CAP CULVER ARCHAEOLOGICAL PROJECT

Charity number 1212865

Culver Archaeological Project

Reports and Financial Statements

Year ending 31st December 2025

Charity Number 1212865

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Report of the trustees for the year ending 31st December 2025

The trustees are pleased to present their annual report together with the financial statements of the charity for the year ending 31st December 2025. The financial statements comply with the Charities Act 1993 and the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2026).

Chair's Report

The year 2025 was a momentous year as we became a charity on the 1st of April 2025 in our 20th year of digging at Culver Archaeological Sites at Barcombe Mills.

The Culver Archaeological Project (CAP) involves the local community, students, trained archaeologists and volunteers in the investigation of the historic environment under the supervision of the project director, Robert Wallace, a Masters' Graduate in Field Archaeology from the University of Sussex, and corporate member of the Chartered Institute for Archaeologists (CIfA). CAP was founded in 2005 by Robert Wallace to investigate the historic landscape surrounding the Barcombe villa complex and has developed over the years to research the historical environment of the alluvial plain of the Upper Ouse Valley in the parishes of Barcombe and Ringmer.

From its inception CAP has endeavoured to conform to a high standard of archaeological research whilst seeking to actively involve the local community in the discovery and interpretation of their local landscape, heritage and archaeological remains. As well as open area archaeological excavation of targeted areas, the project includes magnetometer and resistivity surveys of the wider area as well as supervised metal detecting.

In 2011, a geophysical survey of the London to Lewes Roman Road by David Staveley, an experienced geophysicist, led to the discovery of the Roman-period settlement at Bridge Farm. This in turn initiated gaining a

substantial grant from the National Lottery via the Heritage Lottery Fund, thus enabling the appointment of commercial contractor AOC Archaeology to assist in excavating four open-area trenches and funding the post-excavation works alongside an extensive programme of community engagement for the 2013 season.

From 2014 onwards, volunteers, students and campers have paid a modest fee for involvement, with donations received from visiting groups also helping to fund the basic costs. From 2015 a fieldwork training course at the site, primarily run for Canterbury Christ Church University students, with some places available for individuals willing to pay for extra training, has provided a sound financial base for both future excavation and specialist post-excavation works.

We have continued to dig every season at Bridge Farm since 2011 apart from the 2020 year due to Covid restrictions. We opened a new Trench (8) between 24th May to 3rd July 2025.

Since becoming a charity, we have appointed six trustees and five affiliated members and concentrated on the governance of the charity including the development of new policies and consent forms. We have also been working on developing our website further with a view to online payments of fees and increasing our volunteer base. We have held two charity committee meetings in 2025.

Julia Montgomery

Chair of Trustees

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Objectives of the charity

The advancement of education and conservation by promoting, undertaking and making public historical research and archaeological investigation at the Culver Project Sites, Bridge Farm, Barcombe Mills, Lewes. The results of the work will be disseminated by publications, exhibitions, public lectures and other means.

The prime activity that shapes our charity objectives remains the annual opening of the excavation at Bridge Farm. This is a six-week dig opening on the last Bank Holiday in May (26th May 2025). However, throughout the year CAP promotes, engages in education and fosters an interest in archaeology both to a local audience via exhibitions and lectures but also through publications to a national and international audience.

Our strategy is to promote and encourage the community to take part in our activities, from volunteers aged 12 and above, with local participation but also national and international volunteers attending the dig. We are committed to making archaeology accessible to all and our volunteer fees reflect that.

Achievements and performance 2025

The **2025 Season dig** at the Bridge Farm Roman settlement brought the opening of the new trench (T8) over the eastern entrance in the defensive ditches and the junction of the London and Pevensey roads. As always with a new trench it involved a lot of careful cleaning back before the features started to appear and we were amazed at how well the flint structure of the roads had survived as both were very shallow and must have been affected by ploughing. Once the loose flints were cleared in specific areas the extant structure was revealed including areas of closely packed pebbled metalling along the outer edges where the camber of the surface sloped down. The planning of the road structure revealed to date was a major task but it

allows us to be more invasive next year when removing the rest of the loose flints and excavating some metre slots through both roads which will show the full depth of the extant structure. By the end of the 2025 season the enclosure ditches were beginning to become clear, and obvious signs of industrial features were also revealed in the SW corner, offering more potential locations for excavation in 2026. In the NW a dark anomaly had produced a great many metal finds, including coins from the early 4th century. **Other finds** included a variety of brooches and other bronze dress accessories adding to the growing picture of the inhabitants of the settlement.

Volunteers: In 2025 we had 107 volunteers joining us during the season; many returning volunteers and those who were local to the site but also volunteers from America, Australia and Europe. We provide a campsite and full facilities so that people can stay on site to minimise costs to participants. Volunteers were offered opportunities not only digging but helping in the Finds Unit with finds processing. Many of our volunteers were from other UK and European universities who searched us out to get the valuable field work that is often not available on undergraduate archaeology courses.

Encouraging the next generation of archaeologists: As our first week of the dig coincides with half term in schools we can provide work experience for young students. In 2025 we had 18 volunteers aged between 12-18 years of age, 15 of those were between the ages of 16-18 years of age.

We ran a Saturday morning training dig and finds processing session for the Sussex Weald Young Archaeology Club (YAC), there were 14 students in total.

As usual we ran a successful **Canterbury Christchurch University (CCCU)** field training school for both the first and second years with 32 students in total. We also had four people who joined our Field School as external participants. Our Field School consists of two weeks of lectures and practical sessions covering health and safety on site, site records, environmental sampling, site records, use of drones, photogrammetry, Lidar and 3D modelling followed by two weeks of excavation. The Field Training School is taught by members of the CAP team and some external speakers. All participants receive a certificate at the end of the school.

Outreach: We ran specialised guided tours for local community groups in the seventh week of the dig and were visited by the Worthing Archaeological Society, the Lewes Archaeology Group and the Brighton & Hove Archaeological Society, as well as the U3A Local History Group and the Mid Sussex Local History Group. Over 100 members of various groups attended.

Our Open Day on 12th July 2025 attracted over 300 members of the public that attended that Saturday morning with guided tours and a display in the Finds Unit of many of our artefacts. Together with the specialised groups over 400 people visited the site before it was covered up for the following season.

We do not offer any charitable services outside the UK.

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Research, publications, exhibitions and lectures

- Culver Archaeological Project was fortunate to have a six-month exhibition on the Roman settlement at Bridge Farm at Worthing Museum (October 2024-March 2025) supported by James Sainsbury, Curator of Worthing Museum. This promoted our site to the wider Sussex area.
- We had the front cover and an article on our site in Current Archaeology June 2025, issue 423, pp 18-25. *A Roman Landscape Revealed: Celebrating 20 years of the Culver Archaeology Project*.
- Presentations and Lectures: Maresfield History Group (25/2/25) given by David Millum and the Winchelsea & Area Archaeological and Historical Society (18/10/25) given by Blake Galloway.
- Sussex Archaeology and History Conference at Kings Church, Lewes Saturday on the 6th June 2025. Blake Galloway presented our site to the conference.
- Nancy Wiginton, our Finds Head Supervisor, together with Julia Montgomery, Henry Drane and Michelle Douchkov spent the autumn and winter of 2025 going through the pottery of Trench 7 to build up a pottery reference collection. This was audited by Anna Doherty of ASE.
- In 2025 there was a push to try and get the expert analyses and reports for Trench 7 prior to publication.
- We were asked by the Council of British Archaeology Website to advertise our dig on their website so that that our dig is advertised nationally and internationally.
- We published Trench 7 (2024) for the Society for the Promotion of Roman Studies, Britannia vol 56 pp 459.
- We also published in Sussex Express, 7th March 2025. “Culver Archaeological Project comes of Age” and on the 27th June 2025. “Open Day at Roman excavation site near Lewes”
- Whatson at Your world.net, 9th May 2025. “Sussex Archaeology Project gains registered charity status”.

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Financial review

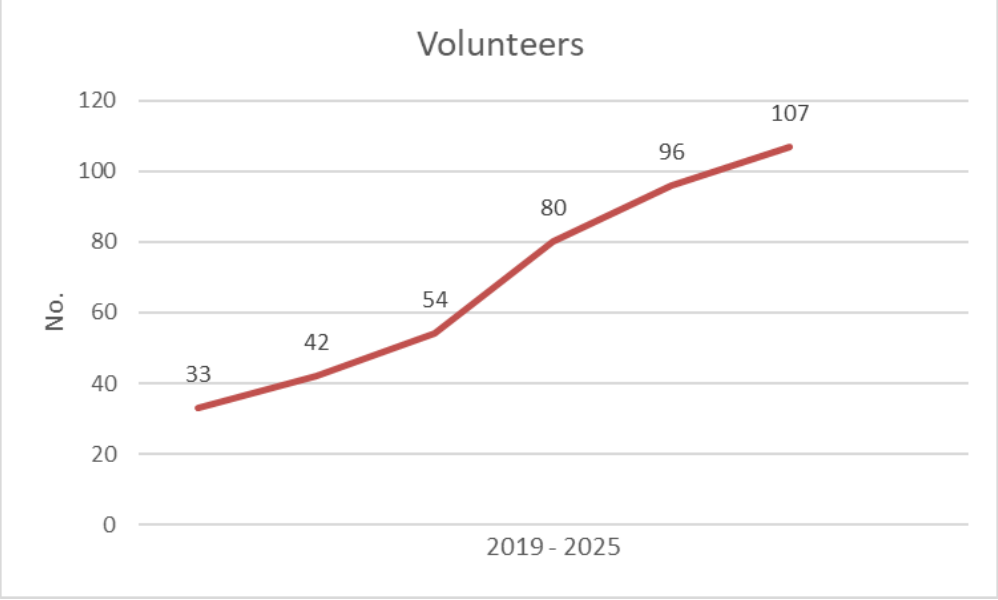
Charity's principal sources of funds (including any fundraising)

The charity doesn't receive any government grants/income nor any income outside the UK.

From 2015 a fieldwork training course at the site, primarily run for Canterbury Christ Church University (CCCU) students, with some places available for individuals willing to pay for extra training, has provided a sound financial base for both future excavation and specialist post-excavation works. This is noted in our financial returns as University Fees.

From 2013, volunteers, students and campers have paid a modest fee for involvement, with donations received from visiting groups helping to fund the basic costs. In 2025 we had 107 volunteers attending the dig.

Growth in volunteer numbers from 2019:



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Fundraising

We received donations by people attending our Open Day - in 2025 we had 300 visitors. We sold T-shirts and mugs during the dig to generate some funds. Currently we have five supporters using the EasyFundraising app to raise funds for the charity. The amount in 2025 paid directly to our charity was £12.28. We will try and recruit more supporters in 2026.

Grants

In 2025 we had a £1000 grant from the Council of British Archaeology, South East for the analysis of Trench 6 artefacts.

Employees

We have no people permanently employed by the charity. In 2025 we had two people paid for site supervision over a seven-week period on a fixed term contract.

The charity does not have any trading subsidiaries.

No Trustees have been paid by the charity.

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Year-end Financial Accounts Culver Archaeological Project ending 31/12/2025

	£
Opening Cash balance 01/01/25	6,825.52
Incoming resources:	
University Fees	19,275.00
Other Grants	1,000.00
Volunteer Fees	8,870.04
Field School Fees	1,000.00
Donations	732.23
Sales	1682.92
Open Day	800.36
Misc.	150.05
Total	**33,510.60**
Resources expended:	
Supervisors & lecturer fees	7,599.00
Equipment	2,745.59
Maintenance	125.00
Facilities	2,874.73
Rent	7,807.69
Merchandise	1,279.37
Insurance	1,058.21
Reports	2,434.00
Website & IT	433.31
Other	125.00
Total	**26,481.90**
Closing Cash Balance 31/12/2025	13,854.22
Petty Cash at 31/12/2025	31.97
Total available financial resource	**13,886.19**
Creditors at 31/12 /2025	0.00
Debtors at 31/12/2025	0.00
Merchandise stock value 73 T-shirts @ £5.79	**422.67**

Principal risks facing the charity financial status:

The CCCU contract was renewed in 2025/2026 for another 5 years with a small uplift in payments starting in 2026. As this contract contributes to a major part of our income, we are reassured that a 5-year contract gives us the stability we require. We have also invested in marketing to increase the number of volunteers in 2026 and have increased our fees for 2026. In 2020 during Covid the excavation was closed for the season, but our reserve policy ensures that we have 18 months of funding to cover our expenses which are principally the rental of the industrial units at Bridge Farm.

Structure, Governance and management of the charity

The charity is controlled by its governing document, the Memorandum and Articles of Association. The charity is a Foundation Model (Charitable Incorporated Organisation).

There are currently six Trustees and five affiliated members who were nominated initially by Robert Wallace and then by the committee. All Trustees have been involved in the approval of CAP policies and confirm that they have had regard to the guidance issued by the Charity Commission on public benefit and have followed this in planning and undertaking the charity's activities.

In 2025 we had two committee charity meetings on 14/7/25 and 22/10/25. All agendas are agreed two weeks before the date and uploaded onto the CAP One Drive; the minutes are also agreed by the committee and uploaded onto the One Drive within two weeks of the meeting. At the first ever meeting in July 2025 there were all five founding Trustees and one affiliated member present, during which the Trustees were ratified by committee. Julia Montgomery was elected Chair and Mike Naylor was elected Treasurer of the charity. At the second committee meeting there were four Trustees and five affiliated members present, the total number of

Trustees was increased to six, and a quorum was defined as more than three Trustees present at the meeting. Trustees must retire after four years in office, however under Article 3.3 of our MoA may be reappointed.

The main activity of the Trustees in 2025 has been the production of charity policies as listed below:

BF26 Risk Assessment & Matrix

CAP Reserve Policy (2026)

CAP Anti-Harassment and Bullying Policy

CAP Child and Adult Safeguarding Policy

CAP Complaints Policy

CAP Consent Form for under 18s

CAP Data Protection Policy

CAP Expenses Policy (2026)

CAP Health & Safety Statement

CAP Risk Policy

CAP Trustee Conflicts of Interest Policy (2026)

CAP Volunteer Policy

CAP Trustees expenses policy (2026)

CAP Serious Incident Policy

CAP Social Media Policy

Serious Incidents

There were no serious incidents in 2025. The charity is aware that serious incidents must be reported to the Charity Commission.

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Reference and Administrative details

Charity name	Culver Archaeological Project
Other name the charity uses	
Registered charity number	121865
Charity's principal address	BRIDGE FARM Unit 10 BARCOMBE MILLS ROAD, BARCOMBE, LEWES BN8 5BX
email	information@culverproject.co.uk
website	www.culverproject.co.uk

Names of the charity trustees who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year
Julia Montgomery	Chair/Secretary	Appointed July 2025
Mike Naylor	Finance Officer	Appointed July 2025
Robert Wallace		Appointed July 2025
Andy Symonds		Appointed July 2025
Paul Gordon		Appointed July 2025
Nancy Wiginton		Appointed July 2025

Affiliated Member	Office (if any)	Dates acted if not for whole year
David Millum		Appointed July 2025
Henrietta Drane		Appointed July 2025
Andy Bradshaw		Appointed July 2025
Blake Galloway		Appointed July 2025
Michelle Douchkov		Appointed July 2025 (Resigned February 2026)

Signed by Julia Montgomery, Chair of Trustees

CAP CULVER ARCHAEOLOGICAL PROJECT

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Independent Examiner's Report

CULVER ARCHAEOLOGICAL PROJECT

Charity number: 1212865

Independent Examiner's Report to the Trustees of Culver Archaeological Project

I report on the accounts of the charity for the year ended 31/12/25, which are set out below.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 and the charity's governing document.

The trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 and that an independent examination is needed instead.
It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act 2011;
- Follow the procedures laid down in the general Directions given by the Charity Commission;
- State whether any matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:

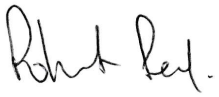
- to keep accounting records in accordance with section 130 of the Charities Act 2011; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

It should be noted that I have been unable to carry out any scrutiny of the cash income and expenditure, which I am advised was less than £100, and as such is not material.



Name: Robert Peck
Relevant Professional Qualification or Body (if any): FCCA
Address: 21 Grantham Bank, Barcombe, East Sussex, BN8 5DJ
Date: 5 July 2026