ANNIVERSARY MEETING

Minutes of the Anniversary Meeting of The Society of Antiquaries of Scotland, held in the Lecture Theatre of the Royal Museum of Scotland, on *Saturday 30 November 1996*, Mr Gordon Maxwell, MA, FSA, President, in the Chair.

Apologies had been received from a number of Fellows.

The Minutes of the Meeting of 11 November were read and approved.

The Scrutineers for the ballots for office-bearers and Fellows, Miss Naomi Tarrant, Dr Jane Murray and Mr Patrick Ashmore were appointed as scrutineers and the ballots were closed.

The Director read the following:

ANNUAL REPORT

Membership

The Fellowship of the Society now stands at 3083. In the past year 176 Fellows have taken up election, or been reinstated; 40 names have been removed from the Roll due to death, and 62 through lapse of subscription or resignation. There are, at present, 22 Honorary Fellows.

Meetings

The Society has held the usual varied programme of activities through the year. Nine lecture meetings were held between December 1995 and November 1996: the session included two open lectures, the **Public Lecture**, *'The Past Entrusted'* given by Simon Jervis, President of the Society of Antiquaries of London and Secretary of the Historic Buildings Division of the National Trust for England and Wales; as the Society's contribution to the **Science Festival** our Honorary Fellow, Professor Willie Groenman van-Waateringe lectured on *'The Iceman, a mountaineer of 5000 years ago'*.

The six **Rhind Lectures** '*Death and Wealth in Viking Scotland*' were delivered over the weekend of 26–28 April by Professor James Graham-Campbell; Fellows will be pleased to know that it is hoped to publish these as a Society Monograph in 1997.

Fellows were privileged to hear expositions by members of the Archaeology Department of the NMS who offered Fellows a glimpse into the history and workings of the Scottish Treasure Trove system and saw some recent archaeological acquisitions for the National Collections at the **Recent Acquisitions Meeting** in March.

Two Conferences were held in 1996: '20 years of Scotland from the Air' in association with the Royal Commission on the Ancient and Historical Monuments of Scotland held in May and attracting a large and interested audience and the *Research in Progress Conference* now held annually, under the joint auspices of the Society and CSA, was in 1996 held in Aberdeen and organized by CSA.

Mentioned last year, but part of the 1995-6 session, a Day Seminar 'Ancient Landscapes in the Outer Hebrides: the work of the SEARCH project', in association with Historic Scotland, was held in October 1995.

Buchan Lectures took place this year, in March in Glasgow where Dr Seamus Caulfield lectured on

'Ceide fields' and in May when Dr D J Breeze delivered a lecture in Ecclefechan on Birrens, as part of the Roman Centenary celebrations.

In June an **Excursion** was arranged for Fellows to coastal defences of the First and Second World Wars along the Forth to highlight the work of the Defence of Britain project. We are most grateful to Doreen Grove of Historic Scotland and other members of the Fortress Studies Group, as well as Peter Yeoman of Fife Council Archaeological Services for their help in making this a most enjoyable and unusual excursion.

The **1996 Lindsay-Fischer Lectures**, on '*The longhouses of Western Norway from the 5th century* BC to the 10th century AD' were delivered in September in Edinburgh and Aberdeen by Dr Trond Loken. Senior Curator in Archaeology, Museum of Archaeology, Stavanger.

The North-East Section Annual Report

October 1995-September 1996

The Section held nine meetings with the same programme as in Edinburgh. In addition, following the Section's AGM, Dr Sally Foster spoke on 'Picts, Gaels and Scots: where, when and why?'. Summer excursions were arranged to the excavations at Fetternear and to prehistoric sites near Dunecht. The lectures continue to be held in Marischal Museum and were well attended. Membership of the section stands at 269.

The committee for 1995–96 was: Elizabeth Curtis (Chairman), Paul Pillath (Vice-Chairman), Neil Curtis (Secretary), John Cruse (Treasurer), Frank Donnelly, Anne Johnston, Margaret Jubb, Aidan Mulkerrin, Bill Nicholaisen and Graham Steele.

Research Grants

In accordance with Law 1 – 'The purpose of the Society shall be the Study of the ANTIQUITIES AND HISTORY OF SCOTLAND, more particularly by means of archaeological research.' – the grant-aiding of research remains one of the most important parts of the work of the Society. The Society was delighted in 1996 to be able to support research projects from: the general research fund, much increased by income from the Dorothy Marshall Bequest; the Angus Graham Bequest and the Gunning Jubilee Bequest.

The following grants were approved from the General Research Fund (including investment income from the Dorothy Marshall Bequest):

To G J Barclay for post excavation work on the Littleour Neolithic structure as part of the Cleaven Dyke project. To C G P Burgess for the Garenin Landscape project. To Dr S Clarke for the Newstead vicus & amphitheatre excavation & survey. To A Cox for work on bone artefacts from excavations in E Scotland. To Dr P Z Dransart for the Scottish episcopal palaces project, Fetternear. To Dr C Earwood for the dating of wooden artefacts from Islay. To Dr M R Edmonds for the St Kilda stone tools survey. To T Gabra-Sanders for work on Viking Age textiles from Scotland. To A G C Hale for the Beauly Firth intertidal survey. To A S Henshall & Dr J N G Ritchie for work on the chambered cairns of Ross-shire and central Highlands. To A M Jones for the Orkney Neolithic ceramic provenance project. To the Revd P G D Jones for research into the 18th Century penal laws in the Highlands. To D M T Longley for the Mote of Mark, post-excavation and publication project. To J MacDonald of the Association of Certificated Field Archaeologists for the Raasay Survey project. To Dr J P Northover & T Cowie for analyses of Scottish Late Bronze Age metalwork. To Mrs EV Proudfoot for the Ambrisbeg cairn excavation, Bute. To A Saville for the Buchan Ridge Gravel project. To Dr T R Sharpe for the Wrangels Palais expedition 1996, Shetland. To Dr J Symonds for the Flora MacDonald landscape project. To Dr J Thomas for the Pict's Knowe excavation project. To B R G Turner and the NTS for the Ben Lawers Archaeological Field School. To T S M Ward for the Daer Reservoir, Lanarkshire, project, post-excavation work. To Dr D J Woolliscroft, for excavation at Shielhill South on the Gask Ridge.

An award from the Angus Graham Bequest was made to allow redrawing of the plan of Kilwinning Abbey for Volume 125 of the *Proceedings*.

The Young Fellows Bursary for 1996 was awarded to Dr Anne Carrington of the University of Waterloo,

Ontario, to enable her to deliver a paper on *The Chase motif in Pictish Sculpture* at the Celtic Studies Conference and Colloquium in Los Angeles.

The 1996 Gunning Jubilee Gift was awarded to Mr Ian Scott to further his work on the visual index of Early Medieval Carved Stones.

Publications

Proceedings

This year, and the Treasurer will expand on this in due course, the Society has published a heroically proportioned Volume 125. This is the last volume to be produced by Mr Humphrey Welfare, aided on this occasion by Dr Anna Ritchie as Associate Editor, they deserve the thanks of Fellows for undertaking the daunting task of editing the large number of papers appearing in this *Proceedings* and, through their meticulous work, keeping the costs of production to a minimum. As ever, those who have had papers published will be aware of the several stages involved in the process and consequent correspondence required between the Editor and themselves.

We welcome Mr Jerry O'Sullivan who, as Fellows will be aware of from the President's letter in the September Newsletter, has taken on the task of editing the *Proceedings*.

Monograph Series

Monograph 11, Enlarging the Past: the contribution of wetland archaeology by John and Bryony Coles – the 1995 Rhind Lectures – supported by the Society and WARP has been published. Edinburgh Castle, grant-aided by Historic Scotland, is shortly to follow. The Series Editor, Mrs Alexandra Shepherd, must be thanked for her devotion to her task. We again urge Fellows to support the series by taking advantage of their opportunity to purchase these at the special rate – the benefit will be theirs. Newsletter

Two issues of this were produced and circulated in February and September. The most recent issue concentrated on the Library and the implications for Fellows of the Library move, as well as archaeological publications both of the Society and other organizations.

The Work of the Society

With the imminent move of the Office, and the gratifyingly large number of Fellows, the administration of the Society and Fellowship affairs has been particularly time-consuming, but the Society, of course, remains active in the heritage field and we are, as Fellows will be aware from previous Annual Reports, consulted on archaeological issues by a wide variety of organizations; we continue to be represented on a large number of bodies:

The Ancient Monuments Board for Scotland; the National Trust for Scotland; the Council for British Archaeology; the Council for Scottish Archaeology; the Traprain Law Management Group; The British Archaeological Bibliography; the Scottish Field School; the Scottish Wildlife and Countryside Link; Scottish Archaeological Link; the Association for the Protection of Rural Scotland; the National Committee on Carved Stones; the Mouswald Trust; the Dalrymple Trust and the User Panel of The Royal Commission on the Ancient and Historical Monuments of Scotland, the Portable Antiquities Working Group and, through the President, in the organization of country-wide support for learned societies at the British Academy.

The Society remains grateful to the members of Council, the Committees, and the other representatives who work hard to assist the Director in these matters, and in particular to the President and Treasurer, the other Office Bearers and Conveners of the Committees.

Conservation of Volumes 2 and 3 of the William Smellie manuscripts and letters held in the Library is now complete, and Volume 1 expected back in January, as those Fellows present at the *Farewell to the Library* Reception will be aware. We are most grateful to those bodies who supported this project – The National Museums of Scotland Charitable Trust and Library Services; the Russell Trust and The Pilgrim Trust. As Fellows were previously informed, it is intended, once the conservation of the letters is completed, to have copies made, in a suitable medium, and the originals re-bound.

We have now received designs for the stained glass window for the Founder's Room in the New Museum

from Crear McCartney and Britta Sugden and we will be able to show the selected design to Fellows in the near future.

The Move to Chambers Street

Next week the Society will move, temporarily, to The Findlay Building and probably in late 1997 or 1998 will move again to the Royal Museum of Scotland in Chambers Street. Inevitably, the moves will cause disruption; to minimize this Fellows are urged to take note of notices of change of address and be aware that we will for this coming year actually be housed in Queen Street with Chambers Street being our postal address only.

The Library

The move to Chambers Street has now taken place and we hope that Fellows will be pleased with the new arrangements and that many of you took up the invitation to the open afternoon yesterday; we remain grateful to the National Museums Library for their assistance and co-operation and willingness to take on board recent suggestions from Fellows.

One cast of the commemorative Plaque for the Library, unveiled in September at the *Farewell*, remains in Queen Street in the former Library and the second cast of the plaque has accompanied the book collection to Chambers Street. I would like to pay tribute to Mr Munro whose suggestion at the 1994 Anniversary meeting inspired the commissioning of this.

Administration

There have been no changes to the Office staff: Fionna Ashmore continues as Director, Mrs Maureen McLeod as Assistant Treasurer and June Rowan as Administrative Assistant; the Monograph administration is now dealt within the office and Dr Rob Sands has completed more than a year in harness on the task of computer maintenance. Mr O'Sullivan, the Editor, carries out his task from the office. As always we would remind Fellows that all Staff work part-time. Fellows are always welcome to visit the office, but we would ask them to ring ahead particularly with the imminent moves.

Certain areas of the Office work are considerably eased by the voluntary help provided by Fellows, two of whom must be thanked individually: Mr Maurice Carmichael, who has been of enormous assistance to the Assistant Treasurer in dealing with Fellowship records and subscriptions, and Mr Patrick Ashmore who does the bulk of the Society typesetting. I would also like to thank Mr Tom Gray for his kindness in taking a series of record photographs of the Library and Findlay building prior to our departure.

Thanks are also due to the doughty band of envelope fillers: Mr and Mrs Adamson; Major & Mrs Cave-Brown; Miss ME Doull; Mrs J Fleming; Mr HG Ford; Ms S Govan, Mrs S Grossmith; Miss MR Hilton; Mr G A Hutcheson; Mr D Jones; Mrs R Meldrum, Mr R W & Dr J Munro; Dr BJ Murray; Mr J C Parry; Miss E Rowan; Mr J Sheriff; Professor M Smallwood; Miss C Sym and the President.

Finally, thanks are also due to the National Museums of Scotland and those members of the Museum staff who help with bookings and other arrangements, behind the scenes- it is invidious to mention names but in addition to every member of the Archaeology Department, Wilma Henderson, Thelma Hunter and Linda Drummond must be singled out; very particular thanks are also due to Grant MacRae whose services as projectionist at our meetings, seminars and conferences, contributes significantly to the success of the events.

The Treasurer, Mr Alan Saville, then read the following:

Treasurer's Report

It is a pleasure to be able to report once again that the finances remain buoyant, allowing the Society to undertake its full range of activities. Income from subscriptions and investments has held up, with a surplus of income over expenditure for 1995–6 of $\pounds 27,653$, only slightly below that of the previous year. The

receipt of a bequest from the estate of Mrs J W Hendrie is especially noteworthy; such generosity is always very welcome.

The balance sheet shows a continuing healthy position. current net assets have increased from 3521,551 in 1994–5 to £574,892 in 1995–6. This rise of some £53,000 is partly due to the increase in the market value of the Society's investments following revaluation, and Fellows will be aware that valuations are subject to variation according to the state of the Stock market. As the values of shares can fall as well as rise, such increases should be treated cautiously when considering the overall finances of the Society and the strength of the balance sheet. Whilst income is up, so it will be noted is expenditure, though administrative costs show only modest increases. The salaries and fees have increased slightly, and will continue to do so, as a progressive adjustment is made to bring the payments more in line with the appropriate professional levels. This reflects the review undertaken during the year by a working group comprising myself, the President, and the Convener of the F&A Committee.

An increase in charitable expenditure occurred in the non-research grants made, which included £1000 to the Council for Scottish archaeology for their work with the Young Archaeologists' Clubs and £1200 to the British Archaeological Bibliography consortium. There were also costs associated with the first awards of both the Dorothy Marshall Medal and the RBK Stevenson prize.

Expenditure has increased most in the area of publications, where the production of the special double volume, Volume 125 of the *Proceedings*, has had a pronounced effect. The estimated costs are much increased on the previous year, but the estimated grants to be received are reassuringly substantial, and the part played by Historic Scotland in subventing the enlarged *Proceedings* has been significant. The costs for the double volume will include fee-payments to an associate editor and a new indexer. The increased publication costs to be borne by the Society will, I am sure, be judged relatively insubstantial when compared to the enormous amount of research on Scottish antiquity the double volume will disseminate.

For Volume 126 of the Proceedings the Society has appointed, as a new departure, an Editor to be remunerated at a realistic fee. The previous system of rewarding the endeavours of an Honorary Editor by gift of an arbitrary *honorarium* is, for various reasons, no longer appropriate.

From the special funds it was again possible, largely thanks to the Dorothy Marshall legacy, to make a substantial amount directly available for research purposes, in total almost £18,000 being awarded.

With the publication of both the Jedburgh Abbey and Enlarging the Past volumes the Monograph fund has been very active. The publication of Enlarging the Past, at the very end of the financial year, accounts for the increase in the 'other creditors' section of the balance sheet, from £3350 the previous year to £13,057 (see note 8 to the full accounts). The Monograph fund is now somewhat depleted, but I anticipate that sales of Enlarging the Past, which I highly recommend to Fellows as an excellent Christmas Gift for their friends and relations, will replenish the fund.

Council agreed with the principle that general funds could be used to increase Permanent Endowment Fund expenditure at the discretion of the Research and F&A Committees. During the course of the year Council approved the movement of £60,000 from term deposit to investments, and once again the specialist guidance of the Bank of Scotland Investment Services, in particular that of our adviser Mr Graham Miller, who has attended the F&A Committee meetings during the year is acknowledged.

It remains a pleasure to thank the Convener of the Finance and Administration Committee, Mr Humphrey Holmes, and the Treasurer of the North-East Section, Mr John Cruse for their work during the year, and particularly to acknowledge the Assistant Treasurer, Mrs Maureen McLeod, who continues to administer the Society's financial affairs so effectively.

The Reports were accepted respectively on the proposal of Dr D J Breeze, seconded by Mrs Dean and by Dr O'Connor seconded by Mr J B Stevenson.

Mr Maxwell, President then announced that Dr Ann MacSween, Dr S Carter and Mr R McCullagh were the recipients of the 1996 R B K Stevenson Award; he paid tribute to their work and that of the late R B K Stevenson.

The retiring Editor, Mr H Welfare, then gave a report, he thanked Historic Scotland for their contribution

to the massive double Volume 125; he also paid tribute to the work of Dr Anna Ritchie, the joint Editor. He was then presented with a gift from the Society. Mr Jerry O'Sullivan, the new Editor, was welcomed and briefly addressed the meeting.

Council

The President paid tribute to the retiring Council members: the retiring Vice President, Dr Barbara Crawford and the Councillors, Dr Nicholas Dixon; Mrs Doreen Grove; Dr Colin C Richards and Mr Neil G Taverner, BDS. The Society owed a great debt of gratitude to them for their hard work over the last three years, not only in Council, but also on the Committees on which they served.

The President then announced the result of the ballot for Council. He expressed delight at welcoming as his successor a historian who had recently served on Council, Professor Michael Lynch, who held the Sir William Fraser Chair in Scottish History and was Chairman of the Ancient Monuments Board.

He then gave a farewell address in which he expressed gratitude to all those who had been involved in the Society during his three years in office; he was delighted to be leaving a Society in such good heart and one which was now in a position to undertake longer-term planning.

Professor Lynch then thanked the Fellowship, he was sensible of the honour he had been paid and looked forward to his time in office. He paid tribute to Mr Maxwell and asked Dr Crawford, the retiring Vice-President, to propose the vote-of-thanks to Mr Maxwell.

On behalf of the new President Dr Barbara Crawford then duly paid tribute to Mr Maxwell's work during his time in office, his breadth of knowledge, sagacity and guidance had been deeply appreciated by all who had worked with him. The Fellows joined with her in applauding him.

Council for 1996-7 comprises:

PRESIDENT Professor Michael Lynch, MA, PhD, FRHistS, FRSE.

VICE PRESIDENTS Naomi E A Tarrant, BA, AMA. Ian A G Shepherd MA, FSA, MIFA. John B Stevenson MA, FSA.

TREASURER Alan Saville, BA, FSA, MIFA.

COUNCILLORS Valerie E Dean. John S Dent, BA, MPhil, PhD, FSA, MIFA. Jane M S Durham, MBE. Michael D King, MA, AMA. Colleen Batey, BA, PhD, MIFA. Thomas O Clancy BA, PhD. Brendan O'Connor, BA, DPhil. Antoinette Watkins, BA. B Anne Crone, BA, PhD, MIFA Raymond G Lamb, BA, PhD Peter J Murray, MA, PhD Olwyn Owen, BA, MA, MIFA EX OFFICIO Chairman of North East Section Publications Convener Research Convener Finance & Administration Convener Heritage Convener Representative to the Ancient Monuments Board of Scotland Representative of the National Museums of Scotland

Elizabeth Curtis, MA. J N Graham Ritchie, MA, MBA, PhD, FSA. Alan Saville, BA, FSA, MIFA. Humphrey M Holmes, CA. Fionna M Ashmore, BA, FSA. W David H Sellar, BA, LLB, FRHistS.

David V Clarke, BA, PhD, FSA.

ELECTION OF FELLOWS

The result of the ballot for was announced; the election for new Fellows had been entirely successful and the President was delighted to welcome the following 178 new Fellows of the Society.

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- JOHN LIONEL WOODHEAD, BA, British School of Archaeology, Jerusalem, PO Box 19283, 91192 Jerusalem, Israel. PHILLIP ALLBIN YOUNG, BFA, 2621 E. 20th St., # 10, Signal Hill, CA 90804, U S A.

The Roll

The record of the deaths of the following Fellows intimated during the year 1995–6 was not read at the meeting:

Honorary Fellows	Elected		
Professor Stuart Piggott, CBE BLitt DLittHum FBA FSA, The Cottage, West Challow, Wantage,			
Oxon.	1938		
Fellows			
William Ralph McClymont Adams, Limegrove, High Street, Gifford, East Lothian.	1969		
G D N Agnew, OStJ JP, 68 Strathayr Place, Ayr.	1993		
Bernard Maitland Balfour, MA, 2 Collieston Way, Bridge of Don, Aberdeen.	1976		
Hugh Alexander Boyd, MA MAEd MLitt HDipEd, Mowbray House, Ballycastle, Co. Antrim.			
James D Boyd, OBE SBStJ DA FMA, 16 Strips of Craigie Road, Dundee.			
Mrs. Brenda Mairi Brittain, 7B Gloucester Square, Edinburgh.	1982		
Robert E Buchan, Lynemore, Madderty, Crieff, Perthshire.			
Alan J D Campbell of Glenfeochan, Cleigh, Kilmore, By Oban, Argyll.			
Alexander Nicol Collins, 1 Thorburn Gardens, Peebles.			
John Robertson Dalgety, 53 Brechin Road, Forfar, Angus.			
John Devine, 64 Clydesdale Avenue, Paisley, Renfrewshire.			
Arthur Leonard Douglas, MLJ, 39 Kathleen Ferrier Crescent, Laindon, Basildon, Essex.			
John Mathew Mitchell Fleck, MA, Ard-Coille, School Road, Conon Bridge, Dingwall, Ross-shire.	1968		

Ernest McDonald Fletcher, BBA, 1314 North 9th, Temple, Texas, USA.	1983	
Affleck Christian Gray, UDF, Corrour, Larchwood, Pitlochry, Perthshire.		
William A P Jack, CBE KStJ FRIBA FRIAS, 14 The Links, St Andrews, Fife.		
William Naylor Mcdonald III, 131 Manor Lane, Pelham Manor, New York 10803, USA.	1979	
Mrs A McDonell-Heisler, UE, 6845 South Paxton Avenue, Chicago, Illinois 60649, USA.	1993	
Alistair Lindsay, LLB, Brucewell, 6 Midtown, St John's Town of Dalry, Castle Douglas,		
Dumfriesshire.	1963	
Lachlan MacIntosh of MackIntosh, OBE JP, Moy Hall, Tomatin, Inverness-shire.	1992	
John McLean Mackenzie, BEM, 33 Cawder Road, Bridge of Allan, Stirlingshire.	1976	
Hector Iain Campbell MacLean, MC MB ChB JP, The Glebe, Isle of Eigg.	1980	
Duncan McNaughton, MA, 28 Pitbauchlie Bank, Dunfermline, Fife.	1936	
James McNeill, MA AInstP, 22 Mosshead Road, Bearsden, Glasgow.	1972	
David Bruce Miller, JP, Old Stirkoke, Wick, Caithness.	1971	
C D Mitchell, 250 Holiday Road, Lexington, Kentucky 40502, USA.	1995	
Douglas F Murdock, BA MBA, 1150 Tiffany Ranch Road, Arroyo Grande, CA 93420, USA.	1982	
Peter George Noel Murray, FRSA, 5102-51st Avenue, Vermilion, AB., Canada.	1969	
J R Nash, Castlehill, Manor, Peeblesshire.	1993	
John Davenport Porter, AIM, Mingulay, Halkirk, Caithness.	1975	
Vernon John Prangnell-O'Neill, The Great House, Priory Court, Pitenweem, Anstruther, Fife.		
G Rexroad, 815 Argyle, Flossmoor, Illinois 60422, USA.	1993	
Harry Scott, 27 Pantoch Drive, Banchory, Kincardineshire.	1978	
Major G Slater, 123 Devonshire Road, Aberdeen.	1957	
Professor Ronald Morton Smith, Department of Sanskrit and Indian Studies, University of Toronto,		
Toronto, Ontario, Canada.	1948	
Graeme C Stewart, ALA, 26 Laurel Court, Portland Place, Hamilton, Lanarkshire.	1966	
Major Alexander Frederick Fearon Thomson, TD, 24 Snells Wood Court, Little Chalfont,		
Amersham, Bucks.	1972	
W F Walker, BL SSC, Kerrshaw, 150 Glasgow Road, Paisley, Renfrewshire.	1994	
The new President then welcomed and introduced Dr. Perhare Crewford the ratiring Vice	Dragid	

The new President then welcomed and introduced Dr Barbara Crawford the retiring Vice-President who read the following Communication:

'Unity in diversity; a view from Scotland's periphery'.

A Reception for Fellows then followed in the Bird Hall.

INSTRUCTIONS TO CONTRIBUTORS

PROCEDURES FOR SUBMISSION

Submissions Completed typescripts & illustrations (copies only) should be sent to The Editor, Society of Antiquaries of Scotland, National Museums of Scotland and should arrive at the Society's offices no later than 30 November of each year.

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Line drawings and photographs must be of the highest quality. A metric scale & north-point should appear in every drawing. Drawings should be finished versions, but copies only should be submitted in the first instance. Titles should not be included within the artwork for drawings, but should be given in separate captions for which an allowance of space must be made. Captions & illustration numbers (in a single sequence for both drawings and photographs) should be supplied on a separate sheet.

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The typescript, illustrations and references should all conform to the style of the latest volume of the *Proceedings*.

Authors' names For the main title credits, names of the principal authors should be given in full, but names of contributing authors can be given as initials & surname.

eg Herbert Mitchell

with a contribution by M Mulvihill

Personal and academic titles need not be given (ie H Mitchell, not Dr H Mitchell). It is usual to advertise the address of the principal author/authors as a footnote to the title page of each paper.

Abstract The main text should be preceded by an Abstract (in italics) of no more than 200 words.

Measurements Dimensions should be given in metric units, in kilometres, metres or millimetres, but not in centimetres (0.2 m or 200 mm, but not 20 cm; please note spacing). Imperial units may be quoted from earlier sources, but the metric equivalent should also be given, in brackets.

Numbers Full text should be used for numbers less than 10, but numerals for any numbers greater than 10, as 'five samples from each pit', but '22 sherds', '19th-century pottery'.

Grid references A National Grid reference should be given for all archaeological sites or historic buildings which are central to the paper. References should appear in the form 'NGR: NO 7189 2052' (not NO71892051).

Compass orientations The full form can be given for simple orientations ('to north', 'in the south', 'from the south-east'; but longer compounds should be abbreviated ('towards NNE', 'in a WSW direction'). A forward slash indicates alignment or axial orientation, as 'the building lay on an east/west alignment'.

Dates Condense dated time-spans where possible as '1936–8' [not 1936–1938]; however, 'from 1936 to 1938' is also acceptable. Note that the -teen years are an exception, as 1914–18 [not 1914–8].

The first to ninth centuries may be given in text. All others should be given in numerals, as 'pottery from the 19th century', but note '19th-century pottery'.

The convention AD 413x427 describes the dates between which an historical event is estimated to have occurred; the convention AD 413-27 describes the duration of an event.

Some other common points include '20 September 1996' (not, for instance, September 20th 1996); 1660s, not 1660's; AD 413, but 427 BC (note small caps).

Radiocarbon dates Please note that the following instructions for the presentation of radiocarbon dates in the *Proceedings* depart in some points from the practice of recent volumes.

Full details of radiocarbon dates should be given in the form of a table, identifying, ideally, the lab code, the nature of the sample which was dated, a value for the date in radiocarbon years, or years BP, and the dC13 value (this may be useful in analysing problems in the interpretation of 'odd' dates).

Lab No	Material dated	BP	d13C‰
GU-3456	Alder charcoal from	321±60	-25.2
	central hearth (F42)		

Information presented in tables may also include calibrations to the first and second sigma ranges. Where dates are given in calibrated form, the particular calibration programme should be identified and referenced to a published source.

In discussion, radiocarbon dates may be quoted as BP or cal BP, and as cal BC or cal AD (eg 'before 4321±60 BP (GU-3456)' or 'before 2923 to 3329 cal BC (GU-3456)'). BP is commonly used by natural scientists, especially in reference to dates which fall before the range of existing calibrations curves; cal BC and cal AD are more commonly used in archaeological papers. The use of BC or AD, alone, is appropriate to historical and astronomical dates only, and should not be applied to radiocarbon dates. The use of BC uncal is also discouraged.

Languages Quotations in dead languages (eg Latin) should appear in italics. Quotations in all languages other than English should normally be accompanied by a translation.

Periods According to the most widely established usage, these will appear as: Bronze Age, Early Bronze Age, Early Christian, early Neolithic, early medieval, Early Modern, Iron Age, later Neolithic, medieval, Meso-lithic, Middle Ages, modern, Neolithic, post-medieval.

Personal titles Personal titles should always be given with a starting capital, as the Duke of Sutherland, the Secretary of State [not the duke of Sutherland or the Secretary of state].

Place-names Current editions of the Ordnance Survey should be used as authority for standard forms of place-names. Obviously, significant changes or variants should be identified and discussed, as appropriate.

Points Omit points (for economy of space) where possible: Dr, eg, ed, edn, eds, F5002, ie, Mr, Ms, no 6, nos 12 & 14, et al, pers comm, vol 126, illus 12.

Prefixes & record numbers Instances of individual numbered samples, features, ecofacts, artefacts and so forth should always be clearly identified in the text by the appropriate prefix. Thus, 'The sherds from Vessel 52 were recovered from Sample 5002, representing the basal fill (Context 124) of Cist 7' (and not 'sherds from 52 were recovered from 5002, representing the basal fill (124) of 7').

Quotation marks Use single 'quotation marks' for text and titles, as well as for direct speech; double ''quotation marks'' designate quotes-within-quotes only. Indented passages need not appear in quotation marks (see, for example, *Proc Soc Antig Scot* 124 (1994), 358).

Soils Note C horizon subsoil, not C Horizon or C-horizon. Referring to undisturbed or *in situ* subsoils simply as 'the natural' may be useful as archaeologists' field shorthand, but is inappropriate in publication.

Orthography In published quotations from documentary sources, archaic letter forms should be given as the phonetic or orthographic modern equivalents, as appropriate. Common examples include the following:

archaic 'long' form of S; thus 'house', not 'houfe'

formely interchangeable I and J; thus 'item', not jtem'

formerly interchangeable forms U and V; thus 'house' not 'houve'

obsolete letter yogh; thus 'yards' not zards'

Anglo-Saxon letter thorn, thus 'the' not 'ye'

REFERENCES

The Harvard system [with (author, date & pages) set within the text] should always be used when the majority of references are to published books or articles. Numbered end-notes may, however, be used for articles on historical topics, in which the references are predominantly to documentary material (see, for example, *Proc Soc Antig Scot*, 123 (1993), 413–18). Footnotes should not be used in any circumstances.

References in the text should accompany the author's name directly. Thus, 'in Mitchell's (1996, 35) opinion ...' and not 'in Mitchell's opinion (1996, 35) ...'.

Please note the spacing and word order of the corresponding bibliographic entry.

eg Mitchell, H 1996 'Estate lands in Clogheen', Proc Clogheen Hist Archaeol Soc, 123 (1996), 35-6.

Abbreviations For references in the text, titles of standard historical reference works may be abbreviated (eg Acts Parl Scot) according to the forms given by the supplement to the Scottish Historical Review, 42 (1963). However, all such abbreviations should be given in their full or expanded form in the list of references at the end of each article, whichever system is used. Titles of foreign journals should be given in full, but titles of the main UK & Irish journals can be abbreviated (eg Proc Soc Antiq Scot), according to the forms prescribed by the Council for British Archaeology's (1991; 3rd edn) Signposts for Archaeological Publication.

Documentary sources References to manuscript or documentary sources should include a full archive number, folio number and be ascribed to the relevant repository:

eg SRO GD/540/2137 Scottish Records Office. 'Confirmation of a charter of endowment of lands in Clogheen to John Mitchell', Mitchell Muniments.

Maps Full references should also be given for maps reproduced or referred to in the text, whether current or historical.

eg OS 1878 Ordnance Survey. 'Argyllshire', Sheet CIV.12 (1876-7), 1:2500.