

IFA Debate and Annual General Meeting

Monday 27 September 2004, 2–5 pm

Society of Antiquaries of London, Burlington House, Piccadilly W1J 0BE

ARCHAEOLOGICAL PAY AND CONDITIONS

Low pay and poor working conditions at all levels of the archaeological profession have long been recognised as a serious problem. Working often in a competitive environment and with no realistic barriers to entry it is difficult for any single organisation to make a real improvement. At last year's AGM, recognising that there were inextricable links between pay and standards, there were constructive proposals for structures that could deliver fairer pay settlements, and relevant organisations were charged with agreeing on a working model. This year delegates will report on progress and respond to proposals from the floor. Entry is free for all IFA members.

- | | |
|------|--|
| 2 pm | Welcome and introduction |
| 2.10 | Competitive pay bargaining: a proposed structure <i>Phil Carpenter</i> (Prospect) |
| 2.30 | Competitive pay bargaining: the employers' view <i>John Walker</i> (SCAUM) |
| 2.50 | Archaeological pay and conditions: the diggers' view <i>Chris Clarke</i> (IFA Council) |
| 3.10 | Requiring standards: the English Heritage role <i>David Miles</i> (English Heritage) |
| 3.30 | Linking standards and pay: the IFA role <i>Peter Hinton</i> (IFA) |
| 3.45 | Discussion |
| 4.00 | IFA AGM |
| 5 pm | Party |



Institute of Field Archaeologists
SHES, University of Reading, Whiteknights,
PO Box 227, Reading RG6 6AB
tel 0118 378 6446
fax 0118 378 6448
email admin@archaeologists.net
website www.archaeologists.net



Summer 2004
Number 53

The ARCHAEOLOGIST



This issue:

**ANNUAL IFA:
THE
CONFERENCE
AND REPORT**

**Heritage
Protection
Review**

p8

**Disaster
management**

p10

**More from
Liverpool**

p11

**Glittering
treasure**

p35



For AMS Radiocarbon Dating

RAFTER

We provide:

- ◆ **PROMPT REPORTING TIMES**
8 weeks or less
- ◆ **COMPETITIVE PRICES**
NZ\$ 820 per sample
- ◆ **STABLE ISOTOPE CORRECTION**
 $\delta^{13}\text{C}$ measurement at no extra charge
- ◆ **ADDITIONAL SERVICES**
3 week express turnarounds
enhanced precision measurements

For more information, visit our website:

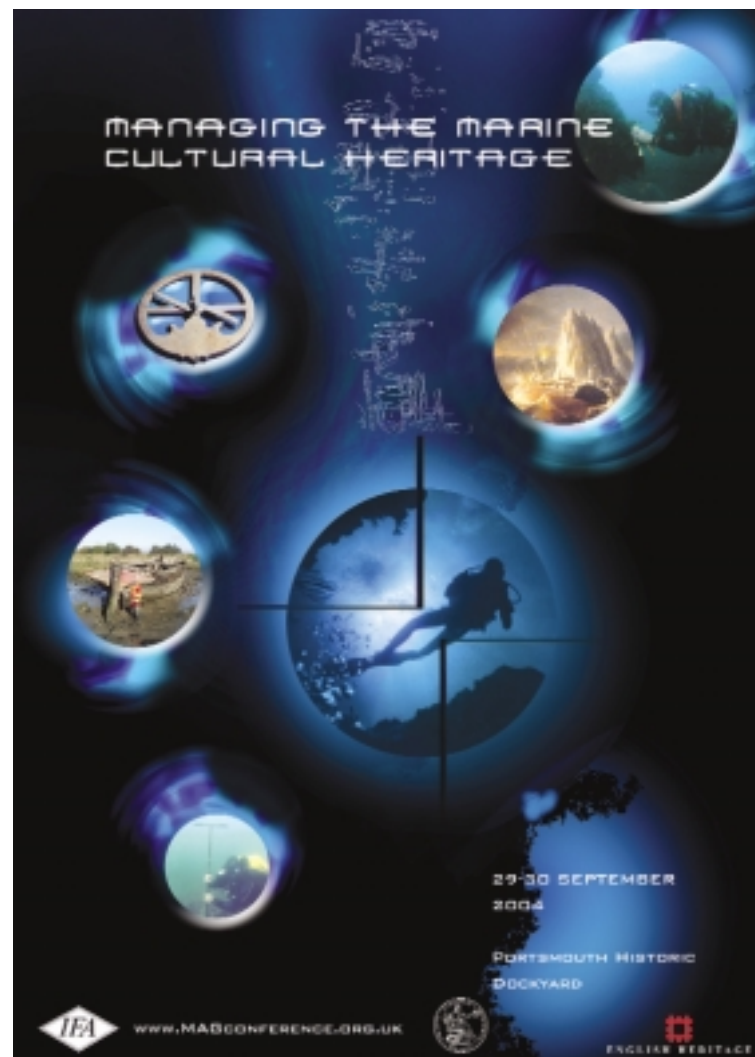
www.RafterRadiocarbon.co.nz

or contact us at:

Rafter Radiocarbon Laboratory, Institute of Geological & Nuclear Sciences
30 Gracefield Road, Lower Hutt, New Zealand

☎: +64-4-570 4647 Fax: +64-4-570 4657

Email: rafter.ifa@gns.cri.nz



THE INVISIBLE DIGGERS

Have you taken part in the on-line survey yet?

Many thanks to the many that have. Your contribution is invaluable in creating an accurate image of the attitudes of 'Commercial' archaeologists of all ages and positions.

Initial results indicate that nearly a third of respondents intend to leave the profession within the next two years! It is only possible to get statistics like that by asking the people that know so YOUR involvement is very important to this study.

PLEASE VISIT
www.invisiblediggers.net

PAUL EVERILL
DEPARTMENT OF ARCHAEOLOGY, UNIVERSITY OF SOUTHAMPTON
AVENUE CAMPUS, HIGHFIELD, SOUTHAMPTON SO17 1BF
paul@invisiblediggers.net

C O N T E N T S

- 1 Contents
- 2 Editorial
- 3 View and adieu from the Chair *Deborah Porter*
- 4 From the Finds Tray
- 8 Review of Heritage Protection *Alison Taylor*
- 10 Disaster management planning for archaeological archives
- 11 Conference 2004: Urban design and the historic environment *Ian George*
- 12 Conference 2004: World in one region *Richard Newman*
- 13 Conference 2004: Maritime archaeology *David Parham*
- 14 Conference 2004: Archaeological skills and training excavations *Neil Cookson and Kenneth Aitchison*
- 15 IFA Annual Report 2003/2004
- 31 The Archaeological Archives Forum *Hedley Swain*
- 33 Model boats in the context of maritime archaeology *Alistair Roach*
- 35 Glittering treasure *Nicola Powell*
- 37 New books reviewed: getting technical *Alison Taylor and Tim Phillips*
- 40 Registered Archaeological Organisations: News
- 42 New members
- 42 Members news



Once again, as an economy measure, we include IFA's Annual Report in a pull-out format within TA. This is a formal document we are legally obliged to provide, and also reminds us all of the hard work by numerous committees that makes IFA a growing and influential body. This year also has rather more cheery news on the financial side and, best of all, membership has expanded healthily. At our Validation meeting on 24 August we passed the 2000 member mark and we also now have fifty Registered Archaeological Units. These are two important benchmarks though there is definitely no time to relax, as our incoming Council will soon find.

This TA includes a few more reports from our Annual Conference in Liverpool, an event still fresh in our memory. Nonetheless it is in fact already time to be thinking about the next one (Winchester, 22-24 March 2005), so the Call for Sessions goes out with this magazine. With the theme *Working in Historic Towns* there will be topics that impact on practically all archaeologists working in Britain, so do seek inspiration and suggest sessions you would like to hear or, better still, to organise.

Archaeological pay and conditions are concerns at the heart of IFA's business so, picking up on points heatedly made at last year's AGM and on recommendations for a possible structure for pay

bargaining, we are using the whole of our AGM on 27 September to take matters further. Speakers will include a range of those involved in negotiating pay rates. Low pay is a major problem for our profession so, whatever your present role, do try to come along to give your opinions and support (and join the party afterwards).

This AGM will see a new Council voted in. It will be good to welcome new faces and to see hard-working members taking up yet more responsibility, but we will have to take a sad leave of some loyal and long-standing members of Council. Deborah Porter has now finished three years as Chair, having previously served as Treasurer, and Evelyn Baker (Vice Chair Standards), Bob Zeepvat (RAO Committee and Validation) and Jonathan Parkhouse (for a long time Chair of Validation) have completed six years' stalwart service. They promise to stay involved with IFA and we will still be calling on their experience and expertise.



Alison Taylor
alison.taylor@archaeologists.net

Notes to contributors

Themes and deadlines

Autumn: Maritime Archaeology
deadline: **1 October**

Winter: The Archaeology of Buildings
deadline: **15 December**

Spring: Prehistoric Britain
deadline: **1 March 2005**

Contributions and letter/emails are always welcome. Short articles (c. 1000 words) are preferred. They should be sent as an email attachment, which must include captions and credits for illustrations. The editor will edit and shorten if necessary.

Illustrations are very important. These are best supplied as originals or on CD, as TIFFs or EPS, not JPGs, scanned at a minimum of 300dpi at the size they are expected to appear.

More detailed *Notes for contributors* for each issue are available from the editor.

EDITED by Alison Taylor, IFA, SHES, University of Reading, Whitenights, PO Box 227, READING RG6 6AB

DESIGNED and TYPESET by Sue Cawood

PRINTED by Charlesworth

View and adieu from the Chair Deborah Porter

Six years ago in a late night conversation in a pub during an English Heritage away day, Graham Fairclough announced that he would be stepping down as IFA Treasurer and would anyone be interested in standing? Up to this point Graham's account and mine are in agreement. I remember asking about the work involved, what commitments it would require. He swears blind that I insisted there and then on being nominated. Whichever account is true (and I know mine is) I soon found myself not just on the Council of the IFA but its Honorary Treasurer. It was one of the scariest things I've done, and was only topped when I stood for Honorary Chair.

Criticising is easy ...

After years of criticising the IFA for all that it didn't do I suddenly found myself in a position to make a difference. Criticising the IFA was easy, a sort of lesser version of 'putting the world to rights' but serving on Council is an opportunity to at least influence the growth and development of the Institute, to ensure that it addresses issues most relevant to professionals in the UK, and to ensure that the profession has a profile that means it is not forgotten.

Improving pay is harder ...

Joining Council was a steep learning curve. Funnily enough we do not inhabit a world where everyone jumps to the beck and call of archaeologists so improving pay and conditions was not simply a matter of requiring everyone to charge more for their services. But the IFA is working with Prospect and others to ensure that pay remains a serious issue and there have been some successes. We have not single-handedly rewritten archaeological legislation, revoked the class consent for ploughing, and secured unlimited funding for archaeology. But we are learning how to negotiate the wider political world so that we are a voice on all of the issues. Through our RAO Complaints procedure and the



Added glamour – Deborah Porter (right) and Clare King welcome delegates to Liverpool

Disciplinary process we are ensuring that all allegations are carefully considered and appropriately dealt with so that Standards are maintained and improved. So although during the last few years we may not have put the archaeological world to rights, we continue to build on our achievements, as the Annual Report Shows.

So consider Council ...

So next time you have a good idea, a criticism of the IFA, or even just want to know more about how the IFA works, I would urge you to consider standing for Council. It was one of the best things I've ever done. I have had the opportunity to work with a group of remarkably committed people, both staff and Council, and I have learned an extraordinary amount about how archaeology and the profession work in the UK. It has been a privilege.

FROM THE FINDS TRAY

SCAUM manuals

The SCAUM manual on *Health & Safety in Field Archaeology 2002* is the latest version of the long-running key reference work setting out the legal responsibilities for archaeological employers, and offering sound advice on how to meet them. SCAUM (Standing Conference of Archaeological Unit Managers) has now published a companion volume, the *Employment Manual 2004*. This, produced for SCAUM by Mike Bennett Associates, provides guidance on good employment practice within current legislation. It underpins both Principle 5 of the IFA *Code of conduct* and the SCAUM Principles of Archaeological Employment.

The manuals are free to SCAUM members. Others may purchase them from IFA, by sending an order or cheque payable to the Institute of Field Archaeologists.

Health & Safety in Field Archaeology 2002: £41
Employment Manual 2004: £41
or £60 for the pair
(Membership of SCAUM, £40 pa)

Money from Winston Churchill?

The Winston Churchill Travelling Fellowships are offering to cover travel and living expenses for periods of 4 to 6 weeks for projects under categories that include conservation of the built environment (including heritage experts), and also history. If you are interested in broadening your experience of archaeology abroad, visit their website, www.wcmt.org.uk, and apply for a grant.



Conservation publications: Scotland

Historic Scotland produces a huge range of books and leaflets, many of them for free, aimed at giving the best conservation advice wherever it is needed. Most of such advice will be applicable throughout the UK. Booklets giving details of what is available can be ordered from their Publications Department, TCRE Group, Longmore House, Salisbury Place, Edinburgh EH9 1SH hs.conservation.bureau@scotland.gsi.gov.uk. The latest one includes *Development and archaeology in historic towns and cities*, *Historic landuse assessment*, *Conservation of historic graveyards*, and *Treatment of human remains in archaeology*, plus a host of technical guidance on caring for historic buildings.

The first soil action plan for England: 2004–2006

Defra 2004

The state of soils in England and Wales

Environmental Agency 2004

We're not the only ones to care about what is in the ground, and archaeologists aren't the only ones protesting about the impact of modern agriculture on the cultural heritage. Both these (free) publications contain insights into various aspects of soil that you might never have thought of, and they also spell out clearly the impact of ploughing on archaeological remains, their policies having good archaeological information behind them ('nearly 3000 scheduled archaeological remains are being actively ploughed') which it is good to see in a 'foreign' context.



Glass depth disturbance indicators in the plough soil, from *The first soil action plan for England: 2004–2006*

Census of medieval tiles in Britain

IFA members interested in regional seminars on medieval tiles, or who can send notes on medieval floor-tile discoveries and details of publications, should contact Lawrence Keen, Director, Census of Medieval Tiles in Britain, 7 Church Street, Dorchester, Dorset, DT1 1JN.

Lawrence Keen, Census of Medieval Tiles in Britain



The Bigger Picture: investing in Scotland's historic environment

Twenty-six key stakeholder organisations threw down the gauntlet to Scottish Ministers on 2 June by launching *The Bigger Picture: Investing in Scotland's Historic Environment* supported by dedicated web pages at www.befs.org.uk. The event, hosted by the Built Environment Forum Scotland (BEFS), brought together MSPs, senior civil servants and representatives of cultural heritage bodies from Scotland and the UK. The conclusions were that Scotland needs to step back and take a strategic look at the way we care for the historic environment, and that we need to instigate annual State of the Historic Environment Reporting. In supporting the initiative, Rhona Brankin MSP congratulated BEFS and the LINK/BEFS Historic Environment Review Taskforce (HERT). The question of auditing the historic environment is currently also being explored by the ministerial advisory group, the Historic Environment Advisory Council for Scotland (HEACS). The first HEACS annual conference in September will hopefully provide an opportunity for Frank McAveety, Minister for Tourism, Culture and Sport, to respond to the views of stakeholders – and perhaps to announce his plans for the eagerly awaited Policy for the historic environment.

*Robin Turner, Convenor,
LINK/BEFS Historic Environment Review Taskforce*

FROM THE FINDS TRAY



Fishbourne reunited, with dinner in the Palace

The Fishbourne Reunion

Unbelievably, forty years have passed since Fishbourne's accidental discovery and subsequent excavation, with its museum and Roman garden opening to the public in 1968. Things are about to change again, with an ambitious re-development project planned with the help of HLF, Sussex Archaeological Society, Chichester District Council and the Million Pound Mosaic Appeal (details available at www.sussexpast.co.uk/appeal). To mark the launch, the Fishbourne Trust tracked down many of the original diggers and invited them to a commemorative dinner (within the Palace, of course), with Barry Cunliffe as guest speaker. It

was clear, as John Manley pointed out, that the structure over the Palace was in need of considerable repair, though the gardens (now with a Roman potting shed) still looked good as ever on the warm May evening. An impressive array of ageless excavators (various professors not to mention IFA Council members and staff and other well-known faces) were just about recognisable.

Prehistoric metals as treasure

Saturday 20 November 2004

A day-school at the University of Sheffield, jointly hosted by Yorkshire Archaeological Society and the Prehistoric Society, will explore the significance of recent prehistoric metalwork finds. Speakers include Roger Bland (Impact of new legislation); Ian Stead (Snettisham hoard); Naomi Field (Iron Age votive deposits at Fiskerton); Vicki Priest (The helmet & the hoards, East Lincs); Megan Dennis (Sedgeford Hoard), along with Kevin Leahy, Paul Wheelhouse and Donald Coverdale. For more details, contact Jenny Moore at 19 Storrs Hall Road, Walkley Bank, Sheffield, S6 5AW, jennym.editing@virgin.net.

Coflein, the National Monuments Record of Wales on-line database

Launched on 13 July, this is the first result of the ongoing SWISH partnership between the Royal Commissions of Wales and Scotland and is based on the RCAHMS applications Canmore and Canmap.

The database, which gives access to over 60,000 site records and 45,000 archive references, can be searched via a GIS interface or by text querying. It also gives access to around 3000 images, more of which will become available as the digitisation programme progresses. An ongoing cataloguing project will gradually provide online references to all the extensive NMRW collections (currently including over one and a quarter million photographs in addition to drawings, surveys, maps and reports). User feedback is very welcome and comments can be sent to David.Thomas@rcahmw.gov.uk www.rcahmw.gov.uk/coflein
Information Management Branch
RCAHMW
Plas Crug
Aberystwyth SY23 1NJ

IFA Finds Group News Summer 2004

The recent *Metals and Metalwork* seminar held at Mortimer Wheeler House, Museum of London was a great success. Liz Barham gave us the inside story of the discovery and conservation of the Anglo-Saxon site at Prittlewell and Geoff Egan talked about regulation in the form of seals, notably cloth seals. Sally Worrell described the PAS database and how it can be used for research, and Ralph Jackson made us squirm by his paper on Roman medical implements. Vanessa Fell reminded us of the importance of x-radiography in metalwork studies and conservation and brought along x-rays to illustrate their potential. It is hoped the seminar will be followed by a practical hands-on session in the autumn, probably at the British Museum. This pattern of seminar followed by practical session will be repeated next year, when we look at buildings and finds associated with them.

For details of future meetings and if you would like to join the committee, please contact the Hon Secretary, Nicola Powell, RAM Museum, Queen Street, Exeter, EX4 3RX, Tel. 01392 665983 nicola.powell@exeter.gov.uk

Remember, IFA Finds Group membership is free to IFA members. Further details from the Hon Treasurer, Annette Hancocks, 15 Keynsham Road, Cheltenham, Glos, GL53 7PU annette.hancocks@blueyonder.co.uk

National Archaeology Day(s)

Held over the weekend of 17/18 July this annual event organised by CBA was once again a huge success with the public. Events were organised on 232 sites – a new record. In Denbighshire the Silures re-enactment group visited Loggerheads country park for the weekend and demonstrated smithing, pewter casting, weaving and food. Three battles a day attracted an audience of about 2000. In Bridgend Mick Aston helped launch a new YAC Branch, which enjoyed a whole range of archaeological activities including Viking cord making, wattle and daubing and looking at pottery. The North Downs YAC Branch held their fourth NAD event based on Life and Death in Saxon Kent, with around 700 people involved. There were talks by TV personality Julian Richards, living history by *Regia Anglorum*, local history and archaeology groups as well as Finds Liaison Officers. The Birmingham Branch spent NAD in the Bronze Age and made a fully working sweat lodge amongst other archaeological activities.

Invisible Diggers?

Paul Everill, Dept of Archaeology, University of Southampton, is conducting an online survey into the attitudes of all archaeologists working in the commercial sector. Initial results indicate nearly a third intend to leave archaeology in the next two years, but to make statistics more reliable he is asking you to answer his questions on www.invisiblediggers.net Paul Everill paul@invisiblediggers.net

Sorting out the past at Moyses Hall Museum, Bury St Edmunds, part of the Suffolk Young Archaeologists Club activities. Photograph Jane Carr



REVIEW OF HERITAGE PROTECTION: THE WAY FORWARD

DCMS Architecture and historic environment division, June 2004

Alison Taylor



Andrew McIntosh
of Haringey

THIS WIDE-RANGING REVIEW of the systems for designating and managing heritage assets in England, published by Lord McIntosh, doesn't address all our problems but does promise many things we have asked and lobbied for before, during and after the consultation. It contains a few highly important recommendations that (assuming English Heritage can afford to implement them) ought to grant a simplified system of designating sites and monuments and managing consents, greater transparency and accountability, statutory and consistent HERs (expanded SMRs), protection of sites from plough damage, and better training provisions. It might also encourage more recording of historic buildings but this is less clearly specified.

PROTECTION AND UNIFICATION

The Review is divided into short-term (some as early as April 2005) and long-term proposals (needing legislation, probably 2007). Inevitably, most of the document relates to buildings but the archaeological input is clever in being short but useful. There will be changes to listing criteria and better information given to owners (who will now have a right of appeal), there are innocuous administrative changes such as moving responsibility for decisions from DCMS to English Heritage (which presently just 'advises'), and Grade I and most II* buildings will both be G1. There is a more significant proposal to create a unified list to cover buildings, ancient monuments, battlefields and parks and gardens. Consents will be dealt with by local authorities (a development that brings local accountability but is slightly worrying in view of the criticisms of current standards of these included in the Review: there will need to be clear guidelines from English Heritage, proper standards for standards of services provided, and a right to call in really contentious cases).

STOPPING THE PLOUGH

Excellent news: at last English Heritage is officially charged with undertaking preparatory work necessary for revising the infamous Class Consent (1994) order, whereby scheduled monuments could

continue to be ploughed, however much damage this caused. Work on this is of course well underway already, so action could come fast. A new agri-environment scheme, Environmental Stewardship, will play a significant part in this.

AT LAST ... STATUTORY HERS

The next cause for glee: the crucial importance of historic environment records (HERs, re-named from SMRs and with added functions) for the success of the overarching policies of this Review is recognised, so there will now be a statutory requirement on local authorities to provide or have access to them for the first time since they were created in the 1970s. Their standards will rise, with additional resources so they can provide the required information in an accessible format

HOLISTIC LANDSCAPES

Another benefit is that there will be area designations for 'extensive archaeological resources' both urban and rural, which should mean we can recognise whole historic landscapes at last, rather than draw tight lines round known finds spots. And these landscapes can be managed holistically, with wildlife and buildings included in the same agreements as archaeological sites, and with management agreements that will overcome the need for repeated consents for different elements in programmes of work, for example on large estates.

HISTORIC ENVIRONMENT ... A KEY PLANK

Regional institutions, who have been taking on a planning role without recognising the value of the historic environment, are now told to make this a

key plank in their community strategies, and district and unitary authorities must also have plans to protect and enhance this. It is recognised that there will need to be consistency and higher standards, with benchmarks of good practice. There is no support for making controls regional rather than remaining with existing local authorities, but sub-regional multi-disciplinary teams drawn from various authorities (including EH) will be encouraged to share expertise, experiences etc.

PPGS TO WAIT

English Heritage, as previously announced (see *TA 52*), is undertaking a long list of pilot projects concerned with better management for a range of sites, and unfortunately PPGs 15 and 16 will not be reviewed until the results of these are known. The reasons for this are due to the extensive cross-referencing between legislation and planning guidance, but it does mean a delay in meeting crying needs to make proper publication, professional accreditation, artefact storage and public involvement officially part of the package of evaluation and mitigation that curators can demand.

The summary of responses includes comments by many that Government should provide guidance on

staff qualifications, including archaeological expertise, and they should commission profiling of professional roles and definitions of competences. Training in dealing with the historic environment is considered an issue for other sectors too, eg architects, developers, councillors, and the private sector, and short professional courses are recommended. There is a call for funding for continuing professional development to be supported by Government, and a call too for better internet access to archaeology, with criticism of the incompleteness and inaccessibility of what is currently available. HEIRNET was said to have potential, but is still disappointing.

CONGRATULATIONS BUT ...

IFA, which contributed extensively to this Review, has responded to Lord McIntosh through the Historic Environment Forum with congratulations for most of the policies but with reservations about adequate funding and the capacity for standard setting. In particular we are worried that increased requirements such as providing information packs for owners of listed buildings could be at the expense of hard-pressed budgets such as Archaeological Commissions. Unless adequate new resources found the minister may give with one hand and leave us even more bereft with the other.

The walls of York and the buildings around them are protected by a confusing mass of legislation. One pilot project will test how their management can benefit from a unified system.



Disaster management planning for archaeological archives

Truly disastrous events (flooding in Prague, Norwich library burnt down, looting in Iraq) naturally hit the headlines, but we can all recite lesser destruction: site huts blown into quarries or vandalised, burglaries, water through roofs, electrical fires, mould infestation, damage by pests, an endless list. Even robust finds such as pot sherds will suffer if their boxes and labels go through fire or flood, and photographs, digital data and many finds are vulnerable to quite minor mishaps. As the world places more and more emphasis on the value of the permanent site archive

(‘the archaeological archive is the corner stone in any project, containing as it does the irreplaceable data and material record of a site which may no longer remain extant’, David Miles)

the days of the leaky shed should be well and truly over. But can we be sure that everything that is stored is safe?

Guidelines

Worries by the archaeological and the museum communities led English Heritage, encouraged by the Archaeological Archives Forum, to commission IFA to come up with disaster management guidelines (how to prevent disasters and how to cope if they occur). The result, written by Kenneth Aitchison and supported by the whole AAF, is being published digitally as IFA Paper No. 8. These guidelines will be strongly recommended for use by our Registered Archaeological Organisations, and by any institution with responsible for storing artefacts or paper archives.

Technical advice

The Paper sensibly begins with prevention, using the now-familiar processes of risk assessment to

help identify risks and how they might be minimised, with specific advice on boxes, packaging and shelving that best withstand accidents. There is technical advice on fire prevention and extinguishing, and the necessary approaches to security, building maintenance, chemical hazards, IT back up and general house-keeping. Trained staff are vital to all processes, and there will have to be a designated Disaster Reaction Manager and Disaster Reaction Team, plus written guidelines, call-out lists and fully equipped Disaster Reaction boxes.

Reactions and recovery

Once the disaster has happened, there are guidelines on immediate reactions (clearly and publicly set out as it may well be cleaners or security staff who have to take the first step), looking after staff who are stressed during emergency procedures and salvaging, identifying and separating materials according to their conservation requirements and degree of damage.

A Recovery Plan too should have been prepared in advance. For most items freezing is advised if they cannot be dried out within 48 hours, and techniques for drying and cleaning after fire or flood (or both) are recommended. Requirements for different sorts of artefacts, paper, photographs, books and electronic media are set out.

All managers and archives officers will need to be fully aware of the recommendations made in this Report. It will soon be possible to download it from www.archaeologists.net or any IFA member can order hard copy from the IFA office.

Aitchison K 2004 *Disaster management planning for archaeological archives*, IFA Paper No. 8

IFA Annual Conference LIVERPOOL 2004

URBAN DESIGN & THE HISTORIC ENVIRONMENT

Ian George and Mike Hodder

The continuing interest in the urban historic environment returned to develop themes begun in Bangor in 2003. Interest focused on real examples of situations where historic environment professionals have added value to urban developments, either strategically or as part of a multi-disciplinary team.

Brian Durham (Urban Committee of ALGAO) outlined the ALGAO developing strategy to provide a framework for informed decision making in urban environments, where commercial, economic and political pressures can be great. *Alison Taylor* showed how IFA had worked with the Housing Corporation to demonstrate the benefits of archaeologists working closely with developers, despite tight financial constraints. The project *Homes with history* had shown how an understanding of historic value could benefit housing associations, potential residents and the historic environment. By encouraging housing associations to view the historic elements of their development as opportunities not constraints everyone will gain.

The need to influence projects and strategies early in the process was brought into sharp focus by *Nick Waloff*. He predicted an increase in investment in regeneration projects by the UK property investment sector. Heritage professionals must understand the trend in government policy but they must also understand the role played by private sector investors and the trend in their investments.

Alex Greenbank and *Mike Hodder* took us through the approach to urban design in Birmingham, which has a newly published Archaeology Strategy. Examples such as St Martin's church in the new Bullring demonstrate the emphasis being placed upon quality design within an historic context. The city council has a Design Adviser and a Design Review Panel influencing change. Other successful case studies came from Edinburgh (where *John Lawson* described the fire on Cowgate in December 2002, and the ways in which archaeological understanding informed the re-development process) and from Dudley, where *Pete Boland* presented examples of archaeological remains being preserved in situ and being used to inform the

paving scheme for a new public space in the heart of the town.

Turning attention to Merseyside and Liverpool, *Yvette Alagul* and *Neil Wearing* discussed the historic characterisation project and how the historical dimension of the urban landscape being examined. *Malcolm Cooper* addressed issues of regeneration and development within Liverpool. He echoed some of *Nick Waloff's* earlier messages about becoming engaged early in the process. Derelict buildings need not necessarily be beyond repair but can be brought into sustainable reuse, thereby retaining the urban grain. HELP (Historic Environment in Liverpool Project) has brought partners together to achieve this.

In the afternoon three guides led about 80 people around the city centre of Liverpool. We saw examples of challenges facing the various bodies working to regenerate the Canning, Ropewalk and waterfront areas of the city, ending with a wine reception hosted by the Lord Mayor of Liverpool.

Ian George
English Heritage

Mike Hodder
Birmingham City Council

Urban design and the historic environment explained © Mealey photography



IFA Annual Conference
THE WORLD IN ONE REGION:
the historic environment of
North West England

Richard Newman

ALGAO North West's session set out to highlight case histories distinctive to the region, plus features of international significance and relevance. The focus of the session was on evidence for overseas links and wider contacts, beginning with a paper on the Romans in one of the few towns designated an Area of Archaeological Importance: Chester. *Keith Matthews* presented a stimulating review of his work on the Amphitheatre, showing that the monument only functioned for a few years before becoming the town dump. He argued that it was later refurbished and may have been the site of Chester's first church.

Mark Leah presented another Cheshire paper, on remarkable discoveries from the Roman settlements and salt producing centres at Middlewich and Nantwich, with their high quality organic preservation. Excellent wood preservation was also noted in Carlisle, by *Carol Allen*. She examined the wealth of objects produced by the Millennium excavations, including well preserved and unique artefacts such as previously unrecorded elements of Roman armour. Finds in abundance were characteristic of material from the ancient port of Meols on the Wirral, described by *Rob Philpott*. He reviewed the evidence, recovered over the past century, of trading activity that continued from later prehistory into the Middle Ages. The importance of trade to the economy of the North West, especially to post-medieval towns, was the theme of a paper by *Lesley Mitchell* and *Caron Newman*. Based on the Lancashire Extensive Urban Survey it showed how the post-medieval physical fabric of towns was intimately linked to trading patterns, from cotton mills to slave memorials.

No survey of the North West's historic environment would be complete without its industrial heritage, and the excavations of the Bessemer integrated iron and steel works at Barrow was the subject of *Paul Belford's* paper. Products included rails that were used in railways across the world. The first archaeological excavation of this type of late nineteenth- and twentieth-century industrial plant, it demonstrated that even on recent sites archaeology can reveal much



Clay and timber-lined brine cistern at Kingsley Fields, Nantwich, Cheshire, excavated by University of Manchester Archaeological Unit © Cheshire County Council

that is not recoverable from documents. The North West's pre-eminence in a range of site types and historic landscapes was emphasised by *Robina McNeil*, reviewing the region's current applicants for World Heritage Site status. Hadrian's Wall is currently the region's only WHS, but there is a range of prospective candidates. The Liverpool waterfront is a monument to Britain's, perhaps the western world's, most important port after London during the eighteenth and nineteenth centuries. The Manchester and Salford bid encapsulates Manchester's role as the archetype industrial city, and the Lake District is England's most acclaimed cultural landscape, associated with a plethora of distinguished conservationists and writers such as Ruskin, Wordsworth and Beatrix Potter.

Richard Newman
ALGAO North West

IFA Annual Conference
MARITIME ARCHAEOLOGY

David Parham



A day at the seaside:
Langstone Harbour

It was pleasing to see that maritime archaeology was represented in 60% of the sessions of the IFA conference this year and equally pleasing to chair seven presentations in this session, ranging from the oldest dated boat find in Scotland to the skills requirements for the developing maritime archaeology sector.

Sarah Winlow (Perth and Kinross Heritage Trust) talked about the Carpow log boat, at 3000 years old the oldest dated vessel in Scotland. *Jamie Quartermaine* (Oxford Archaeology North) told us how the port of Liverpool developed from the world's first enclosed wet dock in 1710, and how archaeological investigations had rediscovered the monument that was presumed to have been destroyed. *Julie Satchel* (Hampshire and Wight Trust for Maritime Archaeology) went on to discuss the discovery of an early Saxon log boat in Langstone Harbour when its site had been exposed by erosion. Its excavation greatly enhanced our knowledge of the harbour in the early Saxon period but also brought to light problems with funding for maritime archaeology remains uncovered by coastal erosion.

Anthony Martin of Giffords Archaeology explained how Environmental Impact Assessments in advance of wind-farm construction in Liverpool have provided new data from sophisticated geophysical

surveys and also allowed re-examination of information gathered over many generations. *Philippa Ascough*, University of Edinburgh, explained how radiocarbon could be effected by carbon dioxide exchanged between the atmosphere and the ocean, giving living marine organisms an apparent 'age' which means that C14 dates may be several hundred years older than the actual date. *Alex Hildred* of the *Mary Rose* Trust explained how MoD requirements for larger warships have given the Trust an opportunity to redefine original excavation methodologies and gain understanding of the site to inform future plans.

Rachel Edwards (Arboretum Archaeological Consultancy) finished with an account of the English Heritage-funded 'Identifying Skills Needs in Maritime Archaeology - profiling the maritime archaeological profession' survey. This surveyed a wide range of people involved in UK maritime archaeology, focussing on skills, experience and training.

We then all made off for an afternoon trip around the Western Approaches Command Centre at Derby house and Merseyside Maritime Museum.

Fun stops here: raising
the Langstone log boat



Neil Cookson and
Kenneth Aitchison



Sorting the tile: part of the hands-on training offered at Silchester

Practising archaeologists need a lot more skills than they will learn at university, and this session was arranged to look at new ways that are being set up to help us acquire these.

Last year, Foundations Archaeology, Oxford Archaeology and English Heritage's Centre for Archaeology worked with IFA, CHNTO and specialist consultants to find ways to use *National Occupational Standards in Archaeological Practice (NOS)* to improve business practice. *Gill Campbell, David Jennings and Clare King* all reported on this experience. Oxford Archaeology had looked at job descriptions for Senior Project Managers and used teamwork to identify and develop this role in order to support personal and corporate ambitions

that lead to clearer training, development targets and career paths. At Fort Cumberland, *Gill Campbell* had been working on a structured internship programme defined against NOS that will fill the gap between MScs and PhDs and the experience needed to become a specialist in archaeological science. *Clare King's* experience was of how a small commercial practice had carried out an organisational skills audit. The work, experiences and learning undertaken by these organisations is being shared through case-studies (see <http://www.chnto.co.uk/development/archaeology/CaseStudies.html>).

We were then taken through ways three specific training needs are being addressed. *Phil Mills*, based at the McDonald Institute for Archaeological Research, University of Cambridge, discussed the Roman Pottery Specialist Training Programme, which is addressing the emerging shortage of qualified finds specialists. From English Heritage's Designation Team, *Paul Jeffery* spoke about PRIDE - Peer Resourced Individual Development Ethos, which is about the technical

aspects of providing training in an environment where the demand is great, resource are finite, but there is a reservoir of expertise within the organisation. *Neil Cookson's* paper was on the relevance of training in procurement principles.

The next part of the session concentrated on training in the field. *Roger White* treated us to a lively review of training at Wroxeter over the last fifty years, emphasising the momentum built up by long-running projects. *Phil Abramson* (North East Archaeological Research) applied a business management model to a local government training initiative on Teesside, outlining how training in archaeological field techniques can be organised by the private sector to meet the requirements of higher and further education. *Emma Noyce* (Framework Archaeology) reviewed progress at Heathrow Airport, where the project places great emphasis on interpretation.

Amanda Clark (University of Reading) described the skills and qualities required to resource and organise a training excavation (Silchester), where university students are trained alongside schools participants financed by the Heritage Lottery Fund. *Toby Kendall* (York Archaeological Trust) reviewed a self-financing project that offered courses where participants took on as much responsibility as they and the supervisors think they can handle.

Pip Stephenson (Centre archéologique européen du mont Beuvray), talking on training the trainers, explored ways that training can be an intellectually stimulating experience, and how this had been taking place through a European Commission-funded transnational project - and this was the only paper to employ the phrase 'sexually orgasmic'!

The session benefited from CHNTO and we must also record special thanks to discussants Anne Mackintosh and Mike Bishop.

Neil Cookson
North East Archaeological Research

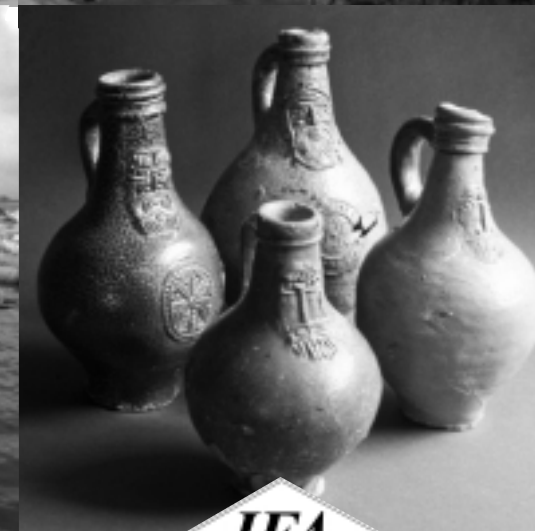
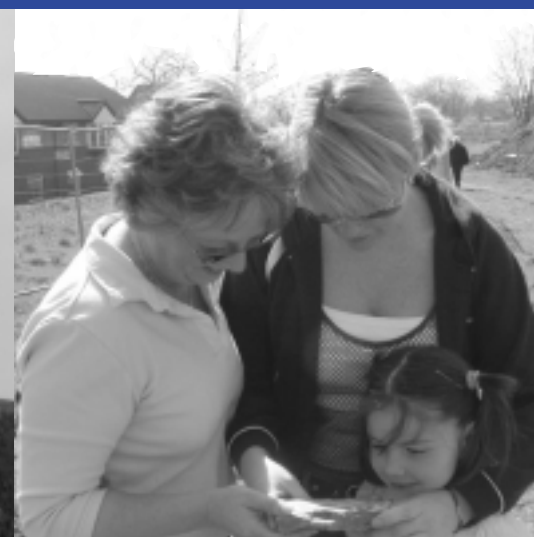
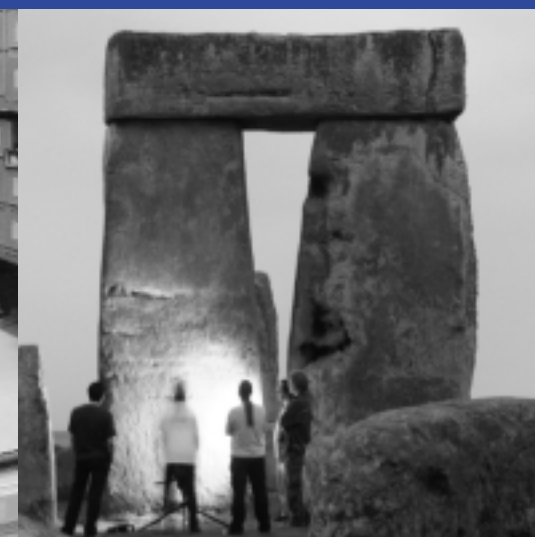
Kenneth Aitchison
Institute of Field Archaeologists



THE INSTITUTE OF FIELD ARCHAEOLOGISTS

Annual report 2003/2004

Covering the period July 2003 to June 2004
with financial statements for the period 1 April 2003 to 31 March 2004



ANNUAL REPORT 2003/2004

COVERING THE PERIOD JULY 2003 TO JUNE 2004

WITH FINANCIAL STATEMENTS FOR THE PERIOD 1 APRIL 2003 TO 31 MARCH 2004

REPORT OF THE HONORARY CHAIR

In December of last year, the IFA celebrated its 21st birthday. There was a sense of achievement as we raised a glass of champagne at the December Council meeting. Much has been achieved over the years and the hard work of both past and present councils has provided us a firm base on which to continue to build for the future as the IFA grows and develops as a professional institute, representing the whole of the archaeological profession. We are now in the third year of implementation of our Strategic plan, and continue to build on the successes which I reported last year.

We continue to work towards achieving proper recognition and respect for archaeologists. This year has seen the launch at the House of Lords of *Homes with History*, a publication aimed at encouraging housing associations to make better use of archaeological services and the assets of the historic environment. In addition, the IFA continues to work closely with the All-Party Parliamentary Archaeology Group to ensure that key issues raised in their report are addressed. Most significantly, however, we engaged in the reviews of heritage legislation in England and Wales and with the Scottish Executive review of Historic Scotland and have been working with the Office of the Deputy Prime Minister on the English Planning Policy statement to replace PPGs 15 and 16.

Our publication programme continues to go from strength to strength. *The Archaeologist* has become a publication of which we can be proud and feedback from members shows its success. This year also saw other publications, notably *Guidelines to the standards for recording human remains* and the soon to be launched model conditions of contract for archaeological work, developed as part of the Institution of Civil Engineers' family of contracts, emphasising our professionalism to the construction industry and easing negotiations with developers.

Finally the Jobs Information Service is expanding and can now be received via email. The JIS is a vital source of information about jobs throughout the archaeological and related disciplines.

The IFA continues to work on our own and with partners to ensure that the appropriate standards are set and achieved throughout the profession. We are continuing our discussions with the National Heritage Agencies to ensure that the implementation of the Valletta Convention will recognise the importance of adherence to the IFA's *Code of conduct* in ensuring that the provisions of Article 3 of the Convention are met. With the Archaeology Training Forum we are developing an entry-level qualification in archaeological practice, and piloting the use of occupational standards for archaeological practice to specify jobs, ensure relevant training, encourage career planning and fight for pay grades that reflect the real skills and responsibilities of archaeologists. We are also working closely with Prospect and SCAUM to explore the possibility of a system of collective pay bargaining with a view to coordinating a significant increase in pay across the profession, starting in the commercial sector. More importantly, following approval by Council, the IFA is forging strategic partnerships with other key organisations who share common concerns and aims. In working together, we are confident that we will be able to achieve even more influence and respect that we can individually.

Finally, we are nearing the ambitious goals for membership which were set in the Strategic Plan. There are now 50 Registered Archaeological Organisations and the scheme has produced a marked increase in quality in recent years, both of archaeological work and employment practices. In addition, we have continued to see a big increase in the applications for membership, particularly amongst students, and we were able to pass the 2000 member mark in August 2004.

Although much has been achieved over the past year, we are aware that there is much still to do. The Strategic Plan provides a framework for this, ensuring that the IFA stays on course and continues as the professional institution for archaeologists in the UK.

Deborah Porter
Hon Chair of Council

REPORT OF THE HONORARY TREASURER

In line with the IFA Strategic Plan Council has continued to pursue the following strategies

- S.4.8: We will ensure our long-term financial security so that we are well placed to implement our strategies and activities for the benefit of members and others we will
- S.4.9: generate income
- S.4.10: manage our investments
- S.4.11: pursue a sound pricing policy
- S.4.12: manage key risks to our financial security
- S.4.13: maintain adequate control procedures

I am grateful to Alex Llewellyn, Andy Taylor (our accountant) and Ross Brooke (our auditors) for preparing the company accounts.

Council reviews the profit and loss account and balance sheet every quarter, and we became aware during the year that we would generate a surplus in 2003/4. This has been an exceptional year, because of the high volume of externally funded project work, particularly the Leonardo-funded *Training the trainers* project in which we are participating with a number of European partners. Although there is clearly good news for 2003/4, the fact that we remain heavily dependent on projects, commissioned by a limited number of clients, means that there is considerable volatility in our financial position from year to year. In such a situation we are at some financial risk, and it is clear that our ability to forecast will always be compromised. I am therefore obliged to sound the traditional and necessary note of caution.

Moreover, our budgeting shows that it is highly unlikely that we will continue to produce results like this in future years – and nor should we. It is not the purpose of the Institute to create surpluses, nor to keep members' funds sitting in the bank. Council is determined to increase the range and quality of membership services and to invest in the development of the profession, and is equally committed to providing more support to its hard-pressed staff to enable them more easily to meet the Institute's demanding forward programme. An increase in staff resources could well mean – unless we are very successful with our funded projects – that we make significant deficits in 2005/6 and following years. However, our profitability in 2003/4 leaves us with a healthy enough balance sheet to sustain these losses without compromising our reserves policy, providing (as we presently forecast) that we reach breakeven again in the next five years. In other words, we intend to exploit the good fortune of 2003/4 and put your money to work to develop our institute and our profession.

Jack Stevenson
Hon Treasurer

THE DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2004

The directors who served the company during the year were:

NAME	POSITION	PERIOD OF OFFICE
Evelyn Baker, MIFA	Hon Vice Chair, Standards	17/9/98 – 27/9/04
Beverley Ballin-Smith, MIFA		30/9/03 –
Stephen Briggs, MIFA		30/9/03 –
Kayt Brown, AIFA	Hon Vice Chair, Personnel & Membership, Equal Opportunities Officer	5/9/02 –
Catherine Cavanagh, PIFA		30/9/03 –
Christopher Clarke, PIFA		30/9/03 –
Hester Cooper-Reade, MIFA	Hon Secretary	6/9/01 – 27/9/04
Michael Dawson, MIFA	Hon Chair, CWPA	5/9/02 –
David Gaimster, MIFA	Hon Editor	30/9/03 –
Annette Hancocks, MIFA		30/9/03 – 27/9/04
David Jennings, MIFA	Hon Chair, RAO	5/9/02 –
Clare King, MIFA	Hon Chair, Validation	30/9/03 –
Philip Mills, AIFA		30/9/03 –
David Parham, MIFA		30/9/03 –
Jonathan Parkhouse, MIFA	Hon Chair, Validation & Outreach	17/9/98 – 27/9/04
Deborah Porter, MIFA	Hon Chair	17/9/98 – 27/9/04
Roy Stephenson, AIFA		5/9/02 –
Jack Stevenson, MIFA	Hon Treasurer	7/9/00 –
Jeremy Taylor, AIFA		5/9/02 –
David Thackray, MIFA		7/9/03 –
Mark Turner, AIFA		30/9/03 – 27/9/04
Robert Zeepvat, MIFA		7/9/03 –
Sue Davies	(Resigned 30 September 2003)	
Roy King	(Resigned 30 September 2003)	
Stephen Laurie-Lynch	(Resigned 30 September 2003)	
Richard Newman	(Resigned 30 September 2003)	
Ken Whittaker	(Resigned 30 September 2003)	

The following directors are to retire from the board at the Annual General Meeting in accordance with the Articles of Association:

Evelyn Baker
Hester Cooper-Reade *
Annette Hancocks *
Jonathon Parkhouse
Deborah Porter
Mark Turner *
Robert Zeepvat

Directors marked with an asterisk are eligible for immediate re-election and may therefore be re-nominated.

DIRECTORS' 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 at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the directors are required to select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The directors must also prepare the financial statements on the 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 to enable them to ensure that the financial statements comply with the Companies Act 1985. The directors 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.


AUDITORS

A resolution to re-appoint Ross Brooke Limited as auditors for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985.

Signed by order of the directors



PETER HINTON
Company Secretary

Approved by the directors on 9 June 2004

EMPLOYEES OF THE INSTITUTE

NAME	POSITION	PERIOD OF OFFICE
Kenneth Aitchison, MIFA	Head of Training & Standards	Full time
Lynne Bevan, MIFA	JIS Bulleting compiler	Part time
Peter Hinton, MIFA	Director	Full time
Gina Jacklin	Finance and Admin Assistant (from March)	Part time
Alexandra Llewellyn	Company Administrator	Full time
Gillian Phillips	Senior Administrative Assistant	Full time
Paula Smith	Administrative Assistant	Part time
Alison Taylor, MIFA	Head of Outreach	Full time

COMPANY INFORMATION

<i>Company secretary</i>	Peter Hinton (Director)	
<i>Registered office</i>	Institute of Field Archaeologists	University of Reading, SHES, Whiteknights, PO Box 227, Reading, RG6 6AB
<i>Auditors</i>	Ross Brooke Limited Chartered Accountants & Auditors	37 London Road, Newbury, Berkshire RG14 1JL
<i>Bankers</i>	Co-operative Bank plc	34 St Mary's Butts, Reading RG1 2LQ
<i>Solicitors</i>	Simon Best Tim Francis	Prettys Solicitors, Elm House 25 Elm Street, Ipswich IP1 2AD

**INDEPENDENT
AUDITORS' REPORT TO
THE MEMBERS OF THE
IFA FOR THE YEAR
ENDED 31 MARCH 2004**

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31 March 2004.

PRINCIPAL ACTIVITIES

The principal activity of the company during the year continued to be the advancement of the practice of field archaeology and allied disciplines.

We have audited the financial statements which have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002), under the historical cost convention and the accounting policies set out.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described in the Statement of Directors' Responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and transactions with the company is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

BASIS OF AUDIT OPINION

We conducted our audit in accordance with United Kingdom 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 significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the 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 that the financial statements are free from material misstatement, 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 statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2004 and of its surplus for the year then ended, and have been properly prepared in accordance with the Companies Act 1985.



ROSS BROOKE LIMITED
Chartered Accountants & Registered Auditors
37 London Road, Newbury, Berkshire RG14 1JL
Date: 3 July 2004

**INCOME AND
EXPENDITURE
ACCOUNT FOR THE
YEAR ENDED
31 MARCH 2004**


	NOTE	2004 (£)	2003 (£)
Turnover		441,977	280,850
Cost of sales		<u>(121,087)</u>	<u>(22,971)</u>
Gross surplus		320,890	257,879
Administrative expenses		<u>(264,788)</u>	<u>(257,303)</u>
Operating surplus	2	56,102	576
Interest receivable		<u>4,624</u>	<u>5,879</u>
Surplus on ordinary activities before taxation		60,726	6,455
Tax on surplus on ordinary activities	3	<u>—</u>	<u>(15)</u>
Retained surplus for the financial year		60,726	<u>6,440</u>

**BALANCE SHEET AT
31 MARCH 2004**

	NOTE	2004 (£)	2003 (£)
Fixed assets			
Tangible assets	4	2,424	1,500
Current assets			
Stocks		19,744	8,809
Debtors due within one year	5	31,711	22,670
Cash at bank		<u>314,546</u>	<u>247,409</u>
		366,001	278,168
Creditors: amounts falling due within one year	6	119,456	91,049
Net current assets		246,545	187,119
Total assets less current liabilities		248,969	188,619
Capital grants	7	369	745
		<u>248,600</u>	<u>187,874</u>
Reserves	9		
Income and expenditure account	10	248,600	187,874
Members' funds		248,600	187,874

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985 and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

These financial statements were approved by the directors on the 9 June, 2004 and are signed on their behalf by:



JACK STEVENSON
Director

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2004

1 ACCOUNTING POLICIES

- (i) **Basis of accounting** The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).
- (ii) **Turnover** The turnover shown in the income and expenditure account represents amounts invoiced during the year and amounts receivable on projects undertaken within the year.
- (iii) **Fixed assets** All fixed assets are initially recorded at cost.
- (iv) **Depreciation** Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:
Office equipment - 50% per annum of net book value
- (v) **Work in progress** Work in progress is valued on the basis of direct costs plus attributable overheads based on normal level of activity. Provision is made for any foreseeable losses where appropriate. No element of profit is included in the valuation of work in progress.
- (vi) **Operating lease agreements** Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income on a straight line basis over the period of the lease.
- (vii) **Income in advance** Income relating to future periods, including memberships, and other subscriptions are deferred and carried forward as income in advance in creditors. Project grants received ahead of costs are deferred and are also carried forward as income in advance.
- (viii) **Area and special interest groups** The IFA has a number of regional and special interest groups, who organise comparatively small scale events, conferences and other activities. The income, expenditure and funds held by these groups are incorporated into the accounts of the IFA.
- (ix) **Deferred capital grants** Grants in respect of capital expenditure are treated as deferred income and are credited to the profit and loss account over the estimated useful economic life of the assets to which they relate.

2 OPERATING SURPLUS

Operating surplus is stated after charging/(crediting):

	2004 (£)	2003 (£)
Amortisation of government grants re fixed assets	(375)	(496)
Depreciation	2,424	496
Auditors' fees	2,515	2,446

3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

	2004 (£)	2003 (£)
Current tax:		
Over/under provision in prior year	-	15
Total current tax	-	15

Corporation tax is only chargeable on the bank interest received.

4 TANGIBLE FIXED ASSETS

	Office Equipment (£)
COST	
At 1 April 2003	10,475
Additions	3,348
At 31 March 2004	13,823
DEPRECIATION	
At 1 April 2003	8,975
Charge for the year	2,424
At 31 March 2004	11,339
NET BOOK VALUE	
At 31 March 2004	2,424
At 31 March 2003	1,500

5 DEBTORS

	2004 (£)	2003 (£)
Trade debtors	314	-
Other debtors	26,310	18,105
Prepayments and accrued income	5,087	4,565
	31,711	22,670

6 CREDITORS: Amounts falling due within one year

	2004 (£)	2003 (£)
Trade creditors	22,180	12,104
Other creditors including taxation & social security: PAYE & social security	5,177	4,395
Other creditors	69,964	58,021
Accruals and deferred income	22,135	16,529
	119,456	91,049

7 CAPITAL GRANTS

	2004 (£)	2003 (£)
Received and receivable:		
At 1 April 2003	1,489	1,489
Receivable during year	-	-
	1,489	1,489
At 31 March 2004	1,489	1,489
Amortisation:		
At 1 April 2003	744	248
Credit to profit and loss account	376	496
	1,120	744
At 31 March 2004	1,120	744
Net balance at 31 March 2004	369	745

8 RELATED PARTY TRANSACTIONS

No transactions with related parties were undertaken such as are required to be disclosed under the The Financial Reporting Standard For Smaller Entities (effective June 2002).

9 COMPANY LIMITED BY GUARANTEE

The Company is limited by guarantee and does not have a share capital. In the event of the company being wound up, the members are liable to contributing up to £10 each to meeting the liabilities of the company.

10 INCOME AND EXPENDITURE ACCOUNT

	2004 (£)	2003 (£)
Balance brought forward	187,874	181,434
Retained surplus for the financial year	60,726	6,440
Balance carried forward	248,600	187,874

DETAILED INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2004 (not forming part of the audited accounts)

		31.03.04	31.03.03
INCOME	Subscriptions	160,547	138,527
Fees	Application Fees	3,264	2,541
	RAO Fees	29,531	26,170
Sales	Adverts	3,476	2,535
	Publications	2,204	1,393
	JIS Subscriptions & advertising	15,064	6,742
Other	Group income	2,900	2,284
	Sundry income	-	680
	Interest	4,624	5,879
Grants and sponsorship	Other grants	5,000	5,000
	Sponsorship and donations	-	500
Projects	Contribution from projects	98,903	70,891
		325,513	263,142
EXPENDITURE			
Staff	Staff salaries	176,470	160,580
	Temporary staff	1,714	684
	Staff travel	5,962	3,599
	Staff training fees	1,896	1,111
	Staff recruitment	470	332
Committees and groups	Committee travel	5,146	6,732
	Group funding	1,935	2,531
Membership services	JIS costs	2,285	3,436
	Publications TA	15,100	18,516
	Publications – Papers	295	4,561
	Publications – Annual report	295	1,146
Accommodation	Office rent/costs	8,327	8,901
Office costs	Insurance	2,560	2,156
	Stationery	3,510	4,139
	Postage	8,788	10,218
	Copying	5,147	3,408
	General printing	2,417	6,148
	Computing & IT	5,797	1,942
	Telephone	4,735	3,380
Fundraising and publicity	Fundraising	375	-
	Promotional material	740	574
Other	Hospitality	653	353
	Magazine & institution subs	651	-
	General expenses	-	236
	Bank Charges	3,063	2,388
	Legal fees	-	2,409
	Accountancy	1,075	2,805
	Audit	2,515	2,446
	Payroll cost	600	-
	Advice	-	1,000
	Depreciation of fixed assets	2,424	496
	Amortisation of capital grant	(375)	(496)
	Refunds	-	305
		264,787	256,687
	Surplus for the year	60,726	6,455

**REPORT OF THE
HONORARY
SECRETARY**

IFA Council 2003–04 is made up of 22 members. Council members are also company directors of the IFA and have responsibilities to ensure that its business is conducted in a proper manner. The council oversees the strategic direction of the organisation and takes decisions on key issues. Financial and budgetary issues, progress against the strategic plan and matters of business requiring Council input are discussed at all Council meetings. Business matters are delegated to the Executive Committee (Hon Chair, Hon Vice Chairs, Hon Treasurer and Hon Secretary), although day to day operation is devolved to staff. Council members can serve for a maximum of six years, although they will need to stand for re-election after the third year.

Our committees deal with areas ranging from validation, registered organisations and disciplinary matters, through to groups, public affairs, organisation of the conference and training. The committee structure varies, although all members of the Council sit on at least one committee.

Six Council members retire at the 2004 AGM, including our chair, Deborah Porter who has served as a member of the executive for six years, previously as treasurer. Other long standing members of Council retiring after serving the maximum six years include Evelyn Baker, Jonathan Parkhouse and Bob Zeepvat. The time taken up serving on Council or within the various committees and groups can be considerable and thanks are due to the hard work that everyone puts in.

In addition to routine matters, Council has covered a range of issues including recruitment of new members, the development of strategic partnerships with the IBHC and AAI&S and drafting of model contracts for archaeological work with the Institution of Civil Engineers. Through Council and the wider membership, the IFA is represented on a number of committees and other groups and can call on a wide range of expertise. As a result we are able to contribute to many current consultations, debates and discussions relevant to the profession; for example the current reviews of legislation and planning guidance governing the historic environment and the Valletta Convention. We have also had discussions with Prospect and SCAUM concerning the introduction of industry-wide collective bargaining and input into the many profession-wide issues covered by the All Party Parliamentary Archaeology Group, the Historic Environment Forum and Heritage Link.

Hester Cooper-Reade
Hon Secretary

**REPORT OF THE
HONORARY VICE
CHAIR, OUTREACH**

During 2003–4 we took forward the following key strategies

- S1.2: We will raise our profile and increase awareness of the importance of archaeology and archaeologists
- S1.3: We will maintain a rolling campaign to recruit members and register organisations in the UK and overseas
- S2.1 We will define, develop and deliver a range of services and products
- S2.4: We will offer a range of professional and personal benefits

Our principal publication this year has continued to be *The Archaeologist*, which reflects our members' wide interests and responsibilities. Themes covered this year were *The Bangor Conference*, *Celebrating 21 Years of IFA*, *Archaeology and the Community*, and *Early Medieval and Anglo-Saxon Archaeology*. I would like to take this opportunity to remind all members that our editor is always looking out for good stories, so do let her know if you have material that deserves an interested audience.

Financial constraints again meant we had to defer publication of our proposed journal, *Archaeological Practice*, despite agreement for an attractive deal with the international academic publishers, Sage. However, we are assured that as soon as finances improve there will be strong Council support for carrying this project forward. Two technical papers were published online: *Disaster Management Planning for Archaeological Archives* (IFA Paper No. 8) by Kenneth Aitchison, was produced on behalf of the Archaeological Archives Forum, and *Guidelines to the Standards for Recording Human Remains* (IFA Paper No. 9), edited by Megan Brickley and Jacqueline I

McKinley, on behalf of the British Association for Biological Anthropology and Osteoarchaeology. On behalf of English Heritage and the Housing Corporation we also published a colourful free booklet *Homes with History*, as guidance on the use of archaeology and historic buildings in social housing schemes. This is also available online.

Mark Bell worked on substantial improvements to our Website until April, when, after a short hiatus, we moved responsibility for this vital function to the CBA. The intention is that IFA staff will in future have considerable responsibility for content management so that we can try to keep up with our fast-changing world. Our website now holds publications, reports and other items of wide interest and is an important advertising tool for both IFA and our Registered Archaeological Organisations. The whole site is obviously very well used, and we especially pleased that the most visited part is the RAO section, showing that many people wanting to commission archaeologists use this information.

Another success is the new-look Jobs Information Service, which many of you now receive online, a benefit to employers and those looking for a career change alike. This is something we will continue to develop next year, making it the first port of call for everyone in the archaeological job market.

Membership services that are offered include free legal advice, competitive specialist insurance and health insurance, an arbitration scheme and discounts on books, in addition to services supplied directly by the Institute.

Our Annual Conference, held this year in Liverpool and hosted by the University of Liverpool, was another popular success. Over 300 delegates attended three days of parallel sessions, a selection of fascinating tours, and all the usual social occasions: wine reception, disco and party, Conference Dinner, brewery tour and a reception by the Lord Mayor. Domestic arrangements were problematic on this widespread campus (although greatly aided by the University's contribution of free coaches), but the high quality of the session contents was much appreciated.

Recruiting new members is crucial to the long-term success of IFA, and we are very pleased that this year we narrowly passing our target of 2000 members in August 2004. A power-point presentation can be borrowed to use for recruitment visits, whether to students or to groups of staff.

Jonathan Parkhouse
Hon Vice Chair, Outreach

**REPORT OF THE
VICE CHAIR,
PERSONNEL AND
MEMBERSHIP**

The personnel structure at the Institute has continued to develop in line with the following key strategies

- S4.1: we will be a good employer
- S4.2: we will increase staff numbers
- S4.3: we will develop a training programme for staff

This year has yet again seen the IFA staff cope with an ever increasing workload as the Institute continues to grow and expand its activities.

Also falling to my remit is the work of the Validation Committee chaired this year by Jonathan Parkhouse and Clare King.

The current (June) membership is as follows (2003 figures in brackets)

Honorary members	10	(10)
Member	834	(780)
Associates	471	(446)
Practitioner	334	(315)
Student	210	(60)
Affiliate	128	(222)
Total	1987	(1833)

Alex Llewellyn is taking maternity leave during part of this Council year, and Gina Jacklin has been recruited to provide some of the cover during this period. Other office-based staff Gillian

Phillips and Paula Smith have also taken on additional duties. The other staff, Kenneth Aitchison, Lynne Bevan, Peter Hinton, and Alison Taylor, have continued in post, and along with the rest of the team, have worked hard towards ensuring the success of the Institute and the implementation of the strategic plan. Their continued dedication to the work of the Institute is greatly appreciated.

Kayt Brown

Hon Vice Chair, Personnel and membership

**REPORT OF THE
VICE CHAIR,
STANDARDS**

Grateful thanks to the Chairs of the Standards Committees, Mike Dawson (CWPA), David Jennings (RAOC), Mike Bishop (PTC) and Kayt Brown (Equal Opportunities) for all their labours this year, and of course to Kenneth Aitchison, Head of Training & Standards for his immensely hard work, with external consultants, on a number of key projects. The Standards Committees are far from being merely talking shops, and we owe thanks to the many committee members who have given up valuable time to make such headway in a number of crucial areas for. The IFA is a very different animal from the one I met as newly elected VC Standards some six years ago, and the breadth of work has grown exponentially. The highlights are listed below.

We all know how vital training is to all sectors of the profession, and the practical training sessions in France with French and Dutch partners on *Training the Trainers* has been highly successful, with the imminent arrival of a coach mentoring manual by Pip Stephenson, that should prove to be of great practical value; this was reported on at the EAA Conference at St Petersburg; an update will be given to the Lyon conference in September. The IFA has been handling all UK staff on behalf of English Heritage. An e-conference on the dissemination of the *Roles & Skills* project went well, and the report by Gill Chitty (*Training and Qualification in Archaeology: Options for the Next Phase 2003-2006*) is expected to help guide the objectives of the Archaeology Training Forum for some years to come. Work on implementing the National Occupational Standards (NOS) has steamed ahead with the help of Oxford Archaeology, Foundations Archaeology and the EH Centre for Archaeology. In the first instance these should help improve business performance by undertaking organisational skills audit, redefining job descriptions around skills, and defining learning outcomes for apprenticeships and internships. NOS are not just for excavators, and IFA is working with the academic world to investigate their application to HE courses. IFA has been contributing to developing CPD and related matters for the Institute of Archaeologists of Ireland.

IFA has been facilitating two projects on behalf of the Archaeological Archives Forum. Duncan Brown produced a report on standards within archives, while Kenneth Aitchison wrote *Disaster Management Planning for Archaeological Archives* (IFA paper 8). Rachel Edwards of Arboretum Archaeological Consultancy worked with Kenneth Aitchison on *Identifying skills needed in maritime archaeology*. Much time has been spent on the RAO scheme. There are now 50 registered organisations covering a large part of the excavation sector, but with growing numbers of academics and planning archaeologists. Rachel Edwards has produced a new, organisation-friendly application form and guidance handbook, and we are looking at ways to reduce red tape without undermining qualities and outcomes. The website will include model health and safety risk assessments worked on by Peter Barker, and RAOs are encouraged to send in their model policies for the benefit of others. RAOs are being actively promoted by the IFA, and it is clear that the work of the committee is having an effect upon standards. Making a substantial difference there is far preferable to the public hangings that some members would prefer, but it is difficult to get this particular message over in a confidential system.

One long-term project reaching fruition is the archaeological Model Contract, developed with ICE. Many thanks to Taryn Nixon, Mike Heaton and Mike Dawson for this major effort to bridge the gap of understanding and language between industry and archaeologists. The crucial role of planning archaeologists in so many aspects of archaeological work goes without saying, but the IFA, IHBC and ALGAO are about to produce *Standards and Guidance for the Conservation and Management of the Historic Environment*, which should help this beleaguered sector, and some means of harnessing their knowledge and expertise in RAO and Validation matters are being addressed.

Evelyn Baker

Hon Vice Chair, Standards

AREA & SPECIAL INTEREST GROUPS

**REPORT OF THE
SCOTTISH GROUP**

John A Lawson (Hon Chair), Mairi Black (Hon Secretary), Andrew Dunwell (Hon Treasurer), Tim Neighbour, Coralie Mills, David Strachan, Jenni Morrison and Jack Stevenson (ex-officio).

The committee has met on a regular basis through out the year, following the groups 2003 AGM held on 15 August. The main AGM business was proposed adoption of the new 'Area and Special Interest Groups' constitution, which was approved by the membership. The AGM also saw the election of David Strachan (Perth Heritage Trust) and Jenni Morrison (Headland Archaeology) on to the committee as ordinary members. The AGM coincided with a seminar chaired by John Lawson and Patrick Ashmore entitled *Body of Evidence: current practices and research*, with papers covering aspects of forensic archaeology; sampling strategies: onsite recording and conservation and the reburial of human remains. The day was again well attended by over forty people.

Much work of the committee has been taken up with responding to public consultations from the Scottish Executive and other bodies and working with the Built Environment Forum Scotland (BEFS). This has included responding to the *Review of Treasure Trove*; composition of *Historic Environment Advisory Council for Scotland (HEACS)*, and *Revised criteria and guidance for defining scheduled monuments*.

The 2004 AGM on 13 August coincided with a seminar on 'NPPG 5 Ten years on', exploring the successes and failures of this policy.

John Lawson

Hon Chair, Scottish Group

**REPORT OF THE WEST
MIDLANDS REGIONAL
GROUP**

Edward Wilson (Hon Chair), Robin Jackson (Hon Treasurer) Mike Shaw, Anna Wilson, Mike Hodder, Toby Catchpole, Chris Patrick, Chris Jones, Richard Newman, Gary Coates, Ian George.

The West Midlands Regional Group has focused its resources this year on contributing to the West Midlands Regional Research Framework Process. The Regional Research Framework meetings provided a comprehensive series of period based seminars. The committee felt that our efforts would be best served contributing to that process. With the Regional Research Framework Process in mind the group, in partnership with the Society of Museum Archaeologists organised a training day, *Recognising and Understanding the Palaeolithic*, at The Lapworth Museum of Geology, University of Birmingham. Designed for museum staff and archaeologists the day proved a real success.

The group was also able to provide a written response to the current Heritage Protection Review process.

The annual five-a-side football tournament took place in July 2003. A number of the more highly seeded teams were knocked out early on in the day; penalty shoot-outs and contentious refereeing left the path open for the Greece of the footballing world Birmingham Archaeology, to take the honours.

Annette Hancocks stepped down as Secretary for the group in 2003. The committee would like to express their thanks and appreciation for all the work which Annette has done for the group.

Ed Wilson

IFA West Midlands Regional Group Chair

**REPORT OF THE
WALES/CYMRU
GROUP**

Jenny Hall (Hon Chair), Fiona Gale (Hon Secretary), Kate Howell (Hon Treasurer), Stephen Briggs (Newsletter editor), Richard Hankinson, Neil Johnstone, John Latham, Jonathan Berry and Ian Brooks.

The Wales/Cymru committee met twice during the year. The AGM was held at the IFA conference in Bangor in April 2003.

Also at the IFA conference, the BAR volume, resulting from the IFA Wales weekend conference in September 2001 on *A Research Agenda for Wales*, was launched. This volume records the start of a consultation process to develop a research agenda for Wales. Further details about the research agenda process are available on the website for the Clwyd Powys Archaeological Trust, www.cpat.org.uk.

Dayschools were held in June 2003, on *Archaeology, Sustainability and Regeneration*, and in November 2003 on archives, who holds them and how to access them.

The chair, Kate Geary, left Wales to take up a post with Devon County Council part way through the year and we lost a very competent and enthusiastic chair. Fiona Gale took on many of the tasks of the chair in Kate's absence.

Jenny Hall

Hon Chair, Wales/Cymru Group

**REPORT OF THE
FINDS GROUP**

Duncan Brown (Hon Chair), Annette Hancocks (Hon Treasurer), Nicola Powell (Hon Secretary), Phil Mills (from November 2003), Nicola Hembrey, Rachel Every, Jen Lowe (until November 2003), Talla Hopper and Roy Stephenson, with the UKIC Archaeology Section representative Claire Heywood.

The committee met four times during 2003 and 2004, plus an AGM. A wide variety of topics have featured on the agenda, including the State of Historic Environment Report, reform of Heritage Legislation, training needs and the continuing development of our business plan.

The Finds Group aim to bring out at least two newsletters a year. The newsletter includes an editorial reporting the activities of the Finds Group, reviews of seminars and conferences, contact details and a 'dates for the diary' section. This alerts members to conferences and day schools with a finds theme run by other organisations.

The 2003 AGM and meeting held at the Museum of London was organised jointly with the IFA Maritime Affairs Group and looked at the conservation of objects and sites in a marine environment. This year's AGM and seminar were again held at the Museum of London, at Mortimer Wheeler House (LAARC). The theme was 'Metals and Metalwork' and was a very popular event. Speakers included Sally Worrell (Finds Adviser, Portable Antiquities Scheme), Ralph Jackson (British Museum) on medical and toilet implements of the Roman period, Geoff Egan and Liz Barham (Museum of London Specialist Services) and Vanessa Fell (English Heritage) on metals and x-radiography.

The 'Metals and Metalwork' meeting will be supplemented with hands-on training in the autumn. This pattern of seminar with practical session will be followed next year, with the theme of Buildings Archaeology. IFA Finds Group meetings are open to non-members, but priority will be given to members for training sessions, where numbers may have to be limited.

Membership of the group stands at 274, with 259 of these IFA members. The 15 non-IFA members pay a small fee to cover mailing costs. The IFA Finds Group committee welcomes ideas for future meetings and training days and will be looking for new committee members to be voted in at future AGMs. Please contact Nicola Powell, RAMM, Queen Street, Exeter, EX4 3RX nicola.powell@exeter.gov.uk

Nicola Powell

Hon Secretary, IFA Finds Group

**REPORT OF THE
MARITIME AFFAIRS
GROUP**

David Parham (Hon Chair), Mark Dunkley (Hon Secretary), Andrea Parsons (Hon Treasurer), Doug McElvogue, Julie Satchell, Paola Palma and Annabel Lawrence

The MAG AGM was held at the Museum of London during a joint seminar with the IFA Finds Group, *Conserving Objects and Sites*. In addition the group organised a well-received session on Maritime Archaeology at the IFA conference in Liverpool with a further half day of trips to the Battle of the Atlantic command centre and Merseyside Maritime Museum.

The Group continues to be represented on the Joint Nautical Archaeology Policy Committee, the ALGAO Maritime Sub-Committee, has recently been asked to provide an archaeological representative for the Health and Safety Executive's Diving Industry Committee and provided a representative for the English Heritage commissioned study to identify skill needs in marine archaeology. The group continues to provide specific advice to the IFA responses to a number of issues. These include English Heritage's review of the National Monuments Record, DCMS's review of its policy for Historic Ships, and we are currently working on DCMS *Protecting our Marine Historic Environment: making the system work better*.

The committee continue to publish the MAG Bulletin and with the ALGAO Maritime Committee has organised a two-day seminar series for curators on maritime archaeology. The Group also continues to work towards technical papers on diving practices and boat recording.

David Parham

Hon Chair, Maritime Affairs Group

**REPORT OF THE
BUILDINGS
ARCHAEOLOGY
GROUP**

Chair - vacant; Jonathan Smith (Hon Secretary), Catherine Cavanagh (Education Officer), Phil Thomas (newsletter editor), Geraint Franklin (newsletter designer), Oliver Jessop (website editor), Robina McNeil, Shannon Fraser, Frank Green, Mike Nevell, John Samuels.

The IFA Buildings Special Interest Group has recently reformed as the Buildings Archaeology Group (BAG). We launched with a 4 page spread in *TA 50* Autumn 2003. The group has a critical role to play in the development of the IFA, especially as broader, political, historic environment issues increasingly require understanding of the built heritage.

BAG's principal role is to promote buildings archaeology within the profession. We aim to raise awareness of approaches and methodology by

- at least two newsletters per year
- articles in *The Archaeologist*
- training events
- developing links with other groups (eg IHBC, ALGAO)
- free membership of the group.

The first BAG newsletter was distributed to members and all IFA conference attendees. Thanks to all who contributed! The editor, Phil Thomas (archaeological.surveyor@cathedral.co.uk) would be pleased to receive articles, roundups of recent work, books reviews, etc and is happy to promote relevant courses. We will also to contribute to the new IFA website.

On behalf of the group, I would like to take this opportunity to thank Robina for re-starting the group and enthusing the new committee.

Current membership is about 400. Contact jonathan.smith@hertscc.gov.uk to join BAG and receive free copies of the newsletter.

Catherine Cavanagh

Education Officer, Buildings Archaeology Group

2003/2004 COMMITTEES

CONFERENCE COMMITTEE

Stephen Briggs
Hester Cooper-Read
Sarah-Jane Farr
Phil Freeman
Alex Llewellyn
Deborah Porter
Alison Taylor

EDITORIAL BOARD

David Gaimster (chair)
Evelyn Baker (VC Standards)
Mark Bell
Stephen Briggs
Andrea Bradley
Mike Dawson (Chair CWPA)
Gillian Phillips (secretary)
Alison Taylor (Head
of outreach)
David Thackray
Tracy Wellman

DISCIPLINARY COMMITTEE

Peter Barker
David Breeze
Mike Dawson
Rachel Edwards
Mike Farley
Richard Heawood
Philip Mills
Dai Morgan Evans
Cath Mould
Tony Pollard
Jez Taylor
Robin Turner

DISCIPLINARY APPEALS COMMITTEE

John Lawson
Tim Malim
Gordon Malcolm
John Manley
Laura Schaaf
Hedley Swain

PROFESSIONAL TRAINING COMMITTEE

Mike Bishop (chair)
Kenneth Aitchison (Head
of training and standards)
Evelyn Baker
Beverley Ballin Smith
John Collis
Tom Evans
Philip Grover
Don Henson
Bob Hook
Alex Llewellyn (secretary)
Gary Lock
Anne Mackintosh
Ken Smith
Peter Stone
John Walker
Roger White

REGISTERED ARCHAEOLOGICAL ORGANISATIONS COMMITTEE

David Jennings (chair)
Kenneth Aitchison (Head
of training and standards)
Evelyn Baker
Peter Barker
Stewart Bryant
Stephen Carter
Chris Clarke
Hester Cooper-Read
Bob Croft
Sue Davies
Rachel Edwards
Gwilym Hughes
John Hunter
Clare King
Mark Leah
Forbes Marsden
Diana Murray
Richard Newman
Jonathan Parkhouse
Gillian Phillips (ex-
officio/secretary)
Laura Schaaf
Paul Sperry
Dave Start
Alison Taylor
John Williams
John Woodhead
Bob Zeepvat

VALIDATION COMMITTEE

Clare King (chair)
Evelyn Baker
Stephen Briggs
Kayt Brown
Hester Cooper-Read
Rachel Edwards
Annette Hancocks
Stephen Laurie-Lynch
Rebecca Jones
Roy King
Phil Mills
Dave Parham
Jonathan Parkhouse
Deborah Porter
Paula Smith (ex-
officio/secretary)
Roy Stephenson
Jez Taylor
David Thackray
Mark Turner
Bob Zeepvat

PUBLIC AFFAIRS COMMITTEE

Mike Dawson (chair)
Kenneth Aitchison (Head
of training and standards)
Evelyn Baker
Peter Barker
Paul Chadwick
Tim Darvill
Paul Everill
Mike Heaton
Alex Llewellyn (secretary)
Taryn Nixon
Jez Taylor
Mark Turner
Ken Smith
John Woodhead

MEMBERSHIP APPEALS COMMITTEE

Victoria Bryant (chair)
Chris Clarke
Mike Dawson
James Dinn
David Gaimster
Matthew Reynolds

THE ARCHAEOLOGICAL ARCHIVES FORUM

Hedley Swain

Safely stored: Roman pots at the LAARC. Photograph © Museum of London

Every good contracting archaeologist knows that the only reason excavation project archives are not properly deposited with regional museums and then made accessible is because the museums are full up and do not understand the requirements of planned archaeology. Similarly every good museum curator knows that the only reason excavation project archives are not properly deposited with regional museums and made accessible is because contractors do not take archives seriously and never put aside enough funds to complete the process.

A sad state of affairs

Well this is not really good enough is it? There is certainly a problem with storage capacity in many museums. There is also a lack of specialist museum archaeologists and archaeological conservators in many museums. It is also the case that many archives sit, partly complete, with contracting organisations that have not found the resources or felt the need to complete the process of transfer. A sad state of affairs when the whole foundation of 'preservation by record' relies on that very record – the complete archive being made secure for the future and accessible to all as soon as possible.

Importance and recognition

The Archaeological Archives Forum was set up in 2002 as a cross-organisational group to ensure the whole profession addresses the need to give archives the importance they deserve.

Archaeological archives as defined by the Forum are: the physical evidence and associated records, data and reports that result from a piece of archaeological fieldwork.

Forum aims are

- To link in partnership all major parties with an interest in archaeological archives in order that common policy and practice can be developed and applied
- To identify what is needed to achieve best practices for dealing with archaeological archives and to put these actions into effect.





'Archaeological archives are a bit like WMD. Everyone goes on about how important they are but when you try and find them they are not quite as accessible as one had hoped.'

Projects achieved and underway

A number of projects have been instigated, and some of them have already been completed. With the Society of Museum Archaeologists the Forum has developed an interactive map of museum collecting areas, identifying the museum for any part of England that will accept archives. The map is available from the ADS website. A project has also been completed to estimate the cost of curating archives, available from the MLA website. Guidance for archive disaster management, undertaken by IFA, has been completed and will be published shortly.

Our main work is a series of guidance notes on archive preparation, due to be completed early in 2005. The Forum is also investigating criteria for selection and retention of different categories of material from excavations. Finally the Forum is developing the debate over the pros and cons of regional resource or research centres for archives. A one-day meeting is planned for 27 October at the Museum of London and anyone interested in attending this should contact the author.

Our members

Almost the entire UK archaeological and museum community are represented on the Forum, reflects a situation where we have finally realised that progress will only be made if we work together. Progress *is* being made and more will follow so that archives can achieve the importance they deserve but are seldom given.

Archaeological Archive Forum membership

Archaeology Data Service
Association of Local Government Archaeological Officers
CADW
Council for British Archaeology
Department of Environment and Heritage Northern Ireland
English Heritage
Historic Scotland
Institute of Field Archaeologists
Institute of Field Archaeologists Finds Group
Museums Association
Royal Commission on the Ancient and Historic Monuments of Scotland
Royal Commission on the Ancient and Historic Monuments of Wales
Museums, Libraries and Archives Council
Scottish Museum Archaeologists
Council of Museums in Wales
Standing Conference of Archaeological Unit Managers
Society of Antiquaries of London
Society of Museum Archaeologists.

Contacts

AAF website
www.britarch.ac.uk/archives/index.html
AAF secretary Kathy Perrin kathy.perrin@english-heritage.org.uk
AAF Chair Hedley Swain
hswain@museumoflondon.org.uk

Hedley Swain
Chair Archaeological Archives Forum

MODEL BOATS in the Context of Maritime Archaeology

Alistair Roach

Static funereal, votive and shipbuilder's model boats have been well documented in the past but little research has been undertaken into wooden models that could have actually floated or sailed and the reasons they were made.

Toys as research resource

If one concentrates on just those models that have been discovered during archaeological excavations in north-west Europe, there have been at least 165 found that date from the ninth to the nineteenth centuries, obviously only a fraction of the total. The details of those found tend to be relegated to a minor section of some excavation report, and with little analytical rigour regarding their possible importance. A study of these 'toys' is not just a study of objects among the minor arts but it reflects a far more important aspect, ie a source for interpreting remains of full-sized vessels, the hypothetical reconstruction of hull forms and exploration of new ways of defining unknown vessel types.

Current knowledge of medieval vessels is sparse and, apart from remains of a few ships, most information relies on two-dimensional representations in paintings, stained glass windows, manuscripts or town seals. Such images more likely show important ships than working boats or everyday transport. It is far more likely that a child's toy may depict his/her father's fishing boat or barge as opposed to some royal ship, so model

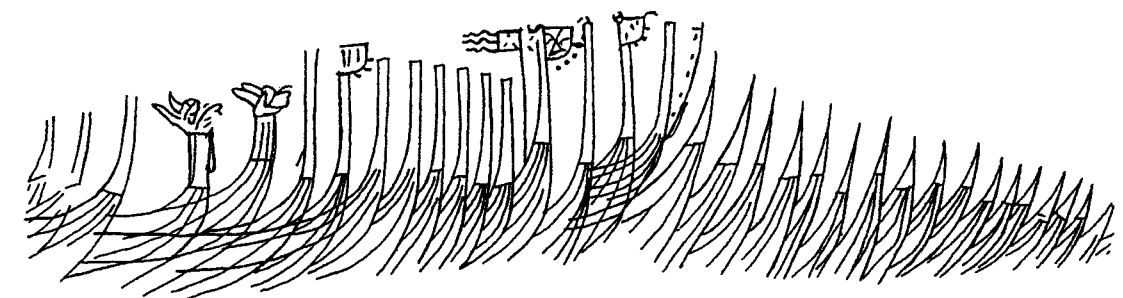
boats may represent the only three-dimensional evidence that can relate to full-size boat design and development in certain periods of history. There is also much to be learnt about the regional and national variants, particularly with regard to small boats.

Crude models from Gdansk

The Gdańsk finds from Poland (106 models) are particularly important, for there is a huge range of vessels depicted, from small boats to fishing vessels as well as possible cargo and warships. It appears that the six distinct groups into which finds have been categorised have yet to be fully researched, particularly when comparing them to the full-sized vessels of the Baltic region. Although these crude models could not be accepted as unequivocal real evidence of ship or boat design they do at least suggest that in the tenth to thirteenth centuries there was a range of vessels in addition to known classic examples. The shapes of some models do have full-sized counterparts, but they also reflect other forms. This suggests that known wrecks reflect only part of the types built at that time.



Seventeenth-century model boat found during excavations at Poole, Dorset. Photograph by Alistair Roach, courtesy of Poole Museum Service



Graffiti carved on a thirteenth-century rune stave found at Bryggen, Norway, showing the stems of a great Viking fleet. (Bryggen Museum, Bergen, Norway)

Fragments or parts of model boats can pose some interesting questions. The 'dismountable' model stem tops and the model boat bow originally equipped with a loose stem top found in the Bryggen excavations in Norway have no full sized counterpart. The saga of King Hákon Hákonsson mentions this type of stem and the Bryggen 'carved fleet' graffiti appears to corroborate it but the miniatures found are the only three-dimensional contemporary evidence available to archaeologists and historians for further research.

Lugsails and spritsails

Medieval model boat fragments from a bog in Båsmyr, Vestfold in Norway illustrate another interesting conundrum. The fragments show that the mast was stepped well forward from the central position where a square sail would most likely have been rigged. If a classic square sail configuration were used from this mast position there would have been serious steering problems, except perhaps when running or on a broad reach. It is more likely that this model was rigged with a fore-and-aft sail, ie a lugsail or a spritsail. As the lugsail was probably not used in north-west Europe until the sixteenth century but the spritsail was used from the fourteenth or perhaps earlier, the model may show that medieval vessels with this hull form were sometimes rigged with a spritsail, particularly if they were perhaps engaged in riverine or estuary



Twelfth-century wooden boat model (360mm) from Dublin (courtesy of the National Museum of Ireland)



Viking children playing with a toy boat. Artist's impression by Jane Brayne based on a twelfth-century find from Dublin

Model boat reconstruction based on medieval fragments excavated from a bog in Vestfold, Norway (author)



work where manoeuvrability in confined spaces was all important.

With such examples in mind there must still be a great deal of information, embracing the whole subject of model and toy boats, as yet to be discovered, recorded and correctly interpreted. This information will add to the continued research of boat and ship design in antiquity.

Alistair Roach
Shepton Mallet
Tel 01749 831552
AlistairRoach@aol.com



Glittering treasure

Nicola Powell

A posy ring from Fleet



Roman Treasure 18 May 2004

This was the first of two conferences on the theme of treasure hosted by the National Museum and Gallery in Cardiff, where the exhibition 'Buried Treasure - finding our past' was on display before continuing its tour of the country.

The Roman Finds Group Spring Meeting looked at what treasure meant in the past and what it means to us now. Richard Reece introduced us to nouveau riche Petronius and his wife Fortunata. House proud and obsessed with keeping up appearances, she habitually wore over six pounds of gold jewellery. Peter Guest, who worked on the Hoxne coins, looked at hoarding in Roman Britain and Edward Besly compared the discovery of coin hoards from Bridgend and Rogiet, the first dealt with under the old Law of Treasure Trove and the Rogiet hoard afforded protection under the new Treasure Act of 1996.

Gasps accompanied Ralph Jackson's paper as he introduced us to the treasure that gave us Senua. X-rays of unconserved objects showed detail and decoration invisible to the observer. There is much debate surrounding the name of this 'new' goddess, but the finds themselves, the silver figurine of the goddess and the delicate foil artefacts first discarded as rubbish by the finders, are awesome.

Janet Webster and Evan Chapman discussed brooches, with Evan looking at some of the weird and wonderful examples reported to the Portable Antiquities Scheme. This emphasised the importance of seminars such as the RFGSM, where research can be presented, ideas exchanged and maybe the odd conundrum solved.



Delegates then viewed this amazing collection of archaeological artefacts. Importantly, the exhibits are not all made of gold and silver. Finds of flint, prehistoric base metals and, of course, the famous Hoxne hammer take pride of place.



The Beverley hoard of Iron Age coins

All that Glitters 18 and 19 June 2004

This conference on *Treasure and Portable Antiquities* looked at recent changes in the law regarding portable antiquities and, with Finds Liaison Officers now in place throughout England and Wales, at PAS and wider public participation in archaeology.

Richard Allan MP discussed the background to the *Dealing in Cultural Objects Act 2003* and the work of the All-Party Parliamentary Archaeology Group.

Roger Bland reported a five-fold increase in the reporting of potential treasure finds since the introduction of Finds Liaison Officers. Importantly, new grants are now available, such as the Headley Trust, so local museums can raise money to buy important local finds and keep them close to home. Alan Saville discussed the Scottish Treasure Trove Review and how Scotland is looking at the PAS model to see if it could work there.

Angie Bolton, FLO for Warwickshire and Worcestershire, gave an insight into the role of the FLO, often the first archaeologist the public may

A Roman brooch from near Calne, Wiltshire



A Roman strap-end from Wall, Staffordshire

meet. With many finds coming in from metal detectorists, the role of FLO as mediator between parties is crucial in building up trust and mutual understanding.

Bob Middleton and Mike

Yates looked at agriculture and archaeology and agri-environment schemes such as the Countryside Stewardship Scheme. Bob Croft talked about the issues surrounding the PAS and Heritage Environment Records and the transfer of data. Again, the problem of unlimited access to battlefield sites was raised.

Hayley Bullock discussed conservation and analysis surrounding objects in the Buried Treasure exhibition. She emphasised the importance of prompt reporting and collaboration between finder, archaeologist and conservator, and the need to research the findspot. Dan Pett and Sally Worrell talked about the PAS database. This now has 68,000 entries, 95% including a picture. Sally looked at the research potential of the data and the way information gathered can be used and disseminated. The PAS website (www.finds.org.uk) has a page discussing potential research topics, a move that hopefully will help address the skills shortage in artefact studies.

Lord Redesdale of APPAG concluded the day by discussing the way forward with portable antiquities. It became a rallying call as he pointed out that as a profession, archaeologists fail to lobby. Incidentally, as a response, I wrote to all the MPs in my county asking those who didn't to support the work of the APPAG and have received positive and often enthusiastic feedback.



An Anglo-Saxon brooch which the landowner had hidden away in a cupboard

The following day looked at Treasure and the PAS in Wales with Eurwyn Wiliam, Mark Lodwick and Edward Besly. Richard Hobbs and Richard Brewer talked about the making of the Buried Treasure exhibition and the huge contribution PAS has made to understanding the Late Bronze Age, notably from finds in the Vale of Glamorgan and Monmouthshire. Alan Saville gave his personal response to the exhibition, discussing content and design and Julian Richards looked at the media's eye on archaeology and treasure, a subject guaranteed to prompt debate.

Jerry Davis of the National Council for Metal Detecting talked about the origins of the hobby, why people detect and good practice. The final sessions, with Tim Schadla-Hall and Mike Farley, discussed public participation and archaeology; although now we have been introduced to the media's concept of 'Extreme Archaeology' I wonder how far that participation will go.

Nicola Powell
Devon Finds Liaison Officer
Royal Albert Memorial Museum, Exeter
www.finds.org.uk



A wax spatular handle from Goldsborough, North Yorkshire

NEW BOOKS REVIEWED – GETTING TECHNICAL

Alison Taylor

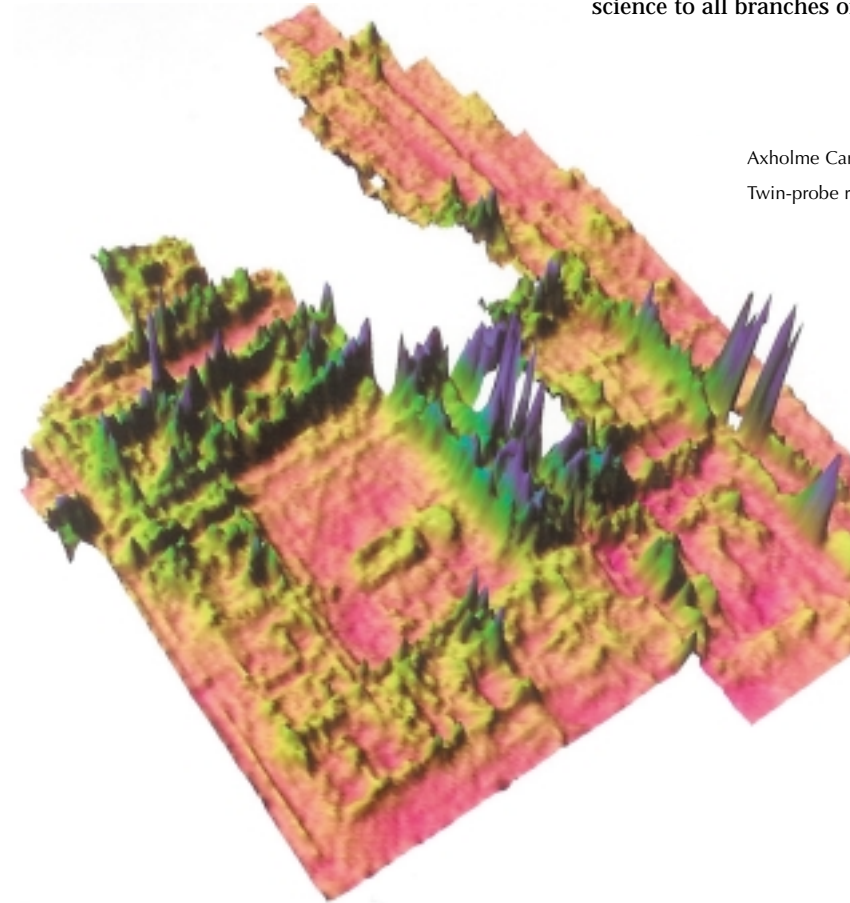
Revealing the buried past: Geophysics for archaeologists

Chris Gaffney and John Gater 2003

Tempus publishing pb 192pp £17.99

'Gaffney & Gater' have been the backbone of geophysics in archaeology for at least twenty years and have even achieved a strange sort of cult status for annoying Tony Robinson on *Time Team*, so they are well qualified for the aim of this book, which is to lessen the divide between archaeologists who undertake geophysics and those who benefit from the results. They start off with explaining the science behind the techniques as palatably as one can do this sort of thing, together with some entertaining history following Pit-Rivers' reliance on thumping soil with a pick axe to indicate what

lay beneath. They set out basic principles behind varied techniques (for the benefit of students and clients more than would-be practitioners), with handy descriptions and diagrams and advice on what machine is best for what. They also emphasise the generic archaeological skills of identifying achievable objectives and a research design, even discussions with archaeologists, before fieldwork begins. They are kind too in requiring simple graphical interpretation and a clear report with results and conclusions (other scientists *please* take note). Their case histories demonstrate what fun this game can be, even though in these chapters technology really kicks in, with in-depth discussions on problems of interpreting anomalies, arranged in period and site-type order. There is sound advice on best approaches to varied monument types, from henges to leper hospitals. So they can't promise us a Universal Ditch Detector, but they can demonstrate the constant value of this science to all branches of our profession.



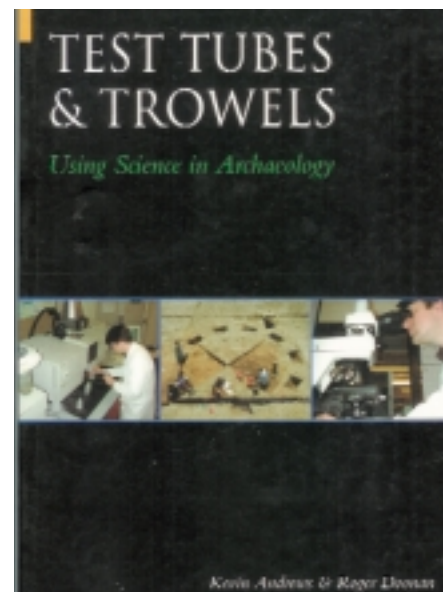
Axholme Carthusian monastery. Twin-probe resistance data

Test Tubes and Trowels: using science in archaeology

Kevin Andrews and Roger Doonan 2003

Tempus publishing pb 160pp £17.99

This book is harder to pigeon hole or to find a specific use for, but I expect there are many archaeology undergraduates on both sides of the scientist/archaeologist divide who would disagree. The problem probably is setting too wide a remit for a short book on such a topic. The authors, both teaching in the Department of Conservation Sciences at Bournemouth, laudably want to bridge gaps. They are critical of their scientific colleagues, scaring us with case histories in which brilliant technical results have been rashly taken at face value. Apparently 'bland results can be manipulated to emphasise trivial features'. Surely not by archaeologists! Hard (as in, incomprehensible for some of us) explanations of specific techniques are intermingled with interesting discursions on why so many things go wrong, with case histories for example on studies of Alpine metallurgical processes that foundered because what was sought was a single process over a large span of space and time. It is a useful lesson that wider archaeological understanding is needed even to interpret technology, let alone aspire to



themes of identity and articulation of power as some scientists are now doing. As they point out, these wider considerations are even relevant to provenance studies, currently unfashionable and susceptible to the horrible accusation of 'connoisseurship'. Then, disappointments such as the failure of lead isotope analysis in the Bronze Age Aegean to pinpoint provenances, can in fact be seen as a positive improvement in our understanding of how metals actually circulated.

Bronze and the Bronze Age: metalwork and society in Britain c.2500–800 BC

Martyn Barber 2003

Tempus publishing pb 192pp £17.99



Early Bronze Age axeheads, all decorated beyond the area visible after hafting

Martyn Barber sets out to give an overview of recent work on metals (principally copper and bronze) of the British Bronze Age, not to review the whole period, a sensible boundary but one which can leave one feeling a bit lost and certainly aware that, without the bigger picture, artefacts make little sense. Much however is described and discussed: how our knowledge of mining has been revolutionised, the various processing techniques, some ethnographic parallels, and challenging discussions of how some artefact types were used and (most controversially) deposited. A nagging question has always been why so much bronze is found when it so easily recycled. The contrast between Bronze Age bronze and Iron Age iron is striking, especially as bronze is the more obviously recyclable metal. Barber would principally ascribe this to deposition factors – 'non-random, selective and purposeful, with no intention to recover. Furthermore, it appears to have been motivated by factors other than security and economics'. He includes an account of the history of interpretations of deposition since Evans (1881) divided hoards into founder's, merchant's

and personal ones. He throws cold water on all these concepts and comes down in favour of ritual deposition.

Copper mining is something that has been neglected, especially in comparison with examination of Neolithic flint quarries. There are now ten mining sites known in England and Wales (none in Scotland), with the great majority of the evidence coming from Wales. The problem of course is later workings, which surely explains the minute Cornish evidence for tin or copper mining: the source was so good that later workings simply destroyed the evidence. Exciting data however is coming from explorations such as Great Orme's Head on the North Welsh coast, said to be the largest prehistoric mine ever found, with over 6km

of underground passages, and Parys Mountain on Anglesey where it is now thought Early Bronze Age workings may survive all the later activity. Lead isotope analysis is used in this book too, this time confirming periodic changes in the character of copper in circulation and bringing in Ireland as an important source for the earliest metals.

Manufacturing processes are also discussed, with new data on moulds of clay, wood, bronze and lead, though still with little evidence for furnaces. Interpretive possibilities of a range of object types and cultural values likely to attached to them are attempted (after all, early bronze axes have few functional advantages over flint ones, nor do bronze razors, but, like most new technology, that doesn't mean they aren't desirable).

Towards a New Stone Age: aspects of the Neolithic in south-east England

Jonathan Cotton and David Field (ed) 2004

CBA Research Report 200pp £28

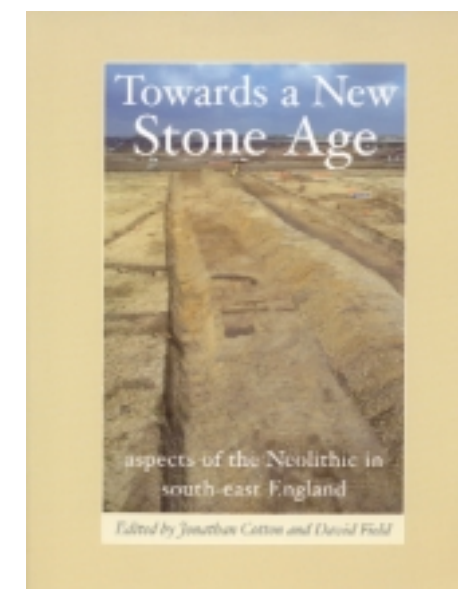
This is published at an optimum time in British archaeology: research and other work in British prehistory are at an all-time high, with academics, commercial contractors and the national agencies all making contributions. This volume is not a synthesis but, as the title suggests, provides 'aspects' of this recent work, with a healthy combination of contributions. The context is set by a brief potted history of research, then important themes and research questions are tackled: the Mesolithic-Neolithic transition, floodplain archaeology and an overview of the soil evidence, for example. This last paper provides a number of models based on the available evidence that attempt to explain the subsistence economy. There have been a lot of ritual interpretations of the British Neolithic in recent years, but people did have to eat as well! Theoretical aspects are included with interpretative papers on the Neolithic perception of both landscape and monumental architecture, and most interesting and fascinating, an ethnography of flint mining on the South Downs.

Importantly, papers often draw on commercially driven excavations, which both editors are well-placed to appreciate. Over twenty years after PPG 16 we are beginning to realise the vast potential of this work. The Neolithic evidence from Eton Rowing Lake, Dorney, is made available before

publication, as well as work around the Stanwell cursus at Perry Oaks, Heathrow. Shorter papers on significant artefact finds and updates on air photography are included, adding up to a fair overview of recent work on the Neolithic in this region.

This fine volume is well laid out and both the drawings and photographs are reproduced to a high standard. Its important contribution is that it strongly restates the point that we can no longer impose the Wessex model on the rest of Britain and clearly demonstrates regional distinctiveness. It is to be hoped that we will see more of these regional 'aspects'.

Tim Phillips



RAO

Registered Archaeological Organisations: *News*

IFA's RAO scheme, under David Jennings' chairmanship, has had a busy time with complaints, routine checking and inspecting work, re-evaluating its own procedures and promoting the value of the kitemark to the outside world. We have also made administrative changes to make life a bit easier for RAOs, re-structuring the annual registration form and making it easy to complete and update electronically, for example. It should no longer be a major chore every year and the RAO section on IFA's website (which gets more hits than any other part) can be automatically updated. From next September we will be looking again at inspection procedures, making sure for example that we have the best advice from curators and environmental specialists. We have also issued certification in the form of a letter stating the benefits of using a registered archaeological organisation that can be included in tender documents etc to any potential client.

This May the number of current RAOs rose to fifty, with the re-admission of *Thames Valley Archaeology Services* and registration of four new organisations.

Canterbury Archaeological Trust, headed by Paul Bennett, was established in 1976 and now has a staff of 45. This long-established locally-based Trust is well known for the full range of excavation and survey work in Canterbury, its surrounding District and throughout Kent (in that order).

Southampton Archaeology, headed by Andrew Russel, is another long established organisation that has been part of Southampton City Council since 1979. It has ten staff and a remit for all the usual excavation and post-excavation programmes of a fast-growing historic town, plus a significant outreach programme. It also has its own

conservation laboratory with a UKIC-registered conservator. One specialty, historic building recording, is being exercised on a ten-year programme on Tudor House, Southampton's principal medieval building and museum, and at Holyrood Church, a medieval blitzed ruin now kept as a memorial to the Merchant Navy.

CPM Environmental Planning and Design, headed by Royston Clark and based in Cirencester, was established in 1986 and has over fifty staff, ten of them employed in archaeology. This is principally a consultancy organisation which includes ecologists, landscape historians and soil scientists as well as archaeologists with a range of specialisms. They undertake desk-based assessments and project management for archaeological programmes, often implementing work through good local organisations. Current projects include involvement in urban regeneration in Liverpool, a large greenfield schemes at Stevenage, and Arbury Camp in Cambridge, where Cambridgeshire County Council plans a new Heritage Research Centre within an Iron Age fort.

Surrey County Archaeological Unit, headed by Rob Poulton, has evolved from a group of field officers working for the county council and still works closely with other council officers. Benefiting from purpose-built accommodation at the Surrey History Centre, they undertake the full range of developer-led excavation and desk-based assessments, carry out post-excavation work for English Heritage and also have an important role in design and interpretation projects. Their outreach work has become more significant in the past year thanks to an HLF-funded education officer who is working with schools and the wider public. Recent projects include a Mesolithic site at Bletchingley

and a Roman tile kiln in Reigate.

John Samuels Archaeological Consultants. Our saddest news is that John Samuels, head of JSAC, has died of cancer. His place in JSAC will be taken by Forbes Marsden, who has been standing in for John for some time. We will include a short appreciation of John in next *TA*.

The RAO scheme already includes a range of archaeological organisations, and we are currently making it more applicable to curatorial, academic and voluntary archaeologists as well as bringing in more commercial units that have achieved the necessary standards. *To make peer review effective we need the whole profession aboard.*

If your business is not yet an RAO do check the website or phone Gillian Phillips at the IFA office

for more details, and see if you can face the (new, user friendly) application form.

New pay rates

With the agreement of a three-year deal for local government pay (2.75% in 2004/5, 2.95% in 2005/6 and the greater of 2.95% or RPI in 2006/7), the IFA recommended minimum salaries for PIFA responsibilities are now £13,071, for AIFA responsibilities £15,225, and for MIFA responsibilities £19,713. On 1 April 2005 these figures will rise to £13,458, £15,675 and £20,295 respectively. IFA's Council has agreed to review the method for calculating its salary recommendations, and it is intended that there will be discussion of some options at the meeting immediately preceding the AGM on 27 September, with a follow-up article in *The Archaeologist*. Whatever decision is reached, it will not result in any lower recommendations.

Tudor House Museum was reincarnated as what a Tudor house was thought to be in 1904. Over the next two years it will be conserved, the aim being to hold it together for another 600 years. Southampton Archaeology Unit will be in attendance throughout the works.
Photograph: Southampton Archaeology



New members

ELECTED	Member (MIFA)	Associate (AIFA)	Practitioner (PIFA)	Student	Affiliate
	Bruno Barber	Anna-Marie Bakare	Tara Armstrong	Martyn Allen	Timothy Archer
	Stephen Bull	Susan Daniels	Laura Broughton	Deborah Charlton	
	Richard Carter	V Dellino-Musgrove	Gareth Chaffey	Nell Darby	
	Phillip Emery	Gail Hama	Abigail George	Margaret Feryok	
	Elisa Guerra Doce	Stephanie Knight	Rebecca Lambert	David Marvelley	
	Niall Hammond	Stuart Mitchell	Simon McCann	R McGregor-Edwards	
	Alex Hildred	John Trehy	John Nash	Nigel Pearson	
	Malin Holst	Thomas Wellicome	Daniel Pascoe	Sanne Roberts	
	Raimund Karl	Brendon Wilkins	Sheena Payne	Sarah Smith	
	Oscar Lopez		Richard Payne	Alison Smith	
	Sarah Orr		Georgina Slater	Carina Summerfield	
	Sean Steadman			Guy Thompson	
	Robert Sutton			Kystyna Truscoe	
	Matilda Webb			Karen Tyson	
				Angela Wesley	

TRANSFERS	Member (MIFA)	Associate (AIFA)	Practitioner (PIFA)
	Simon Blatherwick	Siân Anthony	Cheryl Gallimore
	Joanne Clark	Ceridwen Boston	Leo Heatley
	Dan Hicks	Norma Challands	Michael Lally
	John Lawson	Nicholas Kelly	Tracy Weston
	Kate Taylor		
	Nicholas Truckle		

Members news

Mike Heyworth (MIFA 239)

CBA has a new Director. George Lambrick (of whom more in *TA 54*) is heading off into the world of consultancy and this key role in British archaeology has been taken up by the previous Deputy Director, Mike Heyworth.

Mike was one of those early starters, getting involved with excavations at Andover just north of his native Romsey at the age of 14 (directed by Kevin Stubbs and supervised by a young Sue Davies). Being with a unit that relied on volunteer support and a sympathetic school meant he was taking responsibility for recording, drawing, finds catalogues and post-excavation work by the time he was 17, giving him a pretty good basis for later archaeology and a life-

long appreciation of amateur archaeologists. One particularly interesting job at this time was helping to dig the grave for Lord Mountbatten inside Romsey Abbey, under the eye of Special Branch. He naturally went on to graduate in archaeology (at Sheffield), followed by an MA and PhD (in scientific studies of early medieval glass) at Bradford. He then moved into English Heritage's Ancient Monuments Lab to keep up his specialism in glass technology, and then took his computer skills (not so common in those days) to CBA in 1990. Beginning with responsibility for their Bibliography, he soon took up the new post of Information Officer at York, adding the role of Deputy Director to this in 1994.

Not surprisingly for someone who has played a

pivotal role for so long, he sees the future for CBA as 'building and sharpening up our current range of activities'. He defines its current functions as revolving around advocacy and campaigning, promotion of public enjoyment of archaeology, and providing support services for the whole sector. Core to these roles is promotion of public participation, with highest priority being given to the development of the Young Archaeologists' Club.

'Working with the CBA provides so many interesting opportunities because it is at the hub of the discipline. Our links with the British Academy enabled us to develop one of the earliest websites in archaeology in 1994 and to use new technology to promote archaeology at many levels. Archaeology, computers and people: what more could I ask for?'



Mike Heyworth



Diana Murray

Diana Murray (MIFA 173)

Diana Murray, well known within IFA for her roles as Chair (1995-6), Secretary (1993-5) and various committees, including her ongoing work on the RAO committee, has just been appointed next head of the Royal Commission on the Ancient and Historical Monuments of Scotland (RCAHMS). She will be succeeding Roger Mercer when he retires in October (more about him in next *TA*).

She was another youthful digger, working with excavators such as Lawrence Barfield, Philip Barker, Brian Hobley, Phil Mays and Brian Hope-Taylor, and at Butser, in the early '70s, and graduating in Archaeology and Anthropology at Cambridge in 1974. She had a hot summer slaving over the Cambridgeshire SMR before going up to Edinburgh

in 1976 as Research Assistant at the National Monuments Record for Scotland. Beginning in a junior role, her work soon included reorganising cataloguing of the archive and negotiating with Historic Scotland so that RCAHMS would receive all future HS-funded excavation archives. In 1983 she became head of the new Recording Section, then in 1990 Curator of Archaeology Records, which demanded heavy IT development. In her next job, Curator Depute of NMRS, computerisation spread to the Architecture records that were added to her archaeological and management responsibilities, and there was considerable work with aerial photography. This period saw huge growth in both size and use of NMRS, its public and educational roles, and partnerships with other bodies in Scotland and further afield. CANMORE and CANMAP in particular are recognised as world leaders in making information from a national record available online.

Within IFA (see *TA 50*) one of Diana's achievements in the Chair was the RAO scheme, and she still has strong commitment to this. Outside IFA work, she has been involved with running her local YAC, and,

among many voluntary roles, currently serves on the Archaeological Archives Forum, ADS Advisory Council, HEIRNET and the Board of the National Trust for Scotland.

Her aims for RCAHMS include making it more

user-friendly, developing its outreach and educational roles, and engaging in more partnerships with other organisations. 'Information management is the heart of our business and the key to the future – and I am very ambitious for RCAHMS' role in supporting Scotland's heritage'.



Steve Kemp

Stephen Kemp (MIFA 869)

Steve has moved to the post of Archaeologist at Devon County Council to undertake development control duties. He was with Cambridgeshire County Council for 14 years, initially as the Archaeological Records Officer undertaking SMR and development control duties before moving to the County's Archaeological Field Unit where he became a Project Manager. During this time Stephen completed an MSc in Quaternary Environmental Change.

Joanna Richards (AIFA 1727)

Jo has won a logo design competition to celebrate the octocentenary of her local town. Huntingdon was granted a charter in 1205, and next year there will be a number of special events. Joanna's design, which will be made into a flag, shows King John surrounded by the Great Ouse river linking scenes

Jo Richards



and individuals of local significance, including an Iron Age settlement, Eadwig coin, a timber castle, royal charter, medieval buildings, Hinchbrooke House, Oliver Cromwell, Samuel Pepys and William Cowper. Jo has worked as a freelance illustrator in Cambridgeshire for twenty years, and continues to be available for archaeological work nationally.

Insurance for the Archaeological Profession

- **Public Liability**
- **Employers' Liability**
- **Professional Indemnity**
- **Cover for hired plant and your own equipment**
- **Personal Accident**
- **Office Insurance**
- **Listed Buildings Insurance**
- **Travel Insurance**

The CBA and the IFA, in conjunction with specialist brokers RBPM General Ltd, are able to offer the above areas of insurance cover at low premiums, and can also tailor cover to suit individual needs.

For further details contact:

The Finance Office
Council for British Archaeology
Bowes Morrell House
111 Walmgate
York YO1 2UA
Tel (01904) 671417
Fax (01904) 671384
Email admin@britarc.ac.uk
Website www.britarc.ac.uk

