrokeshire*  
Page, N, 1999 *South Studdock, Angle, Pembrokeshire*  
Page, N, 1999 *Trefenty, St. Clears, Carmarthenshire*  
Page, N, 2000 *Gilfachybetws, Pen y Bont, Carmarthenshire*  
Page, N, 2000 *Danllan, Carmarthenshire*  
Page, N, 2000 *Gilfachybetws, Carmarthenshire*  
Page, N, 2000 *Broniwan, Carmarthenshire*  
Page, N, 2000 *Esgairgraig, Carmarthenshire*  
Sambrook, P, 1999 *Kilgetty Farm, Pembrokeshire*  
Sambrook, P, 2000 *Scamford, Pembrokeshire*

## **AUDITORS' REPORT TO THE MEMBERS OF THE DYFED ARCHAEOLOGICAL TRUST LTD**

We have audited the financial accounts on pages (i) to (viii) which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective March 2000) under the historical cost convention, as modified by the revaluation of certain fixed assets and the accounting policies set out in pages (iii) to (iv).

### **Respective Responsibilities of Directors and Auditors**

As described on page 1, the Trustees, who are also the Directors of the Dyfed Archaeological Trust Limited for the purposes of company law, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on the financial statements and to report our opinion to you.

### **Basis of Opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the judgements made by the Directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Charitable Company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the financial statements are free from material mis-statements, whether caused by fraud or other irregularity or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial accounts.

### **Opinion**

In our opinion the financial statements give a true and fair view of the charitable Company's state of affairs as at the 31st March 2000 and of its incoming resources and application of resources, including its income and expenditure in the year then ended, and have been properly prepared in accordance with the Companies Act 1985.



**Charles & Co**  
**Registered Auditor**  
**Certified Accountants**  
**14 Barn Road**  
**CARMARTHEN**  
**Carmarthenshire SA31 1DD**

**October 2000**

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2000

		Unrestricted Funds 2000 £	Restricted Funds 2000 £	Total Funds 31-Mar 2000 £	Total Funds 31-Mar 1999 £
	Note				
<b>INCOME AND EXPENDITURE</b>					
<b>Incoming resources</b>					
Welsh Office Grant (Cadw)			242532	242532	245563
RCHAMW			33700	33700	37850
Developer Contracts		90668		90668	56847
Other Contracts		68467		68467	100398
Bank Interest Received		2630		2630	2913
Other Income		3869		3869	2193
<b>Total incoming resources</b>		<b>165634</b>	<b>276232</b>	<b>441866</b>	<b>445764</b>
<b>Resources expended</b>					
Direct Charitable Expenditure	(2)	146111	258206	404317	377028
Management & Administration	(3)	8627	19751	28378	27539
Fundraising & Publicity		11	25	36	1405
<b>Total resources expended:</b>	(5)	<b>154749</b>	<b>277982</b>	<b>432731</b>	<b>405972</b>
<b>Net incoming/(outgoing) resources before transfers</b>		10885	(1750)	9135	39792
Transfer between funds	(4)	(1659)	1659		
<b>Net Incoming Resources</b>		9226	(91)	9135	39792
Fund balances brought forward at 1 April 1999		100271	91	100362	60570
Fund balances carried forward at 31 March 2000		<b>109497</b>	<b>-</b>	<b>109497</b>	<b>100362</b>

None of the Trust's activities were acquired or discontinued during the above two financial years.

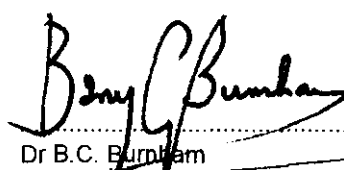
There were no recognised gains or losses other than those shown in the above statement of financial activities.

## BALANCE SHEET AS AT 31 MARCH 2000

	Notes	2000 £	2000 £	1999 £	1999 £
<b>Fixed Assets</b>					
Tangible Fixed Assets	(9)		13731		19045
<b>Current Assets</b>					
Debtors	(10)	76727		42106	
Contract Work in Progress	(11)	50870		21787	
Cash at Bank and in Hand	(12)	50431		63100	
		<u>178028</u>		<u>126993</u>	
<b>Creditors - amounts falling due within one year:</b>					
Creditors	(13a)	19865		3597	
Contract Prepayments & Commitments	(13b)	53814		30102	
Hire Purchase Creditor	(15a)	3395		3395	
		<u>77074</u>		<u>37094</u>	
<b>Net Current Assets</b>			<u>100954</u>		<u>89899</u>
<b>Total Assets less Current liabilities</b>			114685		108944
<b>Creditors - amounts falling due after more than one year:</b>					
Contract Provisions & Commitments	(14)	2359		2359	
Hire Purchase Creditor	(15a)	2829	5188	6223	8582
<b>Net Assets</b>			<u>109497</u>		<u>100362</u>
<b>Funds</b>					
Unrestricted			109497		100271
Restricted	(16)		-		91
			<u>109497</u>		<u>100362</u>

The Financial Statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

Approved by the Board of Trustees on 20/10/00 and signed on its behalf by:

 Trustee  
Dr B.C. Burnham

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2000**

**1. ACCOUNTING POLICIES**

**(a) Accounting basis and standards**

The financial statements have been prepared under the historical cost convention as modified to include the revaluation of certain fixed assets and in accordance with the Financial Reporting Standard for Smaller Entities.

**(b) Cash Flow Statement**

The Trust has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No.1 on the grounds that it qualifies as a small company under the Companies Act 1985.

No Cash Flow Funds Statement has been included since the Trustees consider that this would not provide any additional information to that already contained within the accounts.

**(c) Charities (Accounts and Reports) Regulations 1995**

The Financial Statement of the Trust is presented in accordance with the Statement of Recommended Practice, Accounting by Charities (Charity Commission 1995) and in accordance with the Charities (Accounts and Reports) Regulations 1995.

The Financial Statement formats are adjusted from those prescribed by the Companies Act 1985 to include the Charities (Accounts and Reports) Regulations 1995 which are relevant to the Trust's activities to enable the Trust to show a true and fair view.

**(d) Income and Expenditure**

Income and Expenditure are disclosed in the Financial Statement and are recognised on an accrual basis.

**(e) Restricted and Unrestricted Funds**

Grants received from Cadw: Welsh Historic Monuments and the Royal Commission on the Ancient and Historical Monuments of Wales (RCAHMW) are subject to specific conditions, including a requirement that a separate audited account be submitted on a project by project basis. Grants from these two sources and corresponding expenditure are therefore treated as Restricted Funds. All other resources and expenditure are treated as Unrestricted Funds.

**(f) Management and Administration of the Charity**

The Management and Administration of the Charity is based on the calculated time spent by the Administration personnel (Director, Administrative Officer & Clerical Assistant), which represents a percentage (19.37%) of the Central Cost Salaries. The on-costs include the Audit, Legal & Professional and Members fees and a percentage (19.37%) of the remaining central on-costs.

**(g) Pension Policy**

The Trust operates a Defined Benefit Pension Scheme. Payments into the Scheme are charged to the Financial Activities in the year incurred.

**(h) Contract Work in Progress**

Contract work in progress is stated at the lower of cost and net realisable value.

**(i) Tangible Fixed Assets**

Depreciation is provided at the following annual rates in order to write off each asset over its useful life:

Computer Equipment	33% straight line basis
Office Equipment	33% on written down value
Excavation and Survey Equipment	33% on written down value
Photographic Equipment	33% on written down value
Motor Vehicles	33% on written down value

**(j) Leasing and Hire Purchase Commitments**

Assets held under Hire Purchase contracts, where substantially all the risks and rewards of ownership of the assets have passed to the Company, are recorded in the balance sheet as fixed assets. Depreciation is provided on these assets over their estimated useful life.

Future obligation under Hire Purchase contracts are included as creditors, net of finance charges. Payments are apportioned between the finance element, which is charged to the profit and loss account as interest, and to the Capital element which reduces the outstanding obligation.

Rentals paid under Operational Leases are charged to income on a straight line basis over the lease term.

**2. DIRECT CHARITABLE EXPENDITURE**

	Unrestricted Funds 2000 £	Restricted Funds 2000 £	Total 2000 £	Total 1999 £
<i>Archaeological research &amp; investigation</i>	121222	112050	233272	216785
<i>Education and Publication</i>	24889	-	24889	34679
<i>Archaeological Service Provision</i>	-	146156	146156	125564
	<b>146111</b>	<b>258206</b>	<b>404317</b>	<b>377028</b>

**3. MANAGEMENT AND ADMINISTRATION OF THE CHARITY**

<i>Salaries</i>	3754	8594	12348	13510
<i>Central Running Costs</i>	4873	11157	16030	14029
<b>Total Management and Administration of the Charity Expenditure</b>	<b>8627</b>	<b>19751</b>	<b>28378</b>	<b>27539</b>

**4. TRANSFERS**

The deficits suffered on the grant-aided projects can not be recovered. The resulting deficit is ultimately borne by the unrestricted funds of the company. The transfer is required to reflect this fact.



**5. TOTAL RESOURCES EXPENDED**

		Total Funds 31-Mar 2000 £	Total Funds 31-Mar 1999 £
<b>STAFF COSTS</b>		313598	295142
<b>ADMINISTRATIVE FEES</b>	<i>Audit &amp; Accountancy</i>	4117	2078
	<i>Legal and Other</i>	2522	4453
<b>MEMBERS' EXPENSES</b>		1511	452
<b>TRANSPORT TRAVEL &amp; SUBSISTENCE</b>	<i>Vehicle Maintenance</i>	324	758
	<i>Vehicle Running</i>	7371	6527
	<i>Staff Travel</i>	2893	5134
	<i>Staff Subsistence</i>	2521	3184
<b>PREMISES</b>	<i>Maintenance and Cleaning</i>	5412	5498
	<i>Rent and Rates</i>	11771	12983
	<i>Fuel and Light</i>	2364	1838
<b>POST &amp; TELEPHONE</b>	<i>Postage</i>	1106	1039
	<i>Telephone</i>	4321	3516
<b>INSURANCES</b>		4418	4237
<b>DEPRECIATION</b>	<i>Charge in year</i>	9794	12104
	<i>Profit on Sale of Assets</i>	-	(2415)
<b>CONSUMABLES</b>	<i>Office</i>	6272	6404
	<i>Excavation/Survey</i>	432	384
	<i>Drawing</i>	246	726
	<i>Photographic</i>	2509	2653
<b>OTHER EXPENSES</b>	<i>Subscriptions</i>	1966	1700
	<i>Service/Hire</i>	12800	7403
	<i>Copying</i>	4315	4579
	<i>Publicity/Publication</i>	1966	3094
	<i>Bank Charges</i>	166	313
	<i>Specialist Fees</i>	21137	7908
	<i>Heritage Panels</i>	6032	14139
	<i>Hire Purchase Interest</i>	847	141
<b>Total Resources Expended:</b>		<b>432731</b>	<b>405972</b>

**6. OPERATING RESULTS**

The surplus for the year is stated after charging:

	2000	1999
<i>Depreciation:-</i>		
<i>Tangible fixed assets</i>	7148	8155
<i>Assets held under hire purchase contract</i>	2646	3949
	<u>9794</u>	<u>12104</u>
<i>Profit on sale of assets</i>	-	2415
<i>Auditors remuneration</i>	1880	1821
<i>Trustees remuneration</i>	-	-
<i>Indemnity Insurance</i>	1144	728
<i>Operating leases</i>	7761	6499

**7. EMPLOYEE INFORMATION**

	2000	1999
<b>Total Remuneration</b>		
(a) <i>Wages and Salaries</i>	271535	253193
<i>Social Security Costs</i>	20936	21699
<i>Superannuation</i>	21127	20250
	<u>313598</u>	<u>295142</u>

(b) Average weekly number of employees	2000	1999
<i>Administrative and Clerical</i>	3	2
<i>Fieldwork</i>	8	8
<i>Record</i>	4	4
<i>Education/Publicity</i>	1	1
	<u>16</u>	<u>15</u>

No employee earned over £40,000

## 8. PENSION COMMITMENTS

The Trust is a member of a defined benefit pension scheme operated for the benefit of the employees of a number of archaeological organisations, which requires contributions to be made to a separately administered fund. The latest triennial actuarial valuation was undertaken by an independent qualified Actuary as at 6 April 1997. This showed the scheme had a slight deficit (£3,000) to provide benefits, as promised, at that date, on an agreed actuarial valuation of £1,069,522. The principle assumptions adopted in that valuation were as follows:

- (a) Return on investments 9% per annum
- (b) Rate of salary increases 8% per annum

The value of the fund at 5 April 1999 was £1,576,213

Total pension cost charge for the year was £21127. (1999: £20250)

## 9. TANGIBLE FIXED ASSETS

	Computer Equipment £	Other Office Equipment £	Excavation and Survey Equipment £	Photo- graphic Equipment £	Motor Vehicles Equipment £	Total £
<b>Cost &amp; Realisation Value</b>						
At 1 April 1999	33127	26310	15523	1155	375	76490
<i>Additions</i>	3312	1168	-	-	-	4480
At 31 March 2000	<u>36439</u>	<u>27478</u>	<u>15523</u>	<u>1155</u>	<u>375</u>	<u>80970</u>
<b>Depreciation</b>						
At 1 April 1999	27970	21256	6902	1018	299	57445
<i>Charge in year</i>	3683	2968	3073	45	25	9794
At 31 March 2000	<u>31653</u>	<u>24224</u>	<u>9975</u>	<u>1063</u>	<u>324</u>	<u>67239</u>
<b>Net Book Value</b>						
At 31 March 2000	<u>4786</u>	<u>3254</u>	<u>5548</u>	<u>92</u>	<u>51</u>	<u>13731</u>
At 31 March 1999	<u>5157</u>	<u>5054</u>	<u>8621</u>	<u>137</u>	<u>76</u>	<u>19045</u>

	2000	1999
Net book value of Geodimeter included above, held under Hire Purchase contract	<u>5371</u>	<u>8017</u>

**10. DEBTORS**

	2000	1999
Contract Debtors	76281	41690
Other Debtors	446	416
	<u>76727</u>	<u>42106</u>

**11. CONTRACT WORK IN PROGRESS**

Contracts in progress of completion	<u>50870</u>	<u>21787</u>
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**12. CASH AT BANK AND IN HAND**

The balance on the Trust's current account at 31/03/00 was £6774. Unpresented cheques issued at the year end of £15642 presented a technical overdraft position on the accounts at 31/03/00 of £8868. However, automatic bank transfers from the Trust's business reserve account after 31/03/00 ensured that the current account was not in fact placed in an overdraft position.

Current Account:	(8868)
Cash at Bank & in Hand:	<u>59299</u>
TOTAL:	<u>50431</u>

**13. CREDITORS: Amounts falling due within one year**

	2000	1999
<u>(a) Creditors</u>		
Other creditors	19865	3597
	<u>19865</u>	<u>3597</u>

(b) Contract Prepayments and commitments

Contract prepayment	8131	900
Contract commitments in progress	45683	29202
	<u>53814</u>	<u>30102</u>

**14. CREDITORS: Amounts falling due after more than one year**

Contract provision commitments on longer term projects	<u>2359</u>	<u>2359</u>
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**15. FUTURE FINANCIAL COMMITMENTS**

(a) Obligations under Hire Purchase agreement:

A geodimeter was acquired during the previous financial year under Hire Purchase contract repayable over three years  
Obligations under the Hire Purchase contract fall due for repayment as follows:-

	2000	1999
Within one year	3395	3395
Between one and two years	2829	3395
Between two and five years	-	2829
	<u>6224</u>	<u>9619</u>

Obligations under the Hire Purchase contract are secured on the Assets concerned

(b) Operating leases

At 31 March 2000 the company had annual commitments under operating leases as set out below:

Operating Leases which expire:	2000	1999
<i>Within one year</i>	7780	7741
<i>In the second to fifth year</i>	11075	6907
<i>After fifth year</i>	-	-
	<u>18855</u>	<u>14648</u>

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds	Restricted Funds Grant aided Projects	Total Funds 1999/00	Total Funds 1998/99
	£	£	£	£
(a) Fixed Assets	13731		13731	19045
Net Current Assets	100954	-	100954	89899
Total	<u>114685</u>		<u>114685</u>	<u>108944</u>
Creditors: amounts falling due after more than one year	5188	-	5188	8582
Represented by:	<u>109497</u>		<u>109497</u>	<u>100362</u>

**(b) Restricted Funds Movement of Resources**

	Balance at 01-Apr-99	Incoming	Outgoing	Transfers from Unrestricted Funds	Balance at 31-Mar-00
<i>Cadw Grants</i>	91	242532	(244121)	1498	-
<i>RCAHMMW</i>	-	33700	(33861)	161	-
Total	<u>91</u>	<u>276232</u>	<u>(277982)</u>	<u>1659</u>	<u>-</u>

**17. Status and Taxation**

The Trust is registered under the Companies Act 1985 and is a Company Limited by guarantee not having a Share Capital. No provision for Corporation Tax has been made as the Trust is a Registered Charity.