



MINUTES of a meeting of the trustees of CLASP

24 February 2010

8.00 pm at The Sun, Nether Heyford

1. **Present:** Alan Watson (Chair), Nick Adams, Sandra Deacon, Ruth Downie, Dave Hayward, Tony Kesten, Stephen Young (Archaeological Director). Apologies received from Jeremy Calderwood and Angela Evans.
2. **Minutes of last meeting** - 2/12/09. **AGREED** and signed with item 9 amended to read: "3 tapes needed for labelling machine - £8 each. Agreed Tony should purchase to get the discount on offer and be reimbursed."
3. No matters arising.
4. **Strategic Planning document** – Revised version distributed by Alan and Steve. Discussed at length – both the wording and the underlying issues. Also, under Item 3 (Drawing up procedures), discussed draft 'Children and Vulnerable Adults Protection' policy circulated by Tony. Policy would only apply to CLASP projects, not to projects run by member societies.
AGREED:
 - a. Steve to re-word Item 4
 - b. Nick and Tony to re-word Item 5
 - c. Ruth to draft and circulate amended version of the remainder
5. Chairman – no report
6. **Treasurer's Report** submitted on paper.
 - a. Funds stand at £6845.59, made up as follows:

Harpole	1217.64
Countryside Agency	2014.44
Roman Research Trust	2500.00
Unallocated	1113.51
 - b. Northants Association for Local History – **AGREED** to pay £10 subscription
 - c. Bill for boxes from Makkipak for £824.25 (8/2/2010, invoice no. 37171) – **AGREED** 50% to be paid from Harpole funds: Ruth to pass to treasurer.
 - d. AGM – **AGREED** to pay hire fee for Paulerspury Hall, 6-10 pm 15/9/2010
 - e. Insurance – email received by treasurer was circulated. **AGREED** that if £50 sum mentioned was the annual CBA insurance, to pay. If it was for covering laptop, etc., then not to proceed.
 - f. Location of equipment – **NOTED** that Dave has the laptop, Steve the projector and Angela the PA.

7. Archaeological Director - no Report.

8. **Archive and Funding Applications**

- a. **WNDC Stronger Communities Fund** – application submitted for funds for Gradiometer. More details now supplied as requested – decision 12 March.
- b. **Heritage Lottery Fund** possible application for funding of archive storage - Trustees thanked Nick for his kind offer to accommodate a container as an emergency measure if current store ‘lost’ at short notice. Discussion of issues about future storage (size, running costs, sustainability of funding, etc.) and about paper submitted by Tony outlining possible links between CLASP’s work and the STEM agenda. Tony invited Trustees to send him comments and questions. He will summarize and discuss with a contact who advises another organisation.
- c. **Marc Fitch Fund** – **AGREED** no suitable projects at the moment
- d. **CBA Challenge Funding** – **AGREED** Dave to contact Suzie Thomas to see if reprinting of Training Manual might be eligible. Alan to submit the application.

9. **Diary Dates -**

Dates to note:

- i. Date of next meeting – 12/4, joint meeting with Organising Committee, 3.30 pm. Baptist Church Rooms
- ii. **AGREED date of July meeting** as Wednesday 14/7, 7.30, The Sun.
- iii. AGM - 15 September 2010 at Paulerspury Village Hall.
- iv. Organising Committee dates: 12/4, 5/7 (5.15 pm at Whitehall Villa), 6/9, 15/11.
- v. Whitehall Villa dig dates – 14/6 to 9/7

10. **Any other items from Organising Committee**

Northants Association for Local History AGM 20/3/2010 – CLASP members to be notified in case anyone able to attend.

11. No other business