

Association of Certificated Field Archaeologists 2023/24

Financial Summary – as at 31st July 2024

Scottish Charity No: SC007099

	Income	Expenditure	Totals	2022/23
Balance b/f from 2022/23			£19,389.79	
INCOME				
Subscriptions	£1,253.24			£1,204.12
Donations	£1,176.68			£1,100.00
Functions	£660.00			£580.00
AGM	£550.00			£580.00
Publication sales	£1,307.88			£355.70
Grants				£500.00
Other	£12.55			
Total	£4,960.35			£4,319.82
EXPENDITURE				
Administration costs		£1,600.04		£1,397.08
Equipment		£0.00		£0.00
Survey expenses		£3,227.66		£2,582.93
Survey publications		£7,320.99		£1,022.99
Photo competition		£50.00		£50.00
Functions		£681.99		£732.47
AGM		£623.49		£740.75
Other		£50.00		
Total		£13,554.17		£6,526.22
Surplus/(deficit)		(£8,593.82)		(£2,206.40)
Balance c/f to 2024/25			£10,795.97	

Current Assets	2023/24	2022/23
<u>Unrestricted funds</u>		
General funds	£7,829.89	£10,410.60
<u>Restricted funds</u>		
Glen Lochay survey	£870.27	870.27
Bruce Henry Bequest	£567.01	£6,580.12
Lionel Masters legacy	£1,528.80	1,528.80
Totals	£2,966.08	£8,979.19
 Total funds	 £10,795.97	 £19,389.79

Restricted funds

Survey expenses - Glen Lochay

Opening and closing balance £870.27

Bruce Henry bequest

Opening balance £6,580.12

Expenditure

Various publications £7,320.99

Income

Publication sales from 1st Jan 2023 £1,307.88

Balance available carried forward £567.01

Lionel Masters' Legacy

Opening and closing balance £1,528.80

Income and Expenditure Analysis

1. The most obvious feature of the accounts for 2023/24 was the significant loss (£8,600) compared to last year and indeed most recent years. However, there were a number of extraordinary expenses this year, in particular on publications, from which we are already receiving income. This left us with a closing balance of £10,800 compared to £19,400 last year. This will be explained in more detail below.
2. Income was higher this year compared to 2022/23 mainly due to nearly an extra £1,000 of income from publications. We received no grants this year. The Other income was from the sale of ACFA badges.

3. Memberships 2023/24

62 payments @ £20		£1,240.00
Honorary members	3 @ £0	0.00
Student membership	16 @ £0	<u>0.00</u>
Total		£1,240.00

This amount does not tally with the figure shown as Subscription income in the table above due to a small loss of income from subscriptions received through Paypal, and four overpayments last year.

Membership income was for 62 full members, one more than the previous total of full and Associate members. In addition we have three Honorary members. We introduced a Student membership category in 2023 and we now have 16 Student members. We no longer have Associate members.

4. Margaret Gardiner organised a Just Giving page to contribute to our work in Tiree. This raised £1,132.68, including a generous donation from the Renfrewshire Local History Forum facilitated by a former ACFA member. A number of our own members also donated generously.

There was one other small donation.

Although last year's donations seem to be at a similar level, these were two personal donations from members towards the work on Tiree.

5. The loss on the AGM and the March Bash (functions) was lower than it has been in recent years due to our use of a less expensive venue and increasing the cost per person from £20 to £22. We also decided not to over order from the caterer as our new caterer provides generous amounts of food per person.

6. Administration expenses

Insurance	£440.69
OS licence	70.92
Purchase of Zoom licences	299.76
Archaeology Scotland Subscription	75.00

Scottish Local History Forum Subscription	35.00
Website	350.00
Skills Passports	90.00
Other	<u>238.67</u>
Total	£1,600.04

Under Administration expenditure, our insurance charge was slightly lower than last year, but the cost of the OS licence increased slightly.

We renewed our Zoom licence for 2023/24 at the beginning of the financial year and the bill for 2024/25 was received at the end of the 2023/24 financial year and paid this year, so there were two payments made this year.

Our subscription to the Scottish Local History Forum remained at the same rate but the subscription to Archaeology Scotland increased by £20 compared to last year.

Website costs were the same as last year.

We purchased 10 Skills Passports from Bajar but so far only one has been sold – income from this is in the 2024/5 accounts.

Other expenditure was postages and sundries associated with the training courses we have been running and publicity.

7. No items of equipment were purchased this year.
8. Survey expenses were higher again this year, but these included two extraordinary items. A final payment of £2,150 was paid to Ann Clarke in relation to the reports on the stone tools found on Tiree and a further £768 for C14 dating on items from Tiree.
9. Expenditure on publications was up substantially compared to last year as we published the first Glen Lochay book, reprinted the Eaglesham book and also the first report on Thorntonhall as well as reports on the Halterburn, Tiree, Luig and Glen Lochay surveys. All these publications are the result of much hard work over many years and those involved are to be congratulated.

We also purchased new ISBN numbers for future publications.

Publications:

“In the Glen of the Dark Goddess”	£3,700.99
Reprint of Eaglesham book	£2,254.00
Thorntonhall report	£820.00
Halterburn, Luig, Tiree & Glen Lochay	£372.00
ISBN numbers	<u>£174.00</u>
Total	£7,320.99

10. Publication sales were as follows:

James of the Glen	£20.00
Eaglesham	£572.00

Thorntonhall	£335.00
Glen Lochay	£248.18
Other	<u>£132.70</u>
Total	£1,307.88

We continue to sell occasional copies of older survey reports and once again this year Harvard took several of our publications.

11. Other expenditure was a book token for our auditor of many years who retired after last year's AGM.

12. Restricted Funds

Last year, the Committee decided that income from publications should be paid back into the Bruce Henry Bequest, reversing a decision of 2022, due to the expected amount of expenditure on printing publications upcoming.

£7,320.99 was spent on publications, generating £1,307.88 of income. The balance in this fund has therefore reduced from £6,580.12 to £567.01.

Sales so far this year from the Glen Lochay book suggest that the money in this fund will recover again next year but as stated in previous years, in the long term, once all our restricted funds have been used up, all our expenditure will have to come from our general funds.

13. There was no expenditure on the Lionel Masters legacy. It was agreed to spend this legacy on equipment, in particular electronic or IT equipment and we have not purchased any substantial equipment of this type for several years. Consideration needs to be given to how this money might be spent.

14. With the work in Glen Lochay coming to a close with the publication of the first book, it has not been necessary to allocate expenditure to the survey fund for the last few years. Consideration should be given to closing this fund and reallocating the money to General Funds, which could of course be used for any further expenditure in Glen Lochay.

15. Once the Restricted funds have been taken into account, there was also a decrease in general funds of £2,580. This can largely be accounted for by the expenditure on the C14 dating and stone tools work for the Tiree surveys which were exceptional expenditure this year.

Approved by the Committee and AGM and signed on behalf of the Charity

Signature

Date

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Janie Munro

Chair

Signature

Date

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Jennifer Boag

Treasurer