



treasuretrove

in Scotland

REPORT BY QUEEN'S AND LORD TREASURER'S REMEMBRANCER

2008/2009



Treasure
Trove

treasuretrove in Scotland

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2008/2009

Under Scottish law all portable antiquities of archaeological, historical or cultural significance are subject to claim by the Crown through the Treasure Trove system and must be reported.



**Treasure
Trove**

*Protecting our
Archaeological Heritage
for the Nation*

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TREASURE TROVE IN SCOTLAND – REPORT BY QUEEN’S AND LORD TREASURER’S REMEMBRANCER

1 April 2008 – 31 March 2009

I have great pleasure in presenting my fourth Annual Report on the operation of the Treasure Trove system in Scotland, covering the period 1 April 2008 to 31 March 2009. This Report is published in implementation of Recommendation 28 of the “Review of Treasure Trove Arrangements in Scotland” (“The Review”), which was published by the then Scottish Executive in October 2003 (www.scotland.gov.uk).

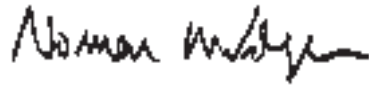
This Report is presented to the Scottish Parliament and is available on the Treasure Trove website (www.treasuretrovescotland.co.uk).

This has been an exceptionally busy year for the Scottish Archaeological Finds Allocation Panel and I am very grateful to Professor Ian Ralston and the whole Panel for the significant unpaid work which they continue to do in support of the Treasure Trove system.

This year’s Report again includes a detailed report by Professor Ralston in which he describes the challenging environment in which the Panel has worked. I join with him in paying tribute to the Panel’s response to that challenge. I also want to add my appreciation of the very significant contribution of the Panel members who have stood down this year – Patricia Weeks and Adrian Cox. I mentioned the departure of Alan Saville in my foreword to last year’s report and I fully endorse Professor Ralston’s comments about his contribution. I also share with the Panel in expressing my appreciation of the work of Jenny Shiels and my sadness at her untimely death. Jenny made a massive contribution to the work of the Panel and the Treasure Trove Unit over many years and is missed by many friends and colleagues with an interest in Scotland’s archaeological heritage.

As Professor Ralston notes, one of the key events this year has been the publication of the Treasure Trove Code of Practice, which sets out the chain of responsibility for the various bodies involved and clarifies the process of determining the appropriate ex-gratia award for a particular object. I hope it will be of benefit to the diverse communities affected by it, whether they be in the field of museums or archaeology, metal detector users or indeed members of the general public with an interest in Scotland’s Heritage. I had great pleasure in hosting a reception in February to launch the Code in an informal setting where members of the Panel, the Treasure Trove Unit and the QLTR Unit in my own office were able to meet colleagues across the museums sector and some of the most proficient finders of artefacts.

Again, I would express personal thanks and appreciation to the staff of the Treasure Trove Unit and the QLTR Unit in my own office, which provide vital support to the process of claiming and allocation.



Norman McFadyen

Queen's and Lord Treasurer's Remembrancer
AUGUST 2009



Reception for Launch of Treasure Trove Code of Practice



INTRODUCTION

1. This report covers Treasure Trove matters dealt with by the Queen's and Lord Treasurer's Remembrancer ("QLTR") and by the Scottish Archaeological Finds Allocation Panel ("SAFAP"), from 1 April 2008 to 31 March 2009.

REMIT OF SAFAP

2. A list of the names and professional status of the current members of SAFAP, all of whom, as before, are appointed by Scottish Ministers and serve unpaid, is provided in [Appendix 1](#) to this Report.

3. This Report therefore covers one year of the operation of the SAFAP, which meets approximately every four months. The Terms of Reference approved by the Scottish Government are reproduced in [Appendix 2](#).

THE TREASURE TROVE CODE OF PRACTICE

4. The Treasure Trove Code of Practice was published in December 2008. It is available on the Treasure Trove website (<http://www.treasuretrovescotland.co.uk>). The Code of Practice replaces rather outdated guidance contained in booklets published in 1999, but for the first time sets out in detail the procedures of SAFAP. It is intended to be a living document and users and readers are invited to offer comments to the QLTR's office on its operation.

REPORT BY THE CHAIR OF SAFAP

5. In 2008-2009, the Panel met on its standard four-monthly rota to recommend allocations and to progress other issues within its remit. There was also an Annual Meeting with the Crown Office during the autumn, which provided an opportunity to take stock of the year's activities with the Queen's and Lord Treasurer's Remembrancer and his staff.

As reported last year, the Minister for Europe, External Affairs and Culture had decided to extend the terms of appointment of the present members of SAFAP until the end of 2008. During this year, the Chair and Mr Ronald Smith, the lay member of SAFAP, were offered re-appointment for a second term, and two appointments for members with specialist expertise were advertised. Following interview, the Minister duly appointed Mr Neil Curtis, of Marischal Museum, University of Aberdeen and Mr David Connolly, a freelance archaeologist based in East Lothian with a range of relevant experience, for four years until the end of 2012. Neil Curtis has previously served on the Panel, and has written on the Scottish Treasure Trove System. Mr Ron Smith and the Chair have been re-appointed until the end of 2011 (taking their total service to eight years each); and incidentally achieving a secondary aim of staggering appointments, such that the periods of all Ministerial appointees to the Panel do not expire concurrently, thereby ensuring a measure of continuity. In this year, therefore, both Ms Patricia Weeks and Mr Adrian Cox have stood down from the Panel, and are thanked for their many contributions to its deliberations. The Scottish Museums Council and National Museums Scotland representatives remain unchanged.

The year under review here has been a tumultuous one for the operation of the Treasure Trove system in Scotland. It is a particular sadness to have to record the death in service after a period of ill-health of Ms Jenny Shiels, MA, FSA Scot. A graduate of the Department of Archaeology at Edinburgh University, Jenny had been the Treasure Trove Assistant and subsequently Administrator since 1996 and, as the senior full-time member of the staff of two who work full-time on Treasure Trove in Scotland, her loss was acutely felt. The sympathies of SAFAP have been extended to those close to her. The Panel is grateful to Mr Stuart Campbell, Assistant Treasure Trove administrator, for 'acting up' since Ms Shiels' departure, and at our last meeting we were able to welcome Ms Kristjana Eyjólfsson who has been appointed by the senior management of National Museums Scotland on a short-term contract to provide back-up to Mr Campbell. The Panel has also learnt that certain TT activities, notably to do with the processing of excavation assemblages, have been farmed out to one of the applied archaeological companies as a temporary measure. In these circumstances of disjuncture and change, it is therefore understandable that the number of cases fully processed during the review period has declined, and it has not proved possible to take forward some other initiatives, but the Panel hopes that, once a full complement of staff is back in post, that a fuller service can be resumed.

During the course of the year under review, too, senior management of National Museums Scotland advised the Panel and the Crown Office, without prior consultation, that they had decided to reallocate responsibility for Treasure Trove from the Archaeology Department to the Department of Scotland and Europe. This also led to disruption in service provision. The Panel was sorry to lose the services of Mr Alan Saville, who had been part-time Head of the Treasure Trove Unit ("TTU") (along with his curatorial responsibilities in the museum) since 1995. Mr Saville, an acknowledged expert on issues concerned with artefacts and their status in this jurisdiction, is thanked for his many contributions to the operation of Treasure Trove, not least for being the driving force behind the completion of our Code of Practice, to which further reference is made below. The Panel welcomed Mr Nicholas Holmes, a curator with specialist numismatic expertise from the Scotland and Europe Department of NMS, as the new Head of the TTU. The Chair and Panel very much regret, from the perspective of continuity, that Mr Holmes retired after only some months in post at the end of the period reviewed here, and that at the time these notes are compiled (early June 2009) the post remains unfilled and the Panel has not been advised of the timetable for refilling this important position. The absence of a Head of the TTU has severe consequences for the successful operation of a range of activities associated with Treasure Trove, not least in providing expert guidance to its Chair; and for the provision of service to finders, the general public, the museum community and others.

If staffing has been the key issue in 2008-2009 for the reasons explained above, the Panel was delighted to be able to launch its Code of Practice in the Royal Society of Edinburgh building on a snowy February evening in 2009, following its publication at the end of 2008. We are grateful to the QLTR for his welcoming speech, and to the audience of metal-detectorists, finders of objects, museum staff, curatorial and field archaeologists and others for battling through the winter weather to attend. Publicity surrounding this event has led to a perceptible increase in the number of enquiries reaching the TTU.

The Panel considers that the Code represents a major step forward in clarifying the procedures involved in the processing and allocation of archaeological finds from Scotland, and regrets that current staffing issues within the TTU means that we are manifestly struggling to fulfil its aims. The Panel hopes there will be an occasion or occasions in due course where the Code can be presented to the diverse communities who will have need to use it, including professional and amateur archaeologists, metal-detector users, museum staff, and members of the general public. As a first step in this process, the issuing of new Treasure Trove leaflets to raise awareness of the Treasure Trove system is regarded as a priority for the coming year. However, until the present crisis in the staffing of the Unit has been resolved, and proper consideration has been given to the resourcing of the Unit so that the objectives of the Code can be met, the Panel considers that it might be unwise to raise expectations that cannot be fulfilled. To that end, we are pleased to participate in the strategic review being undertaken at present by the Cultural Excellence Team of the Scottish Government along with the Crown Office, but consider that these important deliberations should not serve to delay a response to the immediate concerns raised above.

The new members of the Panel, like their predecessors, have identified as a central concern the need to engage in outreach and publicity to reach the range of individuals and groups involved in finding, reporting and safeguarding archaeological finds across Scotland. This is widely felt to be a key priority. During the year, Mr Campbell was able to undertake a limited amount of outreach work, notably addressing the metal-detectorists of the Inverness club, and the Panel is strongly supportive of such endeavours. We feel keenly that it would also be of huge benefit to the perception and operation of the system if we were able to meet from time to time other than in Edinburgh, for example, taking the opportunity of visits elsewhere to engage with local communities and to explain and clarify the workings of the system, in particular to those who may retain a residual suspicion about, or hostility to, its operation. Such initiatives would, of course, require appropriate resourcing.

As in many other activities, the development of the internet brings both advantages, and potentially disadvantages, to the operation of Treasure Trove in Scotland. A disadvantage previously noted is the internet's potential to be a conduit for selling Scottish artefacts which have not been duly processed through the Treasure Trove system. In this regard, it is very satisfactory to be able to report that the agreement, set up last year, with the important on-line marketplace, eBay, not to permit the marketing for sale of artefacts reported to be from Scotland in cases where TTU staff express concern that they might fall within the remit of the TT system, continues to operate well.

Some matters, however, as noted in previous reports, remain as significant concerns. We continue to monitor the impact of the automatic claiming of assemblages from organized archaeological fieldwork. Several such assemblages (albeit a small minority) have now come forward which no museum has been prepared to take, and which have had to be disclaimed. This has been less significant in the year under review here, not least because of delays in processing such assemblages through the TT system, but remains an issue which requires to be addressed. SAFAP and the TTU intend to draw it to the attention of the wider archaeological community when we have the capacity so to do.

All the material SAFAP is able to recommend for allocation to museums, however, ends up enriching the collections of public institutions from Shetland to Galloway. Whilst a wide range of museums apply to acquire appropriate material that has come to light, there remain concerns that not all museums which might or could make a case for archaeological finds to be allocated to them do so. It remains the Panel's intention also to look at the patterning of what is discovered where in Scotland and reported to the TTU, but it has not been possible to progress this issue during the year in question for the reasons highlighted above. It is hoped also to provide some insights on this issue in a future report, not least because there are concerns that comparisons with procedures south of the border may point to significant under-reporting of artefacts found in Scotland.

Ian Ralston,
Chair of the Scottish Archaeological Finds Allocation Panel

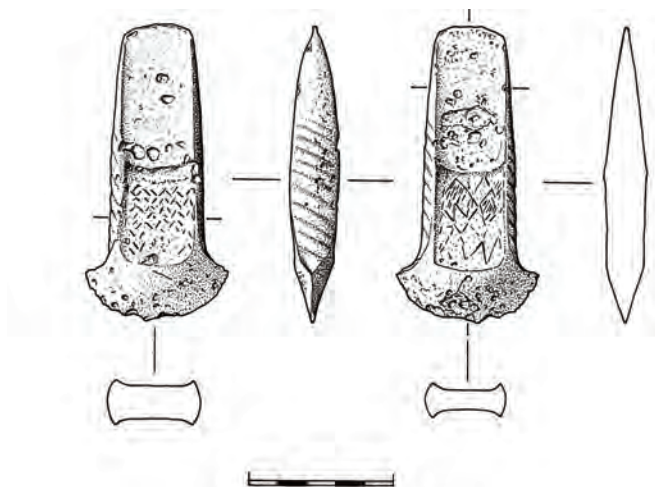
INTERESTING CASES

6. The following objects represent a selection of Treasure Trove cases allocated to museums by the Crown during the period April 2008 to March 2009 and follow in broad chronological sequence from prehistoric to modern periods.



Stone axeheads were an essential tool for the Neolithic farmer although they also had additional symbolic and ritual connotations. This example is made not from local stone but from Langdale tuff, a Cumbrian stone which was quarried extensively in the Neolithic. The discovery of these axeheads far from Cumbria is a striking indication of the network of long-distance contacts underpinning prehistoric societies.

TT.07/08. An Early Bronze Age flanged axehead from Cardross, West Dunbartonshire. Allocated to Kelvingrove Museum.



This is an excellent example of a decorated axehead of around 1700-1800BC and is a significant addition to a relatively small number of similar finds from the west of Scotland. Like Neolithic stone axeheads Bronze Age axeheads also had both ritual and practical purposes and the detailed decoration on this example suggests it was a ceremonial or ritual object.



These spearheads date from 1000-800BC and are typical examples of Late Bronze Age weaponry. While such weapons had a primary – and obvious – function they also had a secondary use as votive offerings; in effect the deposition of a valued item in a place of sacred or ritual significance. These examples were found together, indicating a deliberate deposition rather than accidental loss and thus suggesting ritual intent.



Although now flattened and in two pieces this gold ring would have originally been part of a larger composite ornament such as a torc or armlet. The ring has been made by joining gold rods along their length by brazing, giving a useful insight into the precision and skill of Bronze Age goldworking techniques. This is the first example of such an ornament to be discovered in Scotland although comparable examples have been found elsewhere in Britain, as well as in Ireland and France.

TT.32/08. Iron Age stone handled bowl, Loch Mullardoch, Highland. Allocated to Inverness Museum.



This is an excellent example of a classic Iron Age artefact. Handled bowls of this type are found both in association with settlements but also as isolated finds in bogs or similar locations; like the spearheads from Cademuir Hill these objects could also be used as a votive offering. In this particular case the findspot would suggest it was intended for just such a purpose.

TT.95/07. A Romano-British brooch and associated copper alloy pinhead from Burghead, Moray. Allocated to Elgin Museum.



Although commonplace finds elsewhere in the British Isles the discovery of such objects beyond the Roman frontier is a useful indicator of the contacts between the Iron Age and Roman – or Romanised – populations. This brooch joins a select group of Romano-British objects from northern Britain, all of which have been found by metal-detectorists, a useful demonstration of the contribution which metal detected finds can make to our understanding of the past.

TT.20/08. A fragment of Pictish symbol stone from Mail, Shetland. Allocated to Shetland Islands Museum.



This fragmentary stone bears a familiar Pictish symbol although in this case the symbol has unusual features which are only found on Shetland stones and which can be paralleled on a number of other stones on the island. This is an interesting addition to a small and geographically distinct group of carved stones.

TT.96/07. Terminal of a Pictish penannular brooch from Culross, Fife. Allocated to Dunfermline Museum.



In stylistic terms this brooch can be dated to the 8th century and can be paralleled by complete examples, most notably those from the St Ninian's Isle treasure. During the Viking period jewellery made of precious metals was often valued more for its silver or gold content than its aesthetic properties. Jewellery and coins were cut into pieces to provide a certain weight or melted down to make ring money, which could be cut into the desired weight later. Many silver hoards from this period exhibit evidence of nicks made in the silver to test the silver content of the object, as is the case on the edges of this brooch.

A similar mount was discovered in the same findspot in 1924, and stylistically both can be paralleled by a number of other Scottish finds. Such mounts appear to have been used on horse harness and this find is a fine example of high quality Insular metalworking.



TT.78/07 and 31/08. A hoard of medieval silver coins from Dumfries, Dumfries and Galloway. Allocated to Dumfries Museum.



A hoard of 155 medieval coins comprising a mixture of English and Scottish issues from the 13th-14th centuries. The coins comprise various issues of Edward I and II of England and David II of Scotland.

TT.12/08. A medieval pilgrim badge from Crail, Fife. Allocated to East Fife Museums Service.



Although fragmentary this is an interesting example of an uncommon object, a double-sided pilgrim badge. One side depicts the crucifixion while the other shows the Virgin and Child. Such objects are a direct and vivid insight into the beliefs of medieval Christians, pilgrimages to visit a saint's shrine being an important part of popular religious belief. These badges could be purchased to demonstrate the journey had been made as well as to indicate the status of the wearer as a pilgrim.

TT.102/07. Medieval gold and sapphire finger ring, Lamington, South Lanarkshire. Allocated to Biggar Museum.



This finger ring can be compared to a number of similar rings found in Scotland and is of a type used widely throughout the 13th-14th centuries. It was a common medieval belief that precious stones possessed magical properties and rings like this were worn as much in the hope of accessing these powers as for any aesthetic considerations or decorative effect. In this case the gem is a sapphire, a stone commonly believed to invoke pious thoughts in the wearer. Consequently, such rings were often worn by clergy.

TT.84/07. A 14th century gold florin of Florence, from Jedburgh, Scottish Borders. Allocated to Scottish Borders Museums Service.



This find is an interesting illustration of the international nature of medieval gold coinage, the high intrinsic values ensuring that they circulated widely beyond the domestic circumstances of their minting. This example was found close by Roxburgh Castle, at the time an important site, being both a royal seat and possessing a mint.

TT.28/08. A medieval silver gilt finger ring, Inchaffray, Perth and Kinross. Allocated to Perth Museum and Art Gallery.



This is a fine example of what is known as a fede ring, the bezel depicting a pair of clasped hands. These rings appear to have been used as a form of betrothal ring, the clasped hands indicating the union of marriage, while the hoop of the ring carries a religious inscription invoking the names of Jesus and Mary. This style of ring can be found widely in western Europe and like the ring from Lamington their appearance in Scotland is indicative of a receptiveness to wider cultural trends.

TT.118/07. Seventy objects of medieval and post-medieval date from Cromarty, Highland. Allocated to Cromarty Courthouse Museum.

This selection of objects consists of a range of items representing the personal possessions of the inhabitants of medieval and early modern Cromarty. The objects are a mixture of personal, dress and household objects and are an interesting insight into the type of everyday and commonplace material culture used by the majority of the population at the time. The assemblage also includes material from the Netherlands and other continental imports, illustrating the wide range of goods which could be obtained even away from major political and population centres.



STATISTICS

7. **Appendix 3** lists the finds claimed as Treasure Trove, with information as to each find spot and where the item found was allocated in 2008 to 2009. In the period covered by this Report there were 34 finders who reported finds. A list of these finders, who agreed to their name being published are included in **Appendix 4**. **Appendix 5** lists the Museums who assisted finders and the Treasure Trove Unit ("TTU") with the reporting/storing of finds.

8. In the period covered by this Report, there were 86 claimed Treasure Trove cases, 90 unclaimed cases and 1 disclaimed case. The total sum paid in respect of *ex-gratia* awards was £10,590. Individual payments ranged from £10 to £1,250. In 2 cases the finders chose to forgo their *ex-gratia* award. Only individuals making finds in their private capacity are considered for an award. Participants in archaeological interventions including fieldwalking and excavation are not eligible for an award.

ALLOCATION PROCEDURES

9. **Appendix 6** contains Flow Charts, which illustrate:

- (1) the procedures followed between the reporting of a chance find and the paying out of the reward and allocation of the find to the museum; the typical time span for these various procedures is within 12 months from date of reporting; and
- (2) the process in relation to items recovered in the course of an archaeological dig.

FUNDING

10. The operational expenses of the SAFAP and TTU comprise mainly staff costs and administration costs which amount to around £70,000 per annum. The costs are met by grant-in-aid from the Scottish Government to the National Museums of Scotland, which houses the TTU.

LOOKING FORWARD

11. With the publication of the Code of Practice we should be able to look forward to more successful operation of the Treasure Trove system. As Professor Ralston has noted, there are questions over the management and resourcing of the TTU and its support to the Panel. It is greatly to be hoped that these can be resolved swiftly so that the Panel and Unit can continue with their excellent work in promoting the reporting of finds.

CONTACT DETAILS OF TTU

12. The names of the staff of the TTU are contained in **Appendix 7** together with their contact details and the website address. Readers are encouraged to contact the TTU with any Treasure Trove query, the answer to which is not dealt with on the website. The members of the Unit are always pleased to help with enquiries from members of the public and have many years' experience of dealing with Treasure Trove matters.

INFORMATION FOR USERS OF THE TREASURE TROVE SYSTEM

13. Information for users of the Treasure Trove system is contained in [Appendix 8](#) and a Reporting Form in [Appendix 9](#). More detailed guidance and information can be found in the Treasure Trove Code of Practice.

COMMENTS FROM READERS

14. The QLTR and SAFAP are keen to obtain readers' comments on the contents of this Report. These can be sent by letter or email to the QLTR Unit (COQLTR@copfs.gsi.gov.uk).

Queen's and Lord Treasurer's Remembrancer
Crown Office
25 Chambers Street
Edinburgh EH1 1LA
AUGUST 2009

APPENDICES

Appendix 1 – Names and professional status of members of SAFAP

Appendix 2 – Terms of Reference of SAFAP

Appendix 3 – List of allocated Finds, their find spots and recipient museums

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Appendix 5 – List of Museums who assisted with reporting/storing of Finds

Appendix 6 – 2 Flow Charts – Chance Finds and Excavation assemblages

Appendix 7 – TTU contact details (as at August 2009)

Appendix 8 – Information for users of the Treasure Trove system

Appendix 9 – Standard reporting form for chance Finds

Appendix I

SAFAP

Protecting our Archaeological Heritage for the Nation

SCOTTISH ARCHAEOLOGICAL FINDS ALLOCATION PANEL

The Scottish Archaeological Finds Allocation Panel members are appointed by Scottish Ministers, except in the case of the representatives from the National Museums of Scotland ("NMS") and Museums Galleries Scotland ("MGS") who are nominated by the respective directors of NMS and MGS on behalf of Scottish Ministers.

The current composition of the Panel is as follows:

Chair



Professor Ian Ralston OBE, School of Arts Culture & Environment, University of Edinburgh

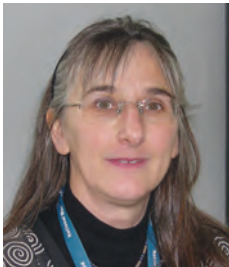
Ian Ralston teaches and researches Scottish archaeology, archaeological resource management, field archaeology, and the European Iron Age at Edinburgh University. He is a Vice-President of the Society of Antiquaries of Scotland, Chair of the Standing Committee for Archaeology in the Universities, and a non-executive director of CFA Archaeology, Musselburgh.

Members



Ms Jane Robinson, Head of Museum Development, Museums Galleries Scotland, Edinburgh

Jane Robinson represents Museums Galleries Scotland, the lead body for funding, development and advocacy for over 340 museums and galleries in Scotland. As Head of Museum Development, she is responsible for a team of development managers whose role is to support and enable positive change in the Scottish museums sector. She has been a panel member since 2004.



Dr Alison Sheridan, Head of Early Prehistory, National Museums of Scotland, Edinburgh

Dr Alison Sheridan is the representative of National Museums Scotland on the Panel. A specialist on the Neolithic and Early Bronze Age of Britain and Ireland, focusing on ceramics, stone axeheads and jewellery, she is Head of Early Prehistory in National Museums Scotland, a Vice-President of the Society of Antiquaries of Scotland and the Vice-President of the Prehistoric Society.



Mr Ronald Smith, Managing Director, Edinburgh Solicitors Property Centre (UK) Ltd, Edinburgh

Ron Smith is the Chief Executive of ESPC(UK)Ltd, and a director of Move Machine Ltd. He is also chairman of Veterans Scotland and a director of the Confederation of British Service and Ex-Service Charitable Organisations. Ron has an MA in history from the University of Edinburgh.



Neil Curtis, Senior Curator, Marischal Museum, University of Aberdeen

Neil Curtis is Senior Curator, Marischal Museum in the University of Aberdeen, including responsibility for Scottish history and archaeology, and Honorary Senior Lecturer in Anthropology. His research has included museum education, repatriation and the treatment of human remains, and studies of Scottish museum history, including Treasure Trove in Scotland.

Associate of the Museums Association and Secretary of the North-East Section of the Society of Antiquaries of Scotland.



David Connolly, Director of BAJR and Connolly Heritage Consultancy, East Lothian

David Connolly has been a field and buildings archaeologist for the past 25 years and worked in a variety of positions and locations from Scotland to Iraq and Germany to Turkmenistan. An Archaeological Consultant and Contractor, working with community groups and currently working closely with metal detecting groups and other interested parties to ensure wider cooperation within the field of public and accessible archaeology. Mr Connolly is also co-editor of the volunteer journal Past Horizons, and is the founder and director of the British Archaeological Jobs and Resources website. He also runs Connolly Heritage Consultancy.

Appendix 2

SCOTTISH ARCHAEOLOGICAL FINDS ALLOCATION PANEL

TERMS OF REFERENCE

Status

1. The Panel is a non-statutory advisory committee established to assist the Queen's and Lord Treasurer's Remembrancer ("QLTR") in discharging his functions in relation to portable antiquities. Scottish Ministers appoint the Panel and provide resources in order to allow the Panel to carry out its remit.

2. The Panel is supported in its work by a secretariat (i.e. the Treasure Trove Unit). The secretariat is currently hosted by National Museums Scotland ("NMS").

Membership

3. The Panel comprises a Chair and five members. The Chair and Panel members are appointed for a fixed term (renewable) by Scottish Ministers, except in the case of each of the two *ex officio* members, one from each of NMS and Museums Galleries Scotland ("MGS"), who are nominated by the respective directors of NMS and MGS on behalf of Scottish Ministers. The Panel will be quorate when two members and the Chair are present, and at least one of the members is a ministerial appointment. The Chair may nominate another Panel member to act in her/his stead at a Panel meeting (or other occasion when he would be representing the Panel), which she/he is unable to attend.

4. Members of the secretariat attend Panel meetings to provide information as required by the Chair and to record the Panel business.

5. The QLTR is entitled to attend Panel meetings and members of the QLTR staff may attend Panel meetings with the agreement of the Chair.

6. Other individuals may on occasion be invited to attend Panel meetings at the discretion of the Chair.

Remit

7. The Panel's role is to advise the QLTR on valuations and allocations of portable antiquities claimed by the Crown. In carrying out its valuation and allocation work in relation to portable antiquities the Panel is to apply the criteria and follow the procedures set out in the Code of Practice. When considering the valuation and allocation of any claimed item, the Panel may recommend disclaiming to the QLTR.

8. The Panel will respond to requests from the QLTR for advice, comment or action.

9. The Panel will respond to requests from Scottish Ministers.

10. The Chair will liaise with other relevant bodies at his discretion.

11. The Panel will, as required by the QLTR, assist in the definition and dissemination of good practice in relation to Scottish portable antiquities and will assist the QLTR in the production of an annual report on the work of the Panel.

Meetings

12. The Panel will normally meet three times a year. Additional meetings may be held if required by the Chair. The Chair has the power to deal with items of business other than at Panel meetings, in urgent and exceptional cases.

13. The Panel and its secretariat will meet annually with the QLTR to review the year's business and discuss items of mutual concern.

Appendix 3

SCOTTISH ARCHAEOLOGICAL FINDS ALLOCATIONS PANEL

ALLOCATIONS OF TREASURE TROVE CASES

April 2008 – March 2009

The following is a list of cases claimed by the Crown and allocated to the museums or museum services indicated. The list comprises cases dealt with by the Panel at its meetings of July 2008 and October 2008 and January 2009 and is organised by the council area in which finds were discovered.

Contact details along with addresses and opening hours for all museums can be found at: www.museumsgalleriesscotland.org.uk

* = case allocated to NMS as the sole bidder with no local bid

** = case allocated to NMS in the absence of any bids at all

ABERDEENSHIRE	Findspot	Museum Allocation	TT.no
Neolithic flint axehead	Port Elphinstone	Aberdeenshire Heritage	100/07
Early historic pin	Boyne	Aberdeenshire Heritage	104/07
Multi-period excavation	Auchenbae	Marischal Museum	112/07
17 multi-period objects	St Combs	Aberdeenshire Heritage	119/07
Prehistoric excavation assemblage	Drumoak	Marischal Museum	04/08
BA polished flint knife	Crathes	Marischal Museum	08/08
Neolithic excavation assemblage	Warren Field	Marischal Museum	47/08
ANGUS			
Medieval seal matrix	Auchmithie	Angus	87/07
Medieval French jeton	Montrose	Angus	92/07
Fieldwalking assemblage	East Ingilston	Angus	105/07
Fieldwalking assemblage	Kinnettles	Angus	106/07
Metal detected assemblage	Kinnettles	Angus	107/07
Metal detected assemblage	Kinnettles	Angus	108/07
ARGYLL AND BUTE			
Stone slab from excavation	Colonsay	Campbeltown	110/07
Neolithic excavation assemblage	Bute	Bute Museum	03/08
EH/Medieval assemblage	Inchmarnock	NMS*	46/08

DUMFRIES AND GALLOWAY	Findspot	Museum Allocation	TT.no
Medieval silver coin hoard	Dumfries	Dumfries	78/07
MBA flanged axehead	Newton Stewart	Stranraer	81/07
Four Roman coins	Annan	Annan	88/07
Neolithic stone axehead	Lockerbie	Annan	97/07
Prehistoric excavation assemblage	Glentroot	Stranraer/NMS	109/07
EBA axehead and IA fastener	Dalbeattie	Stewartry	19/08
Roman coin	Glenluce	Stranraer	24/08
EBA axehead	Dalbeattie	Stewartry	26/08
11 medieval silver coins	Dumfries	Dumfries	31/08
EAST LoTHIAN			
Medieval seal matrix and two coins	Auldham	East Lothian	83/07
Medieval excavation assemblage	North Berwick	East Lothian	05/08
Medieval/post-medieval assemblage	Aberlady	East Lothian	06/08
R-B brooch and IA glass bead	Haddington	East Lothian	18/08
Medieval annular brooch	Longniddry	East Lothian	23/08
Prehistoric/Medieval assemblage	Prestonpans	East Lothian	43/08
Multi-period assemblage	Archerfield Estates	East Lothian	45/08
EDINBURGH CITY			
Neolithic flint scraper	Arthur's Seat	Edinburgh	15/08
Medieval excavation assemblage	Leith	Edinburgh	42/08
FALKIRK			
David I silver cut halfpenny	Falkirk	NMS*	35/08
Roman fieldwalking assemblage	Carriden	Falkirk	48/08
FIFE			
Eight medieval finds	Crail	E Fife	85/07
Alexander silver sterling	Crail	NMS*	89/07
EH silver brooch terminal	Culross	Dunfermline	96/07
Eight medieval/later finds	Crail	E Fife	12/08
Medieval bronze fede ring	St Monans	E Fife	14/08
Bronze Age gold ring	Falkland	E Fife	21/08
Three medieval coins	Crail	E Fife	25/08
GLASGOW CITY			
19th century ceramic assemblage	Glasgow	Kelvingrove	36/08

HIGHLAND

28 medieval/later finds	Dornoch	Inverness	82/07
Eight medieval/later objects	Ardersier	Inverness	87/07
Prehistoric chert scraper	Isle of Skye	Inverness	99/07
Seven medieval/later objects	Beauly	Inverness	117/07
70 medieval/later objects	Cromarty	Cromarty	118/07
Prehistoric excavation assemblage	Raigmore	Inverness	01/08
Medieval seal matrix	Cromarty	Cromarty	09/08
13 multi-period finds	Fortrose	Fortrose	11/08
Three medieval objects	Torbreck	Inverness	22/08
Medieval gilt strap fitting	Rait Castle	Nairn	30/08
IA stone bowl	West Benula	Inverness	32/08
French gold coin of Charles VII	Cawdor	Nairn	33/08
258 multi-period finds	Ardersier	Inverness	34/08
Bronze Age assemblage	Holm Mains	Inverness	40/08
Neolithic assemblage	Cradlehall	Inverness	41/08

MIDLOTHIAN

Bronze Age excavation assemblage	Newbigging	NMS**	02/08
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MORAY

17 multi-period finds	Roseisle	Forres	90/07
51 multi-period finds	Burghead	Elgin	93/07
BA blade and 2 other finds	Urquhart	Elgin	94/07
Roman brooch and pinhead	Burghead	Elgin	95/07

NORTH LANARKSHIRE

IA/Roman material	Croy	Hunterian	38/08
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ORKNEY

Medieval bronze ring	Papa Westray	Orkney	29/08
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PERTH AND KINROSS

17th century Jew's harp	Meikle	Perth	91/07
Neolithic polished stone axehead	Little Glenshee	Perth	113/07
Post-medieval lead seal matrix	Kinross	Perth	114/07
Nine medieval/later objects	Kinross	Perth	116/07
Medieval excavation assemblage	Perth	Perth	10/08
Medieval silver gilt ring	Inchaffray	Perth	28/08
Papal bulla and 2 other finds	Meikle	Perth	101/07

SCOTTISH BORDERS

Medieval gold florin	Jedburgh	Scottish Borders	84/07
Neolithic stone axehead	Eddleston	Peebles	98/07
2 LBA spearheads	Peebles	Peebles	103/07
Prehistoric flint tool	St Abbs	Scottish Borders	16/08
Neolithic/Bronze Age assemblage	Kinegar Quarry	NMS**	44/08

SHETLAND

2 Norse spindle whorls	Unst	Shetland	27/08
Fragment of EH carved stone	Mail	Shetland	20/08

SOUTH AYRSHIRE

Neolithic excavation assemblage	Monkton	Ayr	37/08
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SOUTH LANARKSHIRE

Medieval gold ring	Lamington	Biggar	102/07
Neolithic excavation assemblage	Tinto	Biggar	39/08

WESTERN ISLES

Viking enamelled mount	Galson	Stornoway	17/08
STAC program assemblages	various	Stornoway	49/08

WEST DUNBARTONSHIRE

EBA flanged axehead	Cardross	Kelvingrove	07/08
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Abbreviations

BA	Bronze Age
EBA	Early Bronze Age
MBA	Middle Bronze Age
LBA	Late Bronze Age
IA	Iron Age
EIA	Early Iron Age
LIA	Late Iron Age
EH	Early Historic

NMS National Museums Scotland

Appendix 4

LIST OF FINDERS WHO REPORTED FINDS IN THIS REPORTING YEAR AND WHO HAVE AGREED TO THEIR NAME BEING PUBLISHED

Andrew Cockburn
Jim Crombie
Morton Cullen
Gavin Eastwood
Wayne Gibson
Franz Grimley
Peter Hartley
Mel McKellar
John Mercer
John Morris
Robert Nee
John Wilson

Organisations

AOC (Scotland) Archaeology
CFA Archaeology
Glasgow University Archaeological Research Division (GUARD)
Headland Archaeology
Historic Scotland
Murray Archaeological Services
Rathmell Archaeology
Scottish Urban Archaeological Trust (SUAT)

Appendix 5

LIST OF MUSEUMS WHO ASSISTED WITH REPORTING/ STORING OF FINDS

Museums assisting in the reporting and storage of finds

Aberdeen City Art Gallery & Museum

Aberdeenshire Heritage

Angus Museums

Dumfries Museum

East Lothian Museums

Elgin Museum

Falkirk Museum

Glasgow Kelvingrove Museum

Hunterian Museum Glasgow

Inverness Museum

Kilmartin Museum

Kirkcaldy Museum

Marischal Museum

McManus Galleries, Dundee

Museum of Islay Life, Islay

Museum nan Eilean, Stornoway

National Museums Scotland

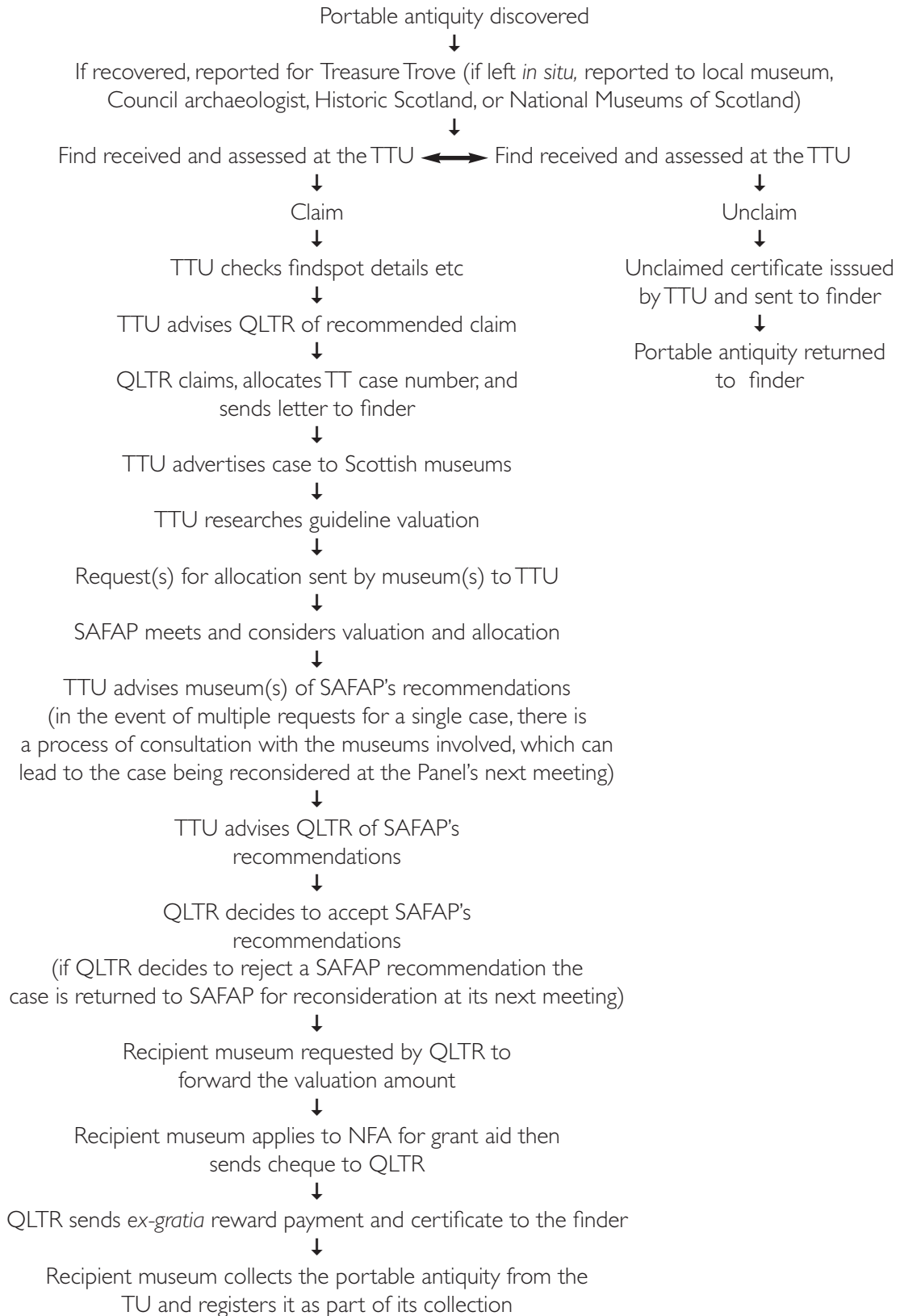
Orkney Museum

Perth Museum

St Andrews Museum

Appendix 6

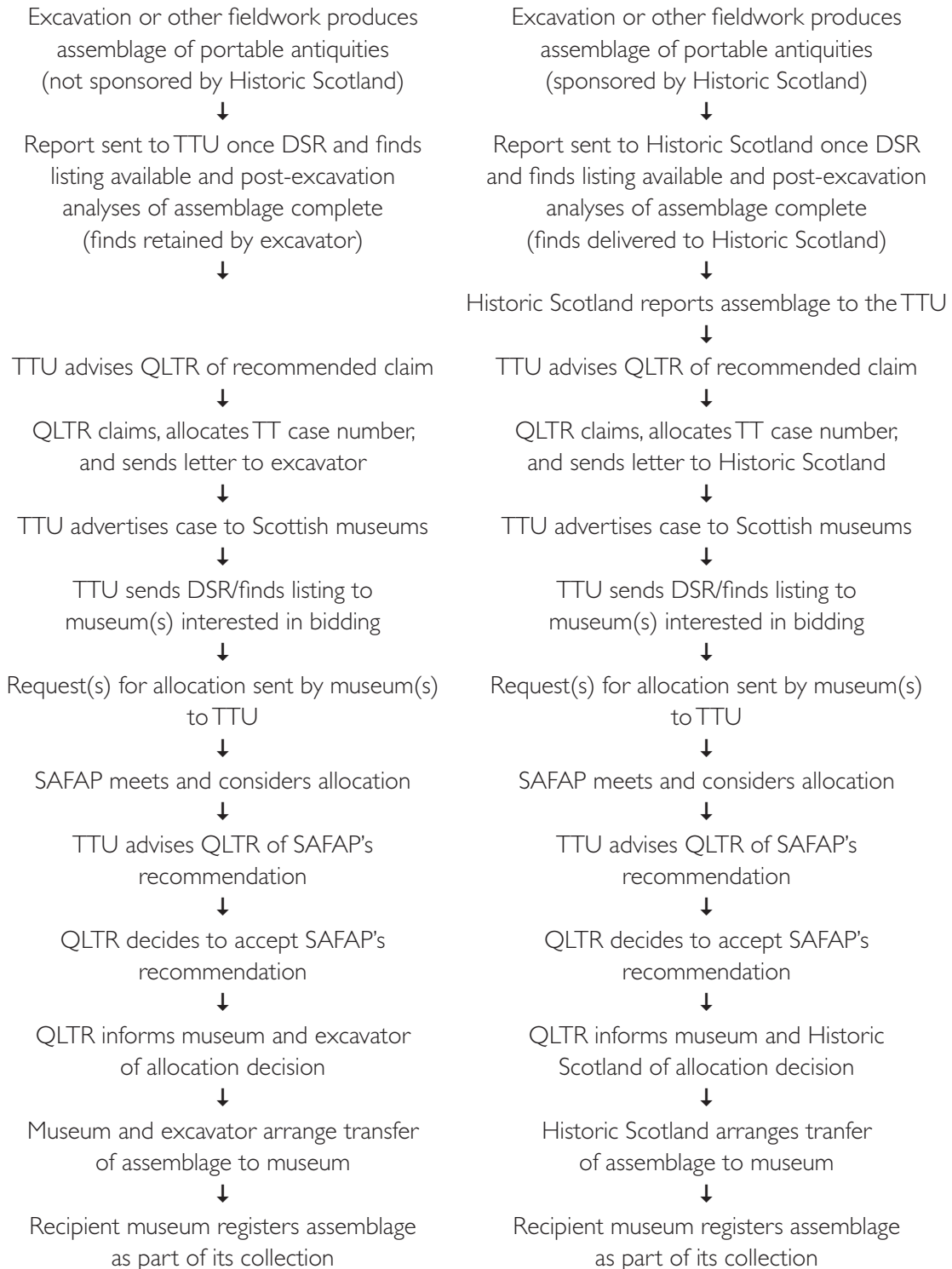
TREASURE TROVE PROCESS FLOW-CHART: CHANCE FINDS



Abbreviations

TTU: Treasure Trove Unit QLTR: Queen's & Lord Treasurer's Remembrancer
 SAFAP: Scottish Archaeological Finds Allocation Panel NFA: National Fund for Acquisitions

TREASURE TROVE PROCESS FLOW-CHART: EXCAVATION ASSEMBLAGES (n.b. there are slightly divergent pathways for assemblages depending on whether or not they derive from projects sponsored by Historic Scotland)



Abbreviations

TTU: Treasure Trove Unit QLTR: Queen's & Lord Treasurer's Remembrancer
 SAFAP: Scottish Archaeological Finds Allocation Panel
 DSR: Data structure report

Appendix 7

TTU CONTACT DETAILS

TREASURE TROVE UNIT
National Museums Scotland
Chambers Street
Edinburgh
EH1 1JF

info@treasuretrovescotland.co.uk

www.treasuretrovescotland.co.uk

Staff (as at August 2009)

Head of Unit – Post vacant

Acting Administrator – Stuart Campbell, Tel no. 0131 247 4355

Temporary Assistant Administrator – Kristjana Eyjólfsson, Tel no. 0131 247 4082

Appendix 8

INFORMATION FOR USERS OF THE TREASURE TROVE SYSTEM

INFORMATION FOR FINDERS

What to do if you make a find

- The Crown is entitled to claim any finds made in Scotland, whether these are made by chance, by metal-detecting, fieldwalking or archaeological excavation and such finds may be claimed as treasure trove
- If you have found a coin and/or object which may be of historical or archaeological interest or importance you must report it for treasure trove assessment
- If you are not sure what type of find should be reported please contact the Treasure Trove Unit ("TTU") for advice in the first instance
- It is important not to dismiss a find if you don't know what it is. The most unpromising find can turn out to be an important missing piece of the past
- The **Case archive** page on the website has examples of recent finds which have been claimed as treasure trove and details of the museums to which they have been allocated

How to report a find

- Download and complete a reporting form from the website
- email it to: info@treasuretrovescotland.co.uk
- or post it to the TTU
- or telephone and ask for a form to be sent to you
- if you have a digital image of the find you have made it is very helpful to include this as an email attachment or as a hard copy along with your form

What will happen next

- The TTU will contact you to acknowledge receipt of your form
- If the find needs to be assessed arrangements will be made with you for the find to be delivered to the TTU
- If the find is not appropriate for further treasure trove assessment you will be advised

Finds which are claimed as Treasure Trove

- The TTU will send you details of the procedures and timescales involved and you will receive a digital image and information on the find
- The QLTR Unit at Crown Office will also write to you to formally claim the find and will give you information regarding a reward

Finds which are not claimed as Treasure Trove

- Finds which are not claimed by the Crown are returned to the finder by the TTU along with an individually numbered certificate stating that the Crown is not exercising its right to claim

Treatment of finds

- Please do not clean or apply substances such as wax or lacquer etc to coins or objects you have found. Rewards will be reduced or waived for finds which have been treated and/or damaged by cleaning or the application of such substances
- Please consult **Treatment of finds** page on the website for information

Illegal removal or disposal of finds from Scotland

- Unauthorised removal or disposal of finds may amount to theft, since finds are the property of the Crown, not the finder or landowner. Please consult the **Legal position** page on the website

Use of a metal detector in Scotland

- Finds made in Scotland using a metal detector must be reported for treasure trove assessment
- Under Section 42 of the Ancient Monuments and Archaeological Areas Act (1979) it is a criminal offence to use a metal detector on a scheduled ancient monument or a monument in the guardianship of the State
- It is also an offence to remove from such a monument, any object of archaeological or historical interest found using a metal detector

INFORMATION FOR MUSEUMS

Advertising of new Treasure Trove cases

- New cases will be advertised on the Treasure Trove website on the **Information for Museums** page
- New cases will also be advertised in the Museums Galleries Scotland e-bulletin *Connect*.

Bidding for Treasure Trove cases

- Museums should request case details from the TTU for any case they wish to bid for
- Museums intending to bid for Treasure Trove cases should submit these in accordance with the **Code of Practice**
- All bids must be submitted on the standard **application form** (downloadable from the website)
- Deadlines for submitting bids will be notified on the website and in the MGS bulletin

Submitting finds for Treasure Trove assessment

- All finds submitted to the TTU should be accompanied by a **reporting form** (downloadable from the website)

Collection of allocated Treasure Trove finds

- Museums should make arrangements with the TTU to collect finds once payment has been made to the QLTR Unit at the Crown Office
- Please give 48 hours notice to TTU staff

Loans of unallocated Treasure Trove for display

- Museums wishing to borrow unallocated Treasure Trove material for display are requested to complete a **museums loan form** (downloadable from the website) and return it to the TTU

National Fund for Acquisitions

- Museums may be eligible to apply for a grant towards the purchase of treasure trove allocations from the National Fund for Acquisitions. Further details are available on the website

TREASURE TROVE UNIT (TTU)
NATIONAL MUSEUMS SCOTLAND
CHAMBERS STREET
EDINBURGH
EH1 1JF

Email: info@treasuretrovescotland.co.uk

Website: www.treasuretrovescotland.co.uk

INFORMATION FOR ARCHAEOLOGY UNITS AND OTHER FIELDWORKERS

At present all assemblages made through archaeological excavation or other types of fieldwork in Scotland are claimed by the Crown and allocated to Scottish Museums. Any change in this practice will be notified on the website.

How the Treasure Trove system operates

- Guidance on Treasure Trove procedures for Fieldwork units is downloadable from the website on the **Information for Units** page

How to report assemblages

- All finds recovered in the course of archaeological fieldwork in Scotland must be reported to the TTU. A **fieldwork reporting form** is downloadable from the website

Removal of finds from Scotland

- Archaeology Units or fieldworkers wishing to remove finds from Scotland must complete a **Unit Loan application form** downloadable from the website
- Please read the section on the legal implications of the export of finds from Scotland

Reporting to Historic Scotland (ex Finds Disposal Panel)

- Individuals, archaeology units or other organizations undertaking fieldwork funded by Historic Scotland which results in the recovery of artefacts should continue to report to Historic Scotland as previously

- The TTU will then liaise with Historic Scotland regarding the processing of fieldwork cases through the Treasure Trove system
- Museum storage grants for assemblages from Historic Scotland funded projects will continue to be available from Historic Scotland

Appendix 9

Standard reporting form for chance Finds



Treasure
Trove

DECLARATION OF FINDS FOR TREASURE TROVE ASSESSMENT

Finder's name: _____

Address: _____

Town: _____ Postcode: _____

County/Region: _____ Contact tel: _____

Description of find(s):
(eg coin/axehead/unidentified) _____

Date object found: _____

Findspot of object: _____ Grid Reference: _____
(give 2 letters followed by 6 digits)

Nearest town/village: _____ County/region: _____

Method of discovery

Discovered by metal-detecting Yes/no (please indicate) _____

I have landowners permission Yes/no (please indicate) _____

Discovered by chance Yes/no (please indicate) _____
(eg whilst walking, ploughing, etc)

Being declared for other reasons Yes/no (please indicate) _____
(eg house clearance)

Please give information on current and/or previous land use, or on previous finds from the findspot which you think may be relevant:

Declaration

I confirm that I am the finder of the object(s) declared above

Name: _____

Please return this form to:

Treasure Trove Unit
National Museums Scotland
Chambers Street
Edinburgh EH1 1JF
Tel: 0131 247 4082/4355
email: info@treasuretrovescotland.co.uk

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