

DRAFT**Minutes of a meeting of the Trustees of CLASP****Wednesday 8 September 2010**

7.30 pm at The Sun, Nether Heyford



- 1) **Present** – Alan Watson (Chair), Sandra Deacon, Ruth Downie, Angela Evans, Dave Hayward, Tony Kesten Stephen Young.
Apologies received from Nick Adams and Jeremy Calderwood.
- 2) **Annual Report and Accounts 2010 – Approved.** Report from Flore Heritage Group expected shortly. Dave will send copy to the Northamptonshire County Archives. **DH**
- 3) Any **other AGM arrangements** –donations of prizes welcomed for raffle. **ALL**
- 4) **Funding and finance:**
 - i) **Magnetometer** - Balance of purchase price – cost £8196*, likely total of grants and donations so far about £700 short. Dave to appeal for donations at AGM. **DH**
 - (a) **Agreed** that CLASP will make up any shortfall from its own funds.
 - (b) **Agreed** that Treasurer, in discussion with Steve and Dave, to sort out the finances and purchase the magnetometer. **AE, SY, DH**
Discussion of MKHA’s suggestion that software be housed on computers at MK Museum – need to check the licence. Must have it on CLASP computer as a priority. Machine needs to be housed where CLASP have control and access.
 - ii) **Flyer** – **agreed** to pay £150 for 1000 copies as per quote (no VAT) **AE, DH**
 - iii) **Laptop battery** - **agreed** to purchase LTPDE059 battery - total cost £34.80 **DH**
 - iv) **Newsletter expenses** - **agreed** to pay £45.89 to Tony Johns. **AE**
 - v) **Harpole costs:** **AE**
 - (a) **Agreed** to pay cost of plastic sheeting to cover dig site (approx £20, Norman to purchase).
 - (b) **Agreed** to pay £80 for toilet hire
 - (c) **Agreed** to pay accommodation expenses for people offering ground penetrating radar survey of Barn Close site at no other cost - £250
 - (d) **Agreed** to pay Martin Weaver up to £150 for conservation of coins found at current Harpole dig - 56 found at the time of the meeting.
 - vi) **AGM expenses** **AE**
 - (a) **agreed** to pay petrol expenses for speaker. Angela to organise gift for him.
 - (b) **Agreed** cost of hiring Paulerspury hall for AGM - £46
 - vii) **NALH meeting** - **agreed** to pay cost of Mr & Mrs David Adams attending NALH Annual Meeting on 23 October - £32. **AE**
 - viii) **Mending theodolite** - **agreed** to purchase Martin Weaver gift as thanks for mending the battery of the theodolite** **AE**
 - ix) **Finds displays** – **agreed:** Tony to investigate further and price display cases and pull-up display stands in consultation with Steve, Nick and Barbara Evans Rees. **TK, SY, NA**
 - x) Advised that Northants Community Foundation funding ends soon, so apply now!

5) Any other business

- i) **Agreed** to follow Jeremy Cooper's suggestion '2' for website – set up combined domain-registration and hosting account at Streamline.net – 'Starter pack' £39.40 for 24 months.
- ii) Tony to invite Nick Crank and Shane Downer (MK Council) to AGM **TK**
- iii) Friends of Daventry Museum likely to want to join CLASP.
- iv) **Agreed** to write a letter to the Briscoe family inquiring about possible lease of farm building for storage – Steve to draft with Ruth **SY, RD**
- v) Ruth thanked for her work as Secretary - Sandra's offer to take over after AGM gratefully received. **SD**
- vi) Need to clarify whether all member groups can use CLASP logo. Dave to discuss letterhead with Jeremy Cooper. **ALL, DH**

* Figure later proved inaccurate as does not include VAT.

** Later – treasurer notes that battery itself will still need to be purchased at CLASP's expense.