OLTR
Queen's & Lord Treasurer's Remembrancer

treasuretrove
in Scotland
REPORT BY QUEEN'S AND LORD TREASURER'S REMEMBRANCER

2011/2012

Treasure Trove

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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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QLTR Queen's & Lord Treasurer's Remembrancer

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

It is a great privilege to hold the office of Queen's & Lord Treasurer's Remembrancer. One of my most enjoyable responsibilities is delivery of Scotland's fair and transparent system of managing Treasure Trove finds. It is a particular pleasure to introduce this report setting out information on finds in 2011/2012.

The pages of this report demonstrate the simply astounding quantity and variety of items of national historical interest that have been submitted to the Treasure Trove Unit (TTU) over the past year.

In addition to my very hard working staff in the QLTR Office there are many people I wish to thank sincerely for their contributions to the TT system over the last 12 months.

There would be no Treasure Trove without the numerous public spirited finders who submit items in the condition they found them. That ensures items are not imperilled by being kept in an unsuitable environment or harmed by inappropriate cleaning but handed over for professional assessment and care. Finders also provide vitally important details of the 'find spots' allowing contextual consideration of the items. Metal Detectorist clubs play an important part, commending such good practice to their members.

The staff in TTU have the enormous task of cataloguing all finds reported and arrange for those with the potential to be claimed for the nation to be considered by the experts who make up The Scottish Archaeological Allocation Finds Panel. In addition to the efficient and effective service they deliver to SAFAP they also update individual finders on the status of their find.

SAFAP members give up their own time to attend meetings and consider finds, recommending what should be claimed, which bidding museum each claimed find should be allocated to and also set the ex gratia amount that museum should pass to QLTR office, who then send it to the finder.

I am particularly indebted to Professor Ian Ralston who stepped down towards the end of the year from the position of Chair of SAFAP after 7 years and 7 months. During that time in addition to giving freely of his professional expertise he greatly contributed to the production of the Code of Practice http://www.scotland.gov.uk/Publications/2008/12/04114930/0 and numerous other improvements as well as sharing his boundless enthusiasm for the finds and the Scottish system. We welcomed Dr Evelyn Silber as Chair in January 2012 and she has wasted no time in planning further improvements.

National Museums Scotland, in addition to bidding for items of national importance, houses the TTU office offering easily accessible sources of significant expertise to the staff of TTU and provides support to the Scottish museums sector to which treasure trove objects are allocated.

Working together ensures that we can achieve the best outcomes possible in relation to all the finds. There is no doubt that Treasure Trove contributes greatly to our understanding of the history of Scotland over the centuries while the preservation of the items claimed in local museums and NMS allows everyone to catch a glimpse of how our ancestors lived. I hope you enjoy the selection of items that have been photographed for this report and find the information it contains as fascinating as I do.

Catherine Dyer

Queen's and Lord Treasurer's Remembrancer
31 May 2012

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 2011 to 31 March 2012.

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.

REPORT BY THE CHAIR OF SAFAP

4. During the year the Panel received reports on 79 groups of chance finds and 112 assemblages allocating 166 and disclaiming 25 working in accordance with the Panel guidelines and supported by the expertise and dedication of its own members, the Treasure Trove Unit at NMS and the QLTR. The Panel met three times (31 August and 12 December 2011 and 15 March 2012) and on 11 November for the annual review with the QLTR.

There were major changes of personnel during the year and, on behalf of their colleagues and those who have benefitted from their labours, I thank them most warmly for all they have contributed to the conservation and care of Scotland's archaeological heritage. Several have stepped down after giving years of dedicated service and applied expertise to Treasure Trove. First and foremost of these is Professor Ian Ralston, who chaired the Panel from its inception in April 2005 as well as serving for a year on its predecessor body, the Treasure Trove Advisory Panel. He stood down at the end of his term of office in December and I am his successor as Chair of the Panel. Another still longer serving Panel member Dr Alison Sheridan left the Panel in April 2011; there, as Curator of Archaeology she represented the National Museums of Scotland. She has been succeeded by Jilly Burns, the Museum's National Partnerships Officer. Jane Robinson, who had represented Museums Galleries Scotland since 2004, enriching its deliberations with her knowledge of conservation and the Scottish museum sector, resigned from the Panel in March 2012 and has been succeeded by Gillian Findlay. Finally, as reported last year, John Urquhart was appointed the new lay member of the Panel and joined it in April 2011. I welcome all the new members and look forward to working with them on the Review, on allocation recommendations and on refinements and improvements in the Treasure Trove system to be recommended to QLTR.

As always the Panel is greatly indebted to the expertise of the TTU which is now once again up to strength. The former Assistant Administrator, Stuart Campbell, was appointed Head of TTU after an open competition; he was joined in autumn 2011 by Natasha Ferguson. We congratulate both of them on their appointments which have had an immediate impact on the processing of finds, the revision of the website and in the extent of outreach work. Meeting with local metal detectorists, archaeologists and academics and running road shows is vital not only to promoting

the work of the Treasure Trove system but also to meeting and listening to those working in the field. The result has been a doubling of the number of reported finds compared with last year. The Panel is also indebted to Dr Donal Bateson, curator of numismatics at the Hunterian, who is currently, on a temporary basis, supporting TTU with advice on all numismatic finds.

Catherine Wilson, Assistant Solicitor to the QLTR who regularly attended Panel meetings and provided invaluable advice on Treasure Trove and Freedom of Information, has retired in February 2012. Andrew Brown, Solicitor to the QLTR, has carried out invaluable liaison and review work with the TTU and NMS to clarify roles and responsibilities and to begin work on the Review.

The Panel considered the implications for treasure trove of the Scottish Law Commission's Discussion Paper on Prescription and Title to Moveable Property to inform the QLTR's response to the Commission. The Panel will look at the Commission's final recommendations in its recently issued Report with interest. Among the most exciting finds in the past year have been the medieval seal matrix set with a Roman intaglio, from Doune, and an Early Bronze Age halberd from Dumfries and Galloway, both of which feature in the Interesting Cases section in this report. However, among the matters giving rise to concern and which have been reported previously, is the volume of assemblages reported and the high percentage of these being disclaimed either because of lack of significant finds or as a result of limited museum capacity or both. We are keenly aware of the backlog of assemblages which were awaiting decisions and I am happy to report, that with the Unit up to strength the backlog has been cleared at the time of writing. Useful discussions are also taking place with Historic Scotland and the National Museum of Scotland on other means to improve excavation briefs and communication between excavators and potential recipient museums prior to their submission to TTU, and to accelerate reporting and processing of assemblages.

The pressure on resources is apparent in this sector as in all others and there is a worry that some important finds risk being disclaimed, not for want of heritage significance but for lack of financial resources to fund ex-gratia payments, space to accommodate material or, in the case of local museums without specialist staff, to make claims at all. The result could be the loss to Scotland's heritage of some historically, contextually and aesthetically important material.

Communication is a vital issue and increasing use will be made of the Treasure Trove website which is currently being re-formatted to be more user-friendly, to handle reporting and claims electronically. At the same time Stuart and Natasha have developed a programme of outreach meetings and visits to meet specific groups, notably the Ayrshire Research and Detecting Group and a finds day in collaboration with Dundee Museum. We will bring consideration as to whether it might be possible for SAFAP to have one of its meetings out with Edinburgh which would also provide an opportunity to engage with local stakeholders. Listening to users of the TT process is all the more important since we are beginning the due review of the TTU process with a view to improving clarity, speed and communication and thus the ease of use and satisfaction of all those engaged with the discovery, understanding and public presentation of Scotland's archaeological patrimony.

Evelyn Silber
Chair of the Scottish Archaeological Finds Allocation Panel

INTERESTING CASES

5. The following objects represent a selection of Treasure Trove cases allocated to museums by the Crown during the period April 2011 to March 2012 and follow in broad chronological sequence from prehistoric to modern periods.

TT.38/11
Medieval (c.1200) silver seal matrix set with Roman intaglio, Doune, Stirling.

Seal matrices were used to impress wax seals on documents, sealing an agreement in a literal and physical way. Like many this bears the owner's name, Thomas de Lorie, although it has not been possible to track this individual down in contemporary documents. This object belongs to a select and significant group of similar seals, all of which reuse Roman gems and it is likely that these gems were not found by happenstance, but sourced directly from the Mediterranean world. The popularity of seal matrices like this reflects the 12th century rediscovery of ancient Greek works, and a growing awareness and appreciation of the Classical past. To a man such as Thomas his seal would have marked him as a cultured and learned individual and one aware of wider cultural and intellectual trends.

TT.45/11
12th century silver penny of William the Lion, Wester Balgeddie, Perth & Kinross.

This is a significant addition to a class of early Scottish coinage which is still poorly understood. The first Scottish coinage was struck under David I and those of William are equally significant both in the implementation of a monetary economy and in providing an everyday symbol of royal authority. This example was struck by the moneyer Folpold in the burgh of Roxburgh, and only one other example of this striking is in a public collection (the National Museums Scotland) while perhaps three others are known in private collections, having been found in England.

TT.49/11
Medieval Zoomorphic spur, Lanton, Scottish Borders.
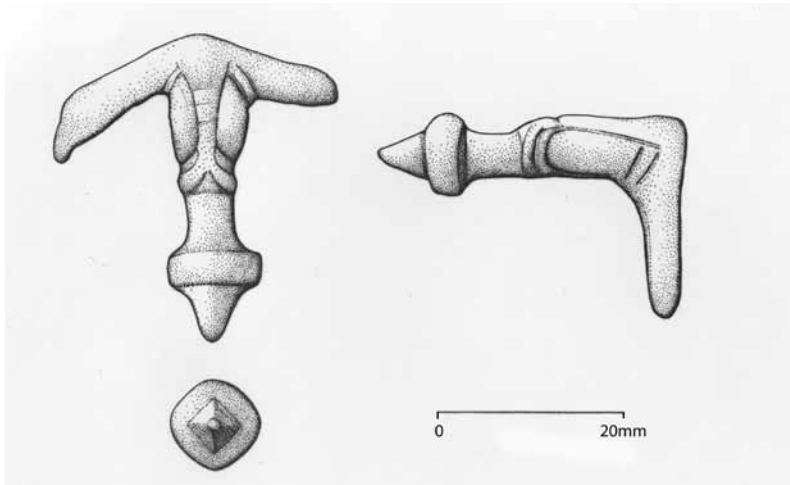
This spur is unusual both in size – which might suggest it was designed for a child – and in the design, with the goad of the spur depicted as projecting from the mouth of an animal head. While a small group of similar Anglo-Saxon spurs are known this form of spur was commonly in use from the mid-12th to early 13th century at a point when simpler prick spurs were replaced by the rowel spur still in use today. When in use the spur would give the impression of the tongue of the creature lashing the flanks of the horse, an appealing visual joke of a type common in medieval metalwork.

TT.54/11
Post-medieval trade weight set, Fortrose, Highland.

A complete trade weight set of the type commonly used by merchants; this example was made in Nuremberg shortly after the Union of 1707 and is one of a number of similar imported sets (see also TT.54/11 in allocations list) found in Scotland. None of these sets appear to have been intended for Scottish use, and this example is calibrated for the Frisian city of Emden (now part of Germany). In the strictest sense, these sets would not have been legal to use in the tightly controlled burghs of Scotland and they are commonly found on the sites of markets or the fringes of burghs. Such finds indicate perhaps the type of unruly free enterprise which existed outside the tightly regulated confines of the burghs, made possible by the cheap and easily transportable goods which flowed through European trade networks.

TT.55/11
15th century gilt and copper alloy strap end,
Crichton, Midlothian.

A substantial cast strap end, heavily gilded and decorated with the face of Christ. The use of religious imagery on belt mounts and fittings is a particular trend in the 15th century, and this object belongs to a wider category of everyday personal objects used to express the religious devotion of the wearer. As such, it is an excellent example of what might best be termed a popular culture of religious display which became increasingly rare as the Reformation of the 16th century gathered force.

TT.57/11
Roman eagled headed terminal, Selkirk, Scottish Borders.
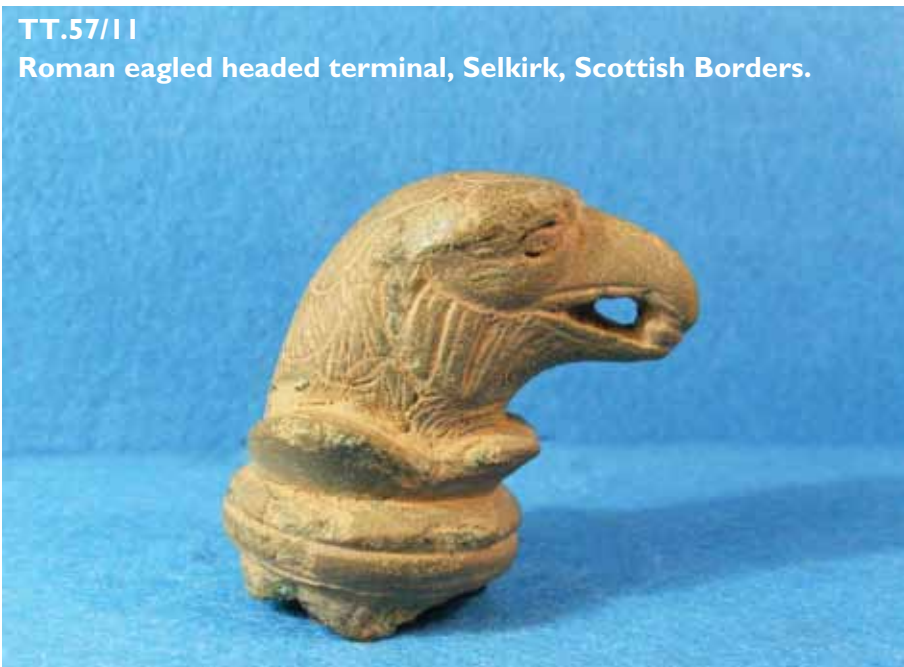
A copper alloy mount cast in the shape of an eagle head, the sacred bird of Juno. The eagle is depicted emerging from a flower with a berry held in the beak and was intended as a symbol of good luck or fertility. Mounts of this type were used on the supporting frames of Roman wagons and this is the first such mount from Scotland, with only a small number known from Britain.

TT.69/11
Bronze Age flanged axehead, Wanlockhead, Dumfries & Galloway

This find typifies the form of axehead used in north Britain from the 15th to the early 12th centuries BC and can be found throughout Scotland and northern England. Unlike many earlier or later Bronze Age finds axes like these were tools, not weapons, and they appear to be losses rather than having been deposited through practices such as hoarding or ritual offerings. Unusually this example was recovered from a stream bed while the finder was panning for gold.

TT.70/11
Early Bronze Age halberd, Kelton, Dumfries & Galloway

Halberds are one of the most striking artefact types of the Early Bronze Age. These distinctive blades of copper, or more rarely, bronze, are found across much of Europe and in the British Isles, and appear from around 2500BC until around 2000BC. Their exact function, whether as weapon or ritual object, remains open to debate. This example is missing the tip and shows some damage around the rivet holes and point where it would be fixed to the shaft. Analysis of the metal indicates that the blade is made from copper imported from the Ross Island mines in Ireland.

TT.72/11
Medieval crucifix mount, Dechmont, West Lothian

The terminal mount from a church altar cross, pictured left in this image. This find was made in the same location as an earlier find (TT.58/10) also pictured here. Taken together both objects form the metal decoration of a crucifix arm of the type made in the French workshops of Limoges around 1200 and which were imported to Scotland for use in churches and private family chapels. The careful record made by the finder of the earlier find spot allows the two objects to be associated together and is a good example of how recording of finds can add to the details and interpretation of objects.

TT.73/11 Medieval figurine and associated finds, Dunkeld, Perth & Kinross

A substantial cast copper alloy figure of Christ from a processional or altar cross. The figure is crowned and clothed in a knee length perizoma knotted centrally at the waist. The clothing and appearance of the figure would suggest a mid-12th century date and in stylistic terms the figurine can be paralleled by numerous examples from Scandinavia and Germany. The distortion of the arms suggests the figure has been wrenched from the cross to which it was originally attached. This, and the find spot – which is close by the Cathedral of Dunkeld – raises the question of whether such finds represent the destruction of the Reformation or merely the disposal of discarded church metalwork. The background scatter of medieval and later objects also shown here is usually indicative of refuse disposal and may suggest the latter.

TT.80/11
17th century gold ring, Cullen, Moray

Plain rings of this sort were usually given as wedding rings, personalised by the addition of an inscription inside the hoop. The inscriptions usually reflect either one of two sentiments, either playful and affectionate in nature, or tending towards the pious and religious. This example follows the latter course, being inscribed with the austere sentiment '+The + Lord + is + my + helper+'. This is not merely pious, but is a direct quotation from Hebrews 13:6 of the King James Bible. Biblical quotations on objects of this period are few in number and a useful comparison might be to the Covenanter tokens held by National Museums Scotland which bear similar verses. As such this ring might best be summed up as piety with a political edge.

TT.138/11
Neolithic axehead, Crook of Devon,
Perth & Kinross

This is an impressive and sizable specimen, and with the exception of some damage to the blade, it is in perfect condition. Neolithic axeheads ranged from functional tools to ritual objects, and this example is firmly in the latter category; it was discovered in a peat bog, commonly the sort of 'liminal zone' used in prehistory to make religious or ritual offerings. In both shape and colour the axehead bears a passing resemblance to the Alpine axeheads being brought into Britain at this time, but not sufficiently so as to suggest that it is a deliberate copy of an Alpine type.

TT.141/11
Roman mount in the shape of a lion,
Castlecary, Falkirk
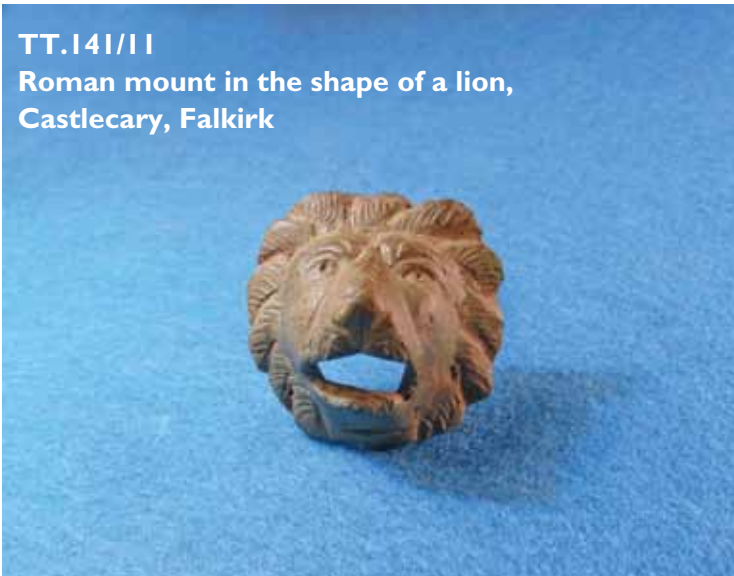
Mounts of this sort have adorned caskets or boxes, although similar decorative features can also be found on bronze vessels. The mount is plainly, though expertly, made and is a useful addition to the various finds made around the complex of Roman sites at Castlecary, indicating both the range and extent of activity around the Roman forts and their associated structures.

TT.143/11
Medieval silver gilt finger ring, Ballinbreich, Fife

A large silver finger ring, still bearing traces of gilding. Rings of this type are known as fede rings in reference to the clasped hands on the bezel and were commonly given as wedding rings or as a sign of affection. The ring is engraved around the hoop with the inscription 'IHESUN' in Lombardic script. This is a contraction of 'IhesusNazarenus Rex Ioderum' (or 'Jesus of Nazareth, King of the Jews'), commonly thought to protect the wearer against violent death. Use of this inscription is particularly common on jewellery found in late 13th and early 14th century Scottish hoards and this ring can be dated to perhaps 1350-1400. The ring is unusual in having a setting for a stone on the bezel although given the date it is likely this held glass rather than a gemstone.

STATISTICS

6. Appendix 3 lists the finds claimed as Treasure Trove, with information as to each find spot and where the item found was allocated in 2011 to 2012. In the period covered by this report there were 165 finders who reported finds to the Treasure Trove Unit. A list of these finders whose items were claimed and 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.

7. In the period covered by this report, there were 152 claimed Treasure Trove cases, 87 unclaimed cases and 25 disclaimed cases. The total sum paid in respect of ex gratia awards was £36,535. Individual payments ranged from £15 to £6,000. In 5 cases the finders chose to forgo their *ex-gratia* award. Only individuals making finds in their private capacity are considered for an ex-gratia award. Participants in archaeological interventions including fieldwalking and excavation are not eligible for an award.

THE WORK OF THE TREASURE TROVE UNIT

8 In the period covered by this report the Treasure Trove Unit dealt with 2045 individual finds and as well as those case claimed or disclaimed, dealt with another 119 public enquiries regarding chance finds. The Treasure Trove Unit carried out 12 major outreach events in this period. These included investigatory fieldwork at hoard sites, attendance at metal detecting events and rallies and organising finds identification days at local museums. This activity has helped raise awareness of the Treasure Trove system both amongst the general public and metal detector users and has resulted in a 100% increase in cases reported to the TTU.

TTU staff carry out excavations at the site of a coin hoard in concert with the finders

TTU staff at a finds identification day organised with Dundee Museum

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 *ex-gratia* award 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 amounted to around £80,000. These costs are met by grant-in-aid from the Scottish Government to the National Museums of Scotland, which houses the TTU.

CONTACT DETAILS OF TTU

11 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

12 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

13 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 Office (COQLTR@copfs.gsi.gov.uk).

Queen's and Lord Treasurer's Remembrancer Office
Unit 5
14a South St Andrew Street
Edinburgh, EH2 2AZ

31 May 2012

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

Appendix 4 – List of Finders who reported finds in this reporting year and who have agreed to their name being published

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 31 May 2012)

Appendix 8 – Information for users of the Treasure Trove system

Appendix 9 – Standard reporting form for chance Finds

Appendix 1

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 National Museums 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 (from 1 January 2012)

Dr Evelyn Silber, Hon. Professorial Research Fellow in the History of Art at the University of Glasgow

Dr Evelyn Silber is a former Director of the Hunterian, University of Glasgow, also of Leeds Museums and Galleries, and Assistant Director at Birmingham Museums and Galleries. From 2006-2009 she was a member of the Historic Environment Advisory Council for Scotland. A historian and art historian by training, originally specialising in medieval manuscript illumination, she has considerable experience of the issues around the acquisition, conservation and presentation of archaeological and numismatic material and the care and presentation of medieval sites for the enjoyment and understanding of the public. Evelyn has lived in Glasgow for 10 years and is involved in several local heritage and cultural tourism projects, including Chairmanship of the Charles Rennie Mackintosh Society.

Former Chair (to 31 December 2011)

Professor Ian Ralston OBE, School of Arts Culture & Environment, University of Edinburgh (from 1 April 2011 to 31 December 2011)

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 (Member to March 2012)

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.

Gillian Findlay, Collections Development Manager, Museums Galleries Scotland (Member from March 2012)

Gillian Findlay represents Museums Galleries Scotland, the lead body for funding, development and advocacy for over 340 museums and galleries in Scotland. As Collections Development Manager she works with museums across Scotland and stakeholders from around the UK to support and improve the quality of collecting and collections management.

**Dr Alison Sheridan, Head of Early Prehistory, National Museums Scotland, Edinburgh
(Member to April 2011)**

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.

Jilly Burns, National Partnerships Manager, National Museums Scotland (Member from 31 August 2011)

Jilly Burns is the National Museums Scotland representative on the panel. As National Partnerships Manager, she is responsible for the National Programme, which manages and develops the organisations support and collaboration with the wider museum sector in Scotland.

Members

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

Neil Curtis is responsible for museums in the University of Aberdeen, including Scottish history and archaeology, and is also 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. He is Convenor of University Museums in Scotland, an Associate of the Museums Association and Secretary of the North-East Section and Vice-President 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.

John Urquhart

John Urquhart was appointed as the lay member of the panel from 1 April 2011. A lawyer and tribunal chairman, he is an enthusiastic amateur archaeologist, currently serving as Hon. Treasurer of Edinburgh Archaeological Field Society, and as such is an advocate for community archaeology. He has worked on numerous digs and geophysical surveys in Scotland, without ever making a find worthy of treasure trove, and has visited archaeological sites in various parts of the UK, Europe, North, Central and South America, and Asia.

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 usually 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

ALLOCATIONS OF TREASURE TROVE CASES

April 2011 – March 2012

Local Authority Area	Find spot	Museum Allocation	TT.no
ABERDEENSHIRE			
Neolithic/Bronze Age excavation	Inverurie	NMS*	26/11
Prehistoric (Neolithic and Bronze Age) excavation assemblage	Peterhead	Aberdeen University Museums	98/11
Prehistoric excavation assemblage	Oldmeldrum	Aberdeenshire Museums Service	121/11
Excavation assemblage	Robert Gordon Garthdee Campus	Aberdeen University Museums	124/11
Medieval silver finger ring	Banff	Aberdeen University Museums	142/11
ANGUS			
Medieval/post-medieval excavation assemblage	Aberlemno	Angus	11/11
Medieval/post-medieval excavation assemblage	Montrose	Angus	12/11
Roman brooch	Montrose	Montrose	77/11
Prehistoric to Medieval excavation assemblage	Friockheim	Arbroath Museum	102/11
Prehistoric, medieval and post-medieval excavation assemblage	Carnoustie	Arbroath Museum	113/11
14 medieval & late objects	East Haven	Arbroath Museum	135/11

ARGYLL & BUTE	Find spot	Museum Allocation	TT.no
Early medieval/post-medieval excavation assemblage	Isle of Mull	Mull	16/11
Bronze Age excavation assemblage	Campbeltown	Kilmartin	29/11
Early Bronze Age halberd	Isle of Bute	NMS*	71/11
2 medieval objects	Islay	Museum of Islay Life	83/11
Medieval, post-medieval and modern excavation assemblage	Loch Fyne	Kilmartin House	99/11
Excavation assemblage	Colonsay and Oronsay	Campbeltown Museum	126/11
CLACKMANNANSHIRE			
Roman finger ring	Tullibody	NMS**	40/11
DUMFRIES AND GALLOWAY			
19th century excavation assemblage	Kirkbean	Dumfries	23/11
Prehistoric excavation assemblage	Glenluce	Stranraer	27/11
Roman excavation assemblage	Drumlanrig Fort	Dumfries	15/11
Late Bronze Age sword blade fragment	Collin	Dumfries	68/11
Bronze Age flanged axehead	Wanlockhead	Dumfries	69/11
Early Bronze Age halberd	Kelton	Dumfries	70/11
3 Roman/Iron Age objects	Dalswinton	Dumfries	81/11
Roman lead weight	Townhead	Dumfries	82/11
Prehistoric, post-medieval and modern excavation assemblage	Lockerbie	Annan Museum	100/11
Early Historic – medieval excavation assemblage	Whithorn	Stranraer Museum	122/11
DUNDEE CITY			
18th-19th century excavation assemblage	Dundee	McManus Museum	2/11
Late medieval to modern excavation assemblage	Dundee	McManus Museum	3/11

EAST LOTHIAN	Find spot	Museum Allocation	TT.no
Medieval seal matrix	Prestonpans	East Lothian	46/11
Medieval harness pendant	Prestonpans	East Lothian	48/11
Fragment of Late Bronze Age axehead	Prestonpans	East Lothian	66/11
Assemblage of musket balls	Prestonpans	East Lothian	84/11
Battlefield artefact	Prestonpans	East Lothian	85/11
Battlefield artefact	Prestonpans	East Lothian	86/11
Battlefield artefact	Prestonpans	East Lothian	87/11
Battlefield artefact	Prestonpans	East Lothian	88/11
Battlefield artefact	Prestonpans	East Lothian	89/11
Medieval, post-medieval and modern excavation assemblage	Aberlady	East Lothian	92/11
Medieval to modern excavation assemblage	North Berwick	East Lothian	103/11
19th - 20th century excavation assemblage	Prestonpans	East Lothian	123/11
Post medieval excavation assemblage	Prestonpans	East Lothian	129/11
EDINBURGH CITY			
Post-medieval excavation assemblage	Leith	Museum of Edinburgh	4/11
19th century excavation assemblage	Duddingston	Museum of Edinburgh	6/11
Post-medieval excavation assemblage	Edinburgh	Museum of Edinburgh	28/11
Roman brooch & coin	Craigmillar	Museum of Edinburgh	44/11
Neolithic excavation assemblage	South Queensferry	Museum of Edinburgh	130/11
FALKIRK			
Neolithic Axehead	Larbert	Falkirk	64/11
2 Roman objects	Castlecary	Falkirk	141/11
Post-medieval seal matrix	Castlecary	Falkirk	145/11

FIFE	Find spot	Museum Allocation	TT.no
Late 18th-20th century excavation	Kirkcaldy	Fife	7/11
8 post-medieval objects	Burntisland	Fife	42/11
Ring-headed pin & 3 other finds	Culross	Fife	43/11
17th century weight set	Leslie	Fife	50/11
3 medieval finds	Crail	Fife	51/11
Medieval annular brooch	Falkland	NMS**	76/11
19 medieval & later objects	Crail	Fife	134/11
2 medieval objects	Balmerino	Fife	136/11
7 medieval & later objects	Crail	Fife	140/11
Medieval silver finger ring	Newburgh	Fife	143/11
GLASGOW CITY			
Medieval and 19th/20th century excavation assemblage	Paisley	Kelvingrove	9/11
Medieval and 19th/20th century excavation assemblage	Paisley	Kelvingrove	10/11
19th century excavation assemblage	Glasgow	Glasgow Museums	127/11
HIGHLAND			
Iron Age excavation assemblage	Applecross	NMS*	13/11
Prehistoric and post-medieval excavation	Lochaber	NMS*	30/11
11 medieval coins & objects	Belladrum	Inverness	41/11
A post-medieval weight set	Rosemarkie	Groam House	54/11
Late Bronze Age socketed axehead	Kiltarlity	Inverness	61/11
Bronze Age flat axehead	Inverness	Inverness	65/11
Medieval anchor	Camuscroise Bay	Skye Museum of Island Life	91/11
Early Neolithic excavation assemblage	Castle Stuart Golf Links	Inverness	97/11
Prehistoric (including Late Bronze Age) excavation assemblage	Portree	Museum of the Isles	104/11
Medieval harness pendant	Cromarty	Inverness	139/11

MIDLOTHIAN	Find spot	Museum Allocation	TT.no
A gilded medieval strapend	Crichton	NMS	55/11
An Anglo-Saxon strapend	Crichton	NMS	56/11
Medieval graveslab	Temple	NMS	58/11
Medieval silver finger ring	Fala	NMS	152/11
MORAY			
5 Bronze /Age Iron Age objects	Burghead	Elgin	31/11
Medieval Gold finger ring	Burghead	Elgin	32/11
65 medieval & later objects	Burghead	Elgin	33/11
65 medieval & later objects	Clarkly Hill	Elgin	34/11
Neolithic Axehead	Keith	Elgin	67/11
17th century posy ring	Cullen	Aberdeen University Museum	80/11
Mesolithic to Medieval (particularly Bronze Age) excavation assemblage	Elgin	Elgin	107/11
Post-medieval amulet	Dufftown	Falconer Museum	137/11
NORTH AYRSHIRE			
Assemblage of stone artefacts	Isle of Arran	Arran Museum	90/11
Modern (19th century) excavation assemblage	Millport	Kelvingrove	132/11
ORKNEY			
Neolithic mace head	Firth	Orkney	60/11
PERTH AND KINROSS			
3 medieval & later finds	Inchaffray	Perth	37/11
Medieval silver penny	WesterBalgedie	Perth	45/11
A medieval silver finger ring	Kinross	Perth	53/11
2 Bronze Age objects	Loch Leven	Perth	62/11
Neolithic Axehead	Aberuthven	Perth	63/11
9 medieval & later objects	Dunkeld	Perth	73/11
Papal bulla & lead patron	Coupar Angus	Perth	74/11
Iron Age harness fitting	Pitroddie	Perth	75/11
Post-medieval silver dress fitting	Scone	Perth	79/11
Neolithic axehead	Crook of Devon	Perth	138/11
RENFREWSHIRE			
Paisley Abbey Drain	Paisley	Paisley	125/11

SCOTTISH BORDERS	Find spot	Museum Allocation	TT.no
Medieval zoomorphic spur	Lanton	NMS**	49/11
A Roman Eagle headed terminal	Selkirk	NMS**	57/11
Roman Brooch	Roberton	NMS**	47/11
Iron Age strap fitting	Cortleferry	NMS**	78/11
Roman weight	Newstead	Trimontium Trust	146/11
Iron Age terret	Melrose	Trimontium Trust	147/11
Roman brooch	Oxton	Scottish Borders Museums	148/11
Anglo-Saxon strap end	Melrose	Scottish Borders Museums	149/11
Roman brooch	Melrose	Scottish Borders Museums	150/11
Roman seal box lid	Philiphaugh	Scottish Borders Museums	151/11
SHETLAND			
Iron Age stone disc	Virkie	Shetland	59/11
SOUTH LANARKSHIRE			
Cup & ring marked stone	Dunsyre	Biggar	135/11
Bronze Age excavation assemblage	Crawford	Biggar	101/11
18th – 20th century excavation assemblage	Carnwath	Biggar	120/11
STIRLING			
A medieval intaglio seal matrix	Doune	NMS**	38/11
18 medieval & later objects	Doune	NMS**	52/11
WESTERN ISLES			
Prehistoric excavation assemblage	Isle of Barra	Stornoway	14/11
Neolithic excavation assemblage	Berneray Causeway	Stornoway	20/11
Iron Age excavation assemblage	North Uist	Stornoway	21/11
Neolithic excavation assemblage	North Uist	Stornoway	22/11
Iron Age excavation assemblage	Dun Carloway, Isle of Lewis	Stornoway	1/11
263 Prehistoric objects	North Uist	Stornoway	36/11

WEST LOTHIAN	Find spot	Museum Allocation	TT.no
Medieval enamelled crucifix mount	Dechmont	West Lothian	72/11
Prehistoric to Modern excavation assemblage	Multiple sites	West Lothian	118/11
WEST DUNBARTONSHIRE			
Late medieval/late 19th century excavation assemblage	Dumbarton	Kelvingrove	133/11

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

Laurence Broderick

James Cockerill

James Crombie

John Donaldson

Patricia Donaldson

David Drummond

Jessie Harris

Mike Hoben

Stuart Lees

Alan Leishman

Kirsty MacDonald

Donald James MacPhee

Hugh Macreadie

Jim Marshall

Ian McGeorge

James McKenzie

John Morris

Brian Pearson

Austen Reid

Graham Sutherland

Organisations

CFA Archaeology

Headland Archaeology

Historic Scotland

Murray Archaeological Services

GUARD

Appendix 5

LIST OF MUSEUMS WHO ASSISTED WITH REPORTING/ STORING OF FINDS

Museums assisting in the reporting and storage of finds

Angus Museums

Dumfries Museum

Dundee 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 nan Eilean, Stornoway

National Museums Scotland

Orkney Museum

Perth Museum

St Andrews Museum

Scottish Borders Museums

Shetland Museum

Stranraer Museum

Appendix 6

TREASURE TROVE PROCESS FLOW-CHART: CHANCE FINDS

Portable antiquity discovered

↓

If recovered, reported for Treasure Trove (if left in *situ*, reported to local museum, Council archaeologist, Historic Scotland, or National Museums of Scotland)

↓

Find received and assessed at the TTU ⟷ Find received and assessed at the TTU

↓	↓
Claim	Unclaim
↓	↓
TTU checks findspot details etc	Unclaimed certificate isssued by TTU and sent to finder
	↓
TTU advises QLTR of recommended claim	Portable antiquity returned to finder

↓

QLTR claims, allocates TT case number, and sends letter to finder

↓

TTU advertises case to Scottish museums

↓

TTU researches guideline valuation

↓

Request(s) for allocation sent by museum(s) to TTU

↓

SAFAP meets and considers valuation and allocation

↓

TTU advises museum(s) of SAFAP's recommendations (in the event of multiple requests for a single case, there is a process of consultation with the museums involved, which can lead to the case being reconsidered at the Panel's next meeting)

↓

TTU advises QLTR of SAFAP's recommendations

↓

QLTR decides to accept SAFAP's recommendations (if QLTR decides to reject a SAFAP recommendation the case is returned to SAFAP for reconsideration at its next meeting)

↓

Recipient museum requested by QLTR to forward the valuation amount

↓

Recipient museum applies to NFA for grant aid then sends cheque to QLTR

↓

QLTR sends ex gratia reward payment and certificate to the finder

↓

Recipient museum collects the portable antiquity from the TTU and registers it as part of its collection

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)

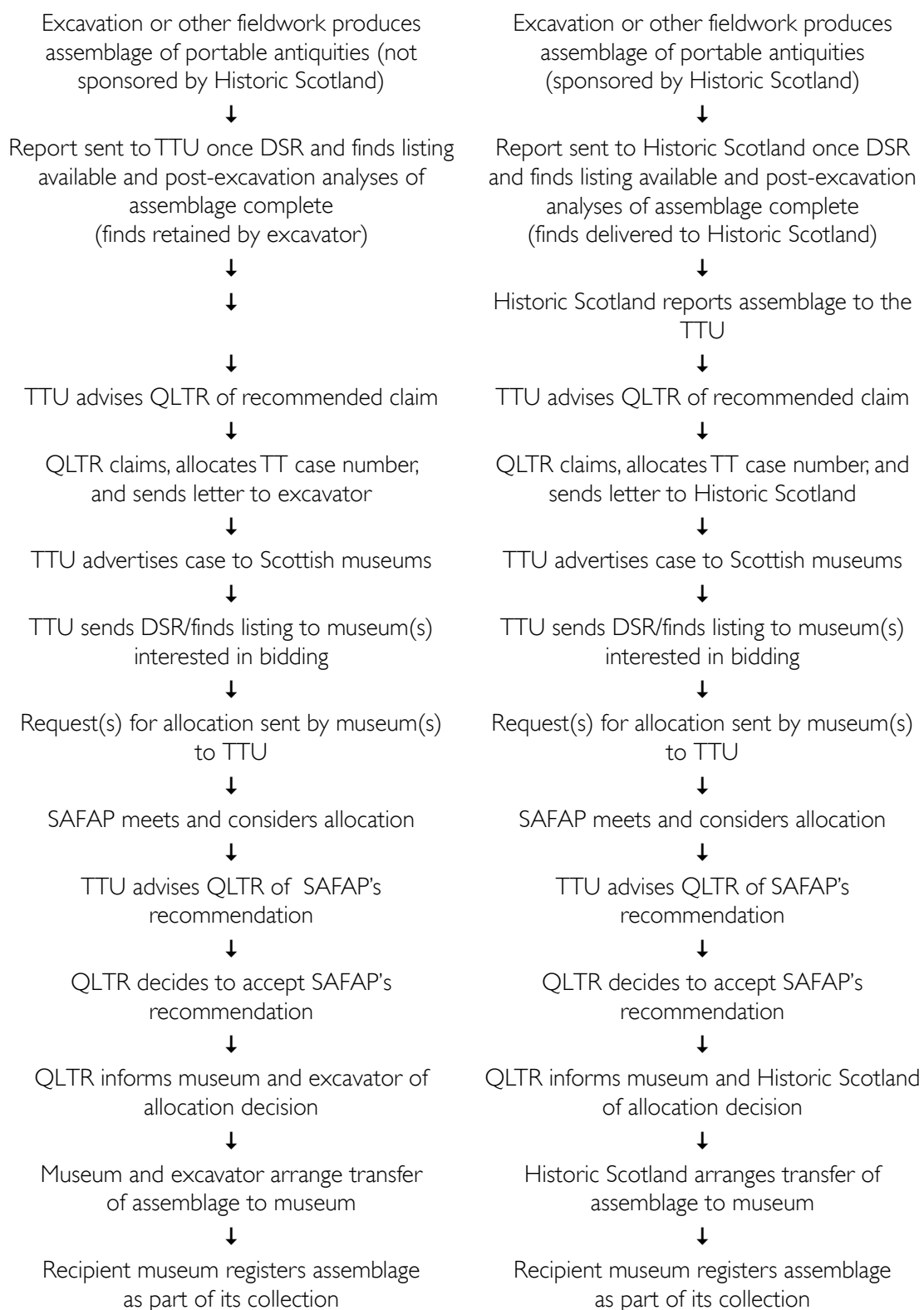|	
Excavation or other fieldwork produces assemblage of portable antiquities (not sponsored by Historic Scotland)	Excavation or other fieldwork produces assemblage of portable antiquities (sponsored by Historic Scotland)
↓	↓
Report sent to TTU once DSR and finds listing available and post-excavation analyses of assemblage complete (finds retained by excavator)	Report sent to Historic Scotland once DSR and finds listing available and post-excavation analyses of assemblage complete (finds delivered to Historic Scotland)
↓	↓
↓	Historic Scotland reports assemblage to the TTU
↓	↓
TTU advises QLTR of recommended claim	TTU advises QLTR of recommended claim
↓	↓
QLTR claims, allocates TT case number, and sends letter to excavator	QLTR claims, allocates TT case number, and sends letter to Historic Scotland
↓	↓
TTU advertises case to Scottish museums	TTU advertises case to Scottish museums
↓	↓
TTU sends DSR/finds listing to museum(s) interested in bidding	TTU sends DSR/finds listing to museum(s) interested in bidding
↓	↓
Request(s) for allocation sent by museum(s) to TTU	Request(s) for allocation sent by museum(s) to TTU
↓	↓
SAFAP meets and considers allocation	SAFAP meets and considers allocation
↓	↓
TTU advises QLTR of SAFAP's recommendation	TTU advises QLTR of SAFAP's recommendation
↓	↓
QLTR decides to accept SAFAP's recommendation	QLTR decides to accept SAFAP's recommendation
↓	↓
QLTR informs museum and excavator of allocation decision	QLTR informs museum and Historic Scotland of allocation decision
↓	↓
Museum and excavator arrange transfer of assemblage to museum	Historic Scotland arranges transfer of assemblage to museum
↓	↓
Recipient museum registers assemblage as part of its collection	Recipient museum registers assemblage as part of its collection

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

Head of Unit – Stuart Campbell, Tel no. 0131 247 4355

Treasure Trove Administrator – Natasha Ferguson, 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 Treasure Trove Unit

- 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: _____

Find spot 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 find spot 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