



## **CLASP**

### **Community Landscape & Archaeology Survey Project**

Please reply to D.F. Hayward MBE, The Secretary, CLASP,  
29, Winston Close, Nether Heyford, Northampton NN7 3JX

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## **Management Committee**

### **Minutes of Meeting**

**17<sup>th</sup> January 2005**

1. **Attendance:** Mr. J. Curtis, Mr. J. Cooper, Mr. D. Hayward, Mr. B. Ives, Mrs J. Johns, Mr. A. Priestley, Mr. A. Shaw, Mrs. J. Smith, Mrs. K. Weaver, Mr. S. Young.
2. **Apologies:** Mrs A. Evans
3. **Minutes of Meeting 22<sup>nd</sup> November 2004:**
  - 7.3.1** Amend heading to read: - Harpole 2 - Barn Close
  - 7.3.2** Amend heading to read: - Harpole 1 - Harpit
  - 7.5.1** Line two, after the word 'Bannaventa' include the following: -  
'unknown persons'
  - 7.5.1.2** Line two amend the word 'sights' to 'sites'
4. **Matters Arising**
  - 4.1 **Bank Account - Clarification re Countryside Agency Deposit (9.1)**

In the absence of the Treasurer the Chair stated that she understood these problems had all been satisfactorily resolved.
  - 4.2 **Repository - Estimate for new door etc. (11)**

The Chair reported that the work could be done at a price of £120 for a new door to the second room and some essential minor work and £200 if cladding of the interior walls was included. Mrs Smith proposed and seconded by Mr Curtis that in principle £200 should be allocated to complete this work providing timing was agreed with the Treasurer. This was agreed.

**Treasurer  
Chair**

#### **4.3 Coin Analysis. (15)**

The Archaeological Director stated that a large proportion of the coins, located by metal detecting at Harpole, that required analysis were now being examined by Mr. T Brindle from the Northamptonshire SMR. He stated he was in the process of arranging analysis of some additional coins. There would therefore be an overall financial saving from the £100 agreed to fund this at the last meeting.

**Archaeological Director**

#### **5. Project Updates**

The Secretary circulated amongst the Committee a draft tabular form of ongoing update that he intended, in conjunction with the Archaeological Director, to maintain and circulate to the Management Committee with future meeting agendas. Hopefully this would avoid having a series of verbal updates for each site at the meeting. This would not preclude any specific comments being raised at the meeting that required discussion and approval. The Secretary proposed that to enable the wider membership to be aware of the work of the organisation the table should be maintained on the CLASP website, Mr. J. Cooper stated that this was feasible. The Secretary requested that members notify him of items for discussion prior to the meeting to enable them to be included on the Agenda. The Committee **agreed** with these proposals.

**Secretary**  
**Archaeological Director**  
**Mr. J. Cooper**

#### **5.1 Bugbrooke**

Following the comments at paragraph 7.2 of the minutes of the last meeting Mr J. Curtis stated that if it was required he would organise a 'working group' of volunteers to process these finds. The Archaeological Director stated that he would enquire with Mr Garner as to the state of this work and report directly to Mr Curtis.

**Archaeological Director**

#### **5.2 Flore**

The Archaeological Director stated that this feedback would be provided to the landowner as soon as the Local People - Local Past interim report was finalised.

### 5.3 Harpole

Mrs Smith stated that Harpole Parish Council had awarded a further £1000 to the project. This donation was noted and much appreciated by the Committee (*Secretary's note: As soon as our Treasurer receives this donation I will write a letter of thanks to Harpole parish council- DFH*).

### 5.4 The Heyfords

#### 5.4.1 Nether Heyford Parish Council

The Secretary reported that Nether Heyford Parish Council had included the Whitehall Roman Villa and Landscape Project on their list of activities from within the parish they would wish to see supported financially by South Northamptonshire District Council. This was of course no guarantee that a grant would be made.

#### 5.4.2 Anglo Saxon Cemetery

The Archaeological Director reported that the analysis of the bones recovered from the Cemetery was nearly complete and the report should be received in the near future.

### 5.5 Norton

#### 5.5.1 Bannaventa

The Archaeological Director reported that a total of two hundred and sixty nine coins, four brooches, an earring and a ring were located at Bannaventa during the recent metal detecting operation. Of these roughly twenty percent are illegible, four are 1<sup>st</sup> and 2<sup>nd</sup> Century, one hundred and eleven are 3<sup>rd</sup> Century and one hundred and twenty one are 4<sup>th</sup> Century. The collection includes a single gold Iron Age Catuvellauni example, five silver and four silver dip coins. The earliest Roman coin is from Vespasian and the latest Constantine III. Additionally mention was made of a number of coins that had been located separately in the Manshead location; it was agreed that these would be included with the others for analysis. Mr. M. Weaver is currently undertaking conservation work on these finds. The Committee expressed its thanks to all the CLASP individual members who had assisted with this operation. Special recognition was given to

Messrs Cummins and Evans who performed all the surveying work.

#### 5.5.2 Norton Newsletter

Mr. Ives was not aware of the current situation with this and suggested that the Secretary contact Mr. F. Andre to pursue this.

Secretary

### 6. Annual General Meeting

After a discussion it was **agreed** that the Secretary should proceed with arranging the AGM and Annual Open Meeting in September, preferably at Bugbrooke Sports and Community Centre. It was essential that the meeting be arranged now to ensure that it was included in diaries and calendars.

*(Secretary's note: AGM to commence at 19.00hrs at Bugbrooke Sports and Community Centre on 21<sup>st</sup> September 2005 followed by Public Open Meeting at 19.30hrs.)*

### 7. Newsletter

The Committee expressed its thanks to Mrs J. McCarthy for her work in producing the first edition of the CLASP Newsletter. It was **agreed** that the next edition should be produced in June with a closing date for 'copy' of the 27<sup>th</sup> May 2005. A discussion took place regarding circulation and it was **agreed** that whilst it would only be distributed to Individual Members and constituent organisations by the Committee there would be no objection to member organisations producing additional copies for their own membership. The Chair indicated that a small sponsorship gift would probably be made available to help production of the next edition.

### 8. Fund Raising

A discussion took place on the question of future sources of fund raising. It was **agreed** that the Archaeological Director should make enquiries regarding bids to South Northants and Daventry District Councils for grants. It was also **agreed** that whilst committee members should be encouraged to continue investigating sources of possible funding for the future, it would probably not be appropriate to pursue these until the Trustees were in place. The Chair asked whether CLASP would in principle make a grant to the Whitehall Project for funding for this year's dig. The Committee **agreed** with this providing sufficient funds from alternate sources became available.

Archaeological Director

## 9. CLASP Displays

### 9.1 NALH WWII Display

The Secretary reported that he had received an invitation for CLASP to have a display at a WWII exhibition in Northampton later this year. Unfortunately this had now been cancelled but he considered the fact that we received an invitation reflected well on CLASP, this was acknowledged by the Committee.

### 9.2 Maintenance of Display Material

Following a discussion the Committee agreed that Mrs J. Smith would be responsible for compiling and maintaining a database of photographs and other material for use at displays. It was further agreed that our display boards would be retained at Whitehall for use as required, this does not however preclude the use of resources supplied by hosts at external exhibitions. The Chair also stated that we must ensure any artefacts made available for displays are exhibited in secure conditions. The Committee agreed that all members should make tentative enquiries for new venues where CLASP exhibitions can be held. Mr Priestley undertook to make enquiries of Northampton Central Museum with a view to holding an exhibition there. (*Secretary's note: Perhaps additionally Abington Park Museum*).

Mrs J. Smith

Mr. A. Priestley

## 10. Website Secure Members Area

Mr. Cooper reported that this is now in operation and was password protected for all CLASP members. The Committee welcomed this; it was agreed that copies of Committee Agendas and Minutes and associated documents would be made available on this site.

## 11. Minor Projects - Project Plans

### 11.1 CLASP Minor Project01 Bannaventa to Duston Road

The Secretary presented Agenda Paper 1 to the Committee that gave details of a project to identify the route and associated settlement adjacent to this road. The representatives of the three groups involved with this project undertook to take the paper back to their own committees for consideration.

Mr. B. Ives

Mr. A Shaw

Mrs J. Smith

### 11.2 Possible future areas for investigation

The Secretary stated that he had now received a vast amount of information from the local SMR relating to various parishes between the A5 and the A361 roads. It was his intention to analyse this during the next few months in liaison with the Archaeological Director and bring a paper to the Committee in due course. This would help develop items for a later programme of work for CLASP. The Chair urged all Committee members to identify any other projects that could be established as Minor Projects.

## 12. Charitable Status

The Secretary reported that the Working group had arranged an initial informal meeting of prospective Trustees for 17.00hrs that day to enable them to meet together and discuss various issues in preparation for the formal instigation of them as a Board. The Chair reported that all the Financial Information required for the Application was now available. It was **agreed** that the formal application should now be submitted as soon as possible. The Committee further **agreed** that an Extraordinary General Meeting (EGM) should be called for 16.30hrs on 14<sup>th</sup> March 2005 to formally adopt the new Constitution and take Nominations for the positions of officers for the Trustees. In accordance with the existing Constitution the Secretary would arrange the calling of the EGM.

## 13. Local People - Local Past Project

### 13.1 Phase One Report

The Archaeological Director reported that the Interim Report was still being progressed and its finalisation was still several weeks away.

### 13.2 Phase Two Application

The Archaeological Director reported that this application had now been submitted to the Countryside Agency and a reply was awaited. The Committee thanked the Archaeological Director for processing this.

## 14. Programme of Management Committee Meetings

It was agreed that the Committee Room of Nether Heyford Village Hall would remain as the regular venue for these meetings and that we should arrange an annual programme of meetings at two monthly intervals. The dates for 2005 were arranged as follows: -

14/03/05 (followed by an EGM and Trustees Meeting), 09/05/05, 11/07/05 (Whitehall Villa excavation site, followed by Trustees Meeting at 18.30hrs, 12/09/05, 14/11/05. All meetings would commence at 14.00 hrs except for that on 11/07/05 that would commence at 17.00hrs.

15. **Any Other Business**

The Secretary notified the Committee that he had written to Long Buckby History Society and Towcester and District Local History Society inviting them to consider becoming members of CLASP; he awaited a reply from both. As a matter of policy he considered it was better to have no more than two outstanding invitations at any one time; the Committee **agreed** this.

**Chair: K. Weaver**

**Secretary: D.F. Hayward**

25 January 2005