

CLASP

Minutes of meeting of Trustees

9 March 2006 at The Sun, Nether Heyford



Present: Alan Standish (Chair), David Banner, Jeremy Calderwood, Angela Evans, Alan Priestley, Alan Watson, Steve Young.
Minutes taken by Ruth Downie

Apologies: Nick Adams, Kate Weaver

Minutes of last meeting read and agreed (p.2: 7th March amended to 9th).

1) Matters Arising

Confirmed that Alan Watson's appointment as Secretary is not limited to 6 months.

2) Treasurer's Report

- a) Angela confirmed there is £3009.22 in hand plus petty cash of £24.37 with Kate Weaver. Bills to pay - approximately £185. Insurance almost £170, plus Village Hall £5, Northants Local History Society £10. **AE**
- b) Gift aid forms now being distributed. May be made available via the website but hard copies of completed forms needed for the Treasurer's records.
- c) Audit: Angela to ask Kate if her friend would be willing to audit the accounts again this year. **AE**

3) Secretary's Report

- a) Alan Watson said Dave Hayward had written to West Northants Development Corporation on 23/2 concerning their prospectus "Realising the Opportunity" about the need to liaise with CLASP and others re the possible damage to the historical heritage of West Northants with all the development in the future – no reply yet.
- b) Copies of CLASP's submission to the Culture, Media and Sport Committee Enquiry had been circulated. No other correspondence.
- c) Ruth to draft and circulate minutes in consultation with Alan W. **AW/RD**

4) Matters Arising from Organising Committee Minutes

No copy of these minutes was to hand. Dave Hayward's list of points to note included an urgent request to consider funding application for a projector.

Agreed principle of purchasing laptop and projector.

Referred to Funding Committee to source quotes and apply for funds.

Agreed to set up a meeting of the Funding Committee to deal with this and report to the Executive Committee.

Funding Committee

Agreed to ask Organising Committee to draw up a usage document to back up the application. (Alan W to talk to Dave.)

AW

5) Chair's Report

a) Communications

Some good (e.g. Organising Committee to Executive, between groups and societies) but room for improvement, e.g. communications between Trustees and with landowners.

Agreed to ask Organising Committee to consider a formal system for sending tenants and landowners letters of thanks telling them what has been done and found on their land (with photos?) and what the next steps might be. Steve (currently doing this informally) will brief the letter-writer. **AW**

b) Publicity

Newsletter is a very good advertisement.

T-shirts currently being sold: promoted on website and in newsletter.

Agreed to ask Organising Committee to propose ideas for further promotion of CLASP – e.g. consider putting past newsletters onto the website (leaving current one available only to paid-up members).

Perhaps distributing to libraries, MPs, Councillors? **AW**

6) Barn

David Banner confirmed he is still happy for the project to go ahead. Steve reported that Heritage Lottery Fund will not pay for feasibility studies but will give help/guidance on receipt of a two-page document (inc. photos) outlining the project.

Agreed to ask Funding Committee to take this forward. **Funding Committee**

7) Harpole

Steve confirmed that £750 agreed had now been spent on geophysics and resistivity, plus a further £750. Results are exciting and justify further work.

Agreed: retrospectively to approve expenditure so far.

Agreed: Jeremy to let Harpole Parish Council know what has been found and that CLASP trustees fully endorse the principle of spending money on this work. CLASP therefore making a one-off request for the money to be paid in one lump sum to cover the cost rather than in two parts. **JC**

8) Future plans

Information on dates and times will be welcomed ASAP. Website (www.claspweb.org.uk) useful for this – and very good!

9) AOB

Angela observed that the insurance policy does not provide generous cover.

Agreed to renew for this year and reconsider next year

Agreed to make Insurance a standing item in January agendas. **AW/RD**

Agreed to cover Steve's registered postage costs for coins.

10) Date of next meeting –

4th May, 7.30 at The Sun. (Apologies received from Ruth.)