



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1	April	2019	To	31	March	2020

Reference and administration details

Charity name	Orkney Archaeology Society (SCIO)
Other names charity is known by	
Registered charity number	SC048044
Charity's principal address	Millfield Cottage
	Evie
	Orkney
	Postcode: KW17 2NJ

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Martin Carruthers	Chair		
2	Hayley Green	Secretary		
3	George Vickers	Treasurer	Since Feb 2020	
4	Anna Gudge	Membership Secretary		
5	Mark Newton			
6	Kath Page			
7	Julie Cassidy			
8	Colin Richards			
9	David Drever			
10	Moira Parker			
11	Terri Jane White			
12				
13				
14				

Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Jan Blatchford	Up to December 2019
Joe Horrocks	Up to June 2020

Structure, governance and management

Type of governing document

Constitution. Draft was agreed with OSCR in January 2018 and the final version as approved by the AGM in 2018.

Trustee recruitment and appointment

All trustees are voluntary and unpaid.

Trustees are appointed at the AGM. Anyone wishing to become a trustee at any other time can apply and they will be considered by the Board.

Objectives and activities

Charitable purposes

Orkney Archaeology Society's purpose is to educate the people of Orkney, and beyond, about the art, heritage and culture of the people who have lived in Orkney from pre-historic times to the near present day. Orkney has a rich history of evidenced occupation over the last 8,000 years, and there is keen, and growing, interest in its past.

Summary of the main activities in relation to these objects

The Society will meet these objectives by;

- Arranging educational public meetings, talks and events which will be free to attend and open to all. Where possible, talks will be filmed and made available on the Internet.
- Undertaking fund raising activities to support organisations and individuals working to advance understanding of Orkney archaeology and culture, publicising and encouraging grant applications, and assessing each application based on its archaeological merit and cost effectiveness.
- Organising, publicising, taking part in and supporting active archaeology focused projects in Orkney, including those with cultural and artistic elements, as well as projects with a more traditional heritage focus.
- Raising the profile of archaeology in Orkney, including through the publication of a professionally printed Annual Review detailing archaeological finds and excavations across Orkney.

Achievements and performance

Summary of the main achievements of the charity during the financial period

SCIO

This is the end of our second full year as a SCIO. In the main there has been very little change to the day to day running of the Society. The new bank account was successfully opened with the Clydesdale Bank in June 2018 and, as reported to the 2019 AGM, work was carried out to move the standing order membership subscriptions to the new Bank and, thanks to the very hard work of our Membership Secretary Anna Gudge, this was mainly successful. Our old Bank of Scotland account was formally closed last year and we applied to OSCR in January 2020 for the old OAS charity registration to be closed.

Programme of events, 2019/20

Up until March 2020 OAS operated as it normally would with a series of public talk and events, including a very feedback meeting in January 2020 on the St Magnus Graffiti Project, a successful day trip to Flotta in September 2019 to visit the war time buildings, guided by local expert Andrew Hollinrake and in August 2019 a meeting and event to launch the Orkney Book of Runes, written by Dr Ragnhild Ljosland and published by OAS.

As with all other organisations all plans had to be put on hold in March 2020 and the Board decided initially to not switch to running events on line for 2 reasons – firstly the lack of time from the Board members to arrange such events and secondly the sudden increase in other on-line archaeology events meant there was already a very good programme happening. OAS instead switched to promoting and encouraging supporters to ‘attend’ other talks.

The Board also decided to delay the AGM in line with guidance from OSCR and will reschedule the AGM to take place no later than the end of October 2020. Ideally as a physical meeting, but virtually if that has to be the case.

St Magnus Graffiti Project – Our bid to the Heritage Lottery Fund, as reported to 2019 AGM, was successful and we were able to launch the Project in January 2019. Nearly 70 volunteers have been trained and excellent progress has been made since the recording sessions started in February. Work on this continued for the rest of 2019 and, due to the very busy 2019 tourist season, wasn't able to be completed by the end of December as planned and so was extended through to March 2020. Due to the sudden closure of St Magnus Cathedral in March this project will be carried forward to 2020/21.

Brochtoberfest 2019 – A two-day Brochtoberfest took place in Orkney on 19th / 20th October. Day 1 took place at Orkney College and was a very popular mix of talks, stalls and exhibits. Day 2 was out at the Broch of Gurness and, despite the weather, a hardy 40+ attendees were treated to top class archaeological interpretation.

Funded staff

2019 was the second year that we paid the Monday – Friday Ness of Brodgar shop worker. It had become increasingly difficult to staff via volunteers and we needed to be sure we had cover for all the hours that the site is open. The costs were met from OAS and Ness of Brodgar Trust, although the person was employed for OAS.

Shop 2019

The Shop ran for the full 7 weeks of the 2019 Ness of Brodgar season and was very successful.

Financial review

Brief statement of the charity's policy on reserves

No formal policy apart from an agreement at the 2019 Annual Planning day, held in January, to aim to hold a minimum of £5,000 as a reserve. As we do not employ any staff other than the shop worker for 8 weeks in the Summer, and we have no ongoing liabilities or debts, the Board are comfortable that this is sufficient for our immediate purposes.

An application to Clydesdale Bank to open a Charities Deposit Account has been agreed and will be completed in 2020.

Details of any deficit

None.

Donated facilities and services (if any)

All Trustees volunteer their time. No other donated facilities or services.

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)	Martin Carruthers	Hayley Green
Position (e.g. Chair)	Chair	Secretary
Date	20.08.2020	20.08.20