

Minutes of the Meeting of the Trustees of CLASP Thursday 30 November 2006 7.30 pm at The Sun, Nether Heyford

- 1. Present:** Trustees – Nick Adams, David Banner (Acting Chair), Jeremy Calderwood, Angela Evans, Alan Watson, Stephen Young. Dave Hayward (Secretary of Organising Committee) and Ruth Downie (Minutes Secretary). Apologies received from Alan Priestley.
- 2. Appointment of Chair**

David Banner did not wish to stand as Chair.
Agreed: Alan Watson to be Chair, David Banner Deputy Chair (Proposed AE, seconded JC, unanimous)
The rest of the meeting was chaired by Alan Watson.
Agreed: Ruth Downie to be appointed as a Trustee (Proposed SY, seconded AW, unanimous)
Agreed: Ruth Downie to be appointed as Secretary (Proposed AE, seconded JC, unanimous)
- 3. Minutes** of 17/7/2006 approved and signed.
Agreed that next year the full procedure for resignation and possible re-election of Trustees at the AGM must be carried out in accordance with the constitution. **AW/RD**
- 4. Treasurer's Report**

Banked funds to 30/11/06 stand at		£12424.38
Committed funds as at 26/10/06	Harpole	804.25
	Countryside agency	6874.44
	Roman Research Trust	2500.00
Uncommitted funds:		2214.67

Costs of reports now being finished will be met by the earmarked funds shown above.
Agreed to keep money aside in case the advice received is wrong and VAT does have to be paid on bills for research work.

Jeremy reported that there will be a further £1000 from the Harpole precept after April. Steve will look into applying for grant money from Northants Archaeological Society. **SY**
- 5. Secretary's Report**

Alan W. reported the success of the South Northants Council grant application: they will contribute a third of the cost of a projector, laptop and PA up to a maximum of approx. £600. Money needs to be spent within 12 months.

Agreed to purchase a PA system for £105 for three months' trial. Angela will organise storage and booking-out of the equipment to member groups. **AW/AE**

6. **Archaeological Director's Report**

Bannaventa - Geophysics done but fieldwalking did not happen as the field was ploughed and sown. CLASP welcome to fieldwalk next year.

Harlestone villa site – fieldwalked last year, now geophysics done – site probably 10 hectares. Report due.

Gayton – Blisworth society. 3 sites. One now cleaned and ready for processing.

Easton Neston – Towcester group may take the lead on this next year with support from CLASP.

PAST have requested support with work on the new road between Harpole and Northampton.

Northants Archaeology keen to work with CLASP and have a community archaeology rep.

Steve spoke at the Archaeology for All conference at Manchester where a group from CLASP ran a stall and were able to advise a local group.

7. **Training**

Need to decide overall strategy. Courses in CLASP's name will be taken as representing the organisation. May be an opportunity in the New Year to act as 'guinea pigs' for distance learning courses for Northampton University. Ideas include 'cascade' training (students train others), inviting in local experts, or getting someone else to organise training. Accreditation will be important but people will want to retain the 'fun' element.

Agreed to invite Barbara Evans Rees to the next meeting **SY**

8. **Procedures**

Need clear policies on intellectual rights, dealing with finds and landowner involvement.

Steve will draft papers for the next Trustees' meeting and Organising Committee. **SY**

9. **Items from Organising Committee**

9.1 To note resignation of Chair of Organising Committee - Trustees were pleased that Kate and Martin Weaver remain members of CLASP and that Martin has offered to help should any problems arise with items he has conserved. New Chair of Organising Committee not yet appointed. Alan W. will write to thank Kate for all her work. **AW**

9.2 Production of Annual Report – nb cost borne by Jeremy Cooper. Noted.

9.3 Archaeology For All Conference – **agreed** to pay parking & toll costs, £17. **AE**

9.4 Intellectual Rights (see 8)

9.5 Management of CLASP artefacts etc (see 8)

9.6 Roman Research Trust - bid for second grant. CLASP advised to approach in April.

9.7 Receipt of Phase Two Local People - Local Past project grant. £6527 (50%) received, approx. £6000 to come.

9.8 Proposals from South Northants Council regarding a working relationship between them and CLASP. Steve and Dave Hayward still taking this forward. **SY/DH**

9.9 Repository (5/9/06, 9.3)

Agreed that a small **working group** consisting of Alan Watson (Chair of Trustees), David Banner (Trustee), Dave Hayward (Sec. of Organising Committee) and Stephen Young (Archaeological Director) be established to further the development of the repository. **AW/DB/DH/SY**

Agreed to write to developers confirming interest in use of the barns by new Harpole road. **RD/SY**

Nick will investigate opportunities from the River Nene Regional Park project. **NA**

9.10 Expenditure Proposals

Agreed as follows:

Annual Report Printing Costs - £20

Geophysics - Sharoah & Bannaventa - £4500 (notified to Trustees at AGM)

Domain Name Annual Renewal - £21

Purchase of Display Boards & Display cases currently under investigation.

10. **‘Wish list expenditure’** - in case sources of funding appear and disappear between meetings. Alan W. reported that Daventry District Council had invited an application for money but it had not been possible to apply within the deadline.

Agreed that in similar circumstances, e.g. costs of display boards and cases could be applied for.

11. **AGM minutes** No queries: agreed to ask Jeremy Cooper to post them on the website.

RD

12. Dates of future meetings

(Noted that Organising Committee dates for 2007 are 12/2, 16/4, 4/6, 17/7 (5.15 pm at Whitehall Villa), 3/9, 12/11)

Agreed Trustees’ dates:

8/3

17/7 after Organising Committee

AGM date in September to be fixed (at Riverside Centre, Towcester), 29/11.

13. Any Other Business

Agreed Alan W. will write to Alan Standish to thank him for his work as Chair of Trustees. **AW**

Agreed to arrange a formal meeting of Trustees at the next AGM before the public arrive. **AW/RD**

Agreed to look at obtaining cash and carry cards **SY/AE**

Funding: Nick will look into suggestion that businesses may offer funding in return for their employees being involved in community-based activities. **NA**

Noted with gratitude that access to a very expensive Neutron Diffusion facility in Didcot had been arranged at no charge by Gerry Swallowe