

**Trustees' Annual Report for the period**

	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1	April	2020	To	31	March	2021

Office of the Scottish Charity Regulator

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	David Drever	Chair	From AGM on 28.10.2020	
2	Hayley Green	Secretary		
3	Anna Gudge	Membership Secretary		
4	George Vickers	Treasurer		
5	Mark Newton			
6	Kath Page			
7	Julie Cassidy			
8	Colin Richards			
9	Ragnhild Ljosland			
10	Moira Parker			
11	Terri-Jane White		Until AGM on 28.10.2020	
12	Kaila Shepherd		From 23 July 2020	
13	Kevin Kerr		From 23 July 2020	
14	Colleen Batey		From AGM, 28.10.2020	
15	James Burton		From AGM, 28.10.2020	
16	Julie Ritch		From November 2020	

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
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Martin Carruthers	Chair and Board Member, until AGM on 28.10.2020
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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	<p>All trustees are voluntary and unpaid.</p> <p>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.</p>

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	<p>The Society will meet these objectives by;</p> <ul style="list-style-type: none"> • 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

Programme of events, October 2020 – May 2021

Because of the Coronavirus pandemic all events have been on-line, including last years AGM which was held later than usual on 28 October 2020. Despite concerns our attendance has been excellent and the monthly talks from January onwards have been extremely well attended.

St Magnus Graffiti Project

The Project was on hold until Spring 2021 when Dr Antonia Thomas was able to get access back into the Cathedral and is now in the final stages of completing the records and getting the final leaflet ready to print. HLF have been kept updated as to the delay and we are keen to get this project completed by the end of May 2021. Dt Thomas is speaking on this to our AGM on 26 May 2021.

Brochtoberfest

Because of the pandemic it was not possible to hold Brochtoberfest in 2020. Plans are afoot for a week-long event in 2021.

Shop 2020

As there was no Ness of Brodgar excavation there was no formal shop in 2020/21. However we expanded our on-line shop significantly and whilst we were not able to meet the usual income levels we were able to make a good contribution to the Grants target.

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.

Should our organisational priorities change this would need to be revisited.

Details of any deficit

Over the period 2020/21 OAS has run a healthy balance. However, due to the Covid19 Pandemic, and the effective closure of the excavation season in Orkney Summer 2020, our income was significantly reduced. The OAS Board agreed, regardless, to offer Grants to community projects as we had funding available. At the beginning of 2020/21 the OAS Account Balance was £38,559. At the end of 2020/21 the OAS Account Balance was £35,554, showing an in-year deficit of £3005.

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. This report was reviewed and agreed at the OAS Board meeting on 6th May 2021

Signed on behalf of the charity's trustees

Signature(s)	
Full name(s)	Hayley Green
Position (e.g. Chair)	Secretary
Date	18 th May 2021