



CLASP

Community Landscape & Archaeology Survey Project

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

Organising Committee

Minutes of Meeting

28th November 2005

Nether Heyford Village Hall

1. Attendance

Gillian Biddle (Independent Members Representative), Angela Evans (Treasurer - Trustee), Jeremy Cooper (Co-opted), David Hayward (Independent Members Representative - Secretary Organising Committee), Brian Ives (Norton Northampton Portable Antiquities Search Team), Julia Johns (Weedon Bec History Society), Alan Kent (Bugbrooke History Society), Alan Priestly (Flore Heritage Society - Trustee), Andrew Shaw (Brington History Society), Kate Weaver (Whitehall Roman Villa and Landscape Project - Chair Organising Committee), Stephen Young (Archaeological Director - Trustee)

2. Apologies

Jennifer Smith (Harpole Heritage Group),

3. Minutes of Last Meeting -

It was noted that Andrew Shaw's name was omitted from the Attendance otherwise the minutes were accepted as a true record.

4. Matters Arising

None

5. Trustees

The Trustees gave an informal report of the informal Trustee's meeting held on 26th October 2005.

6. Work in Progress

6.1 Sharoah

The Archaeological Director reported that a total of 2.88 Hectares had been fieldwalked and that in excess of four thousand shards recovered in addition to over five thousand tile fragments

of all types. Additionally two beads and two coins were recovered. Interestingly no tesserae were located indicating that there was either never a mosaic at this location or that a complete mosaic remains intact below ground. The results would confirm that the site was a courtyard style villa similar to Barn Close at Harpole. Iron Age material has also been recovered. Mr Shaw reported that members of his society would commence processing these finds. The Chair mentioned that the repository site at Whitehall was available for processing of any CLASP finds if required. There was also the possibility that additional volunteers could be resourced.

6.2 Bannaventa

6.2.1 Manshead

The Committee noted that a two-day session of trial excavation and fieldwalking would be held at this location on the 9th and 10th December 2005.

6.2.2 Additional Location

Mr Ives stated that NNPAST had obtained permission to examine the area to the east of Watling Street. The land is currently under pasture. Any work that takes place here will be strictly structured by NNPAST. Liaison will be maintained as usual between them and the Archaeological Director.

Archaeological Director

6.3 Norwood

The Archaeological Director reported that Mrs Smith had passed him some information regarding this location. He would report to the next meeting.

Archaeological Director

6.4 Mr Smiths Farm Harpole/ Harlestone

The Archaeological Director reported that he had spoken to Mr Smith who is still happy for CLASP to do some work on his land in due course.

6.5 Harpit

The Archaeological Director stated that he wanted to initiate a further programme of geophysical research at his location to establish the full extent of this site. He intended to visit the site with Mrs Smith and the Secretary in due course. The farmer, Paul Briscoe is agreeable for this exploratory work to be undertaken.

Archaeological Director

7. Training

7.1 Training Officer

The Secretary stated that he had contacted Mr Turner regarding accepting this position. Unfortunately, owing to his work commitments he has had to decline the offer. He is prepared to advise on training issues on an informal basis. As the Committee has a policy to have a training officer it was **agreed** to invite Ms Barbara Evans-Rees to fill the position. The Secretary stated that she had offered to assist with the 'Desk Top Assessment' training. She does have an interest in training matters and is a qualified NVQ assessor. The Secretary undertook to formally write to her inviting her to the position.

Secretary

7.2 Desk Top Assessment Training

The Secretary circulated Agenda Paper 'A' to the Agenda the content of which was **agreed** by the Committee as a basic outline of the proposed course. Mr Priestley queried whether the course could be accredited, the Archaeological Director stated that this would be possible in due course and could be firmed up when the course was finalised. There would however be cost implications to individuals. A survey of CLASP members showed that a considerable number of the Whitehall volunteers were interested, as were six others from elsewhere. It was anticipated however that interest would grow once details of the training were finalised.

8. Repository

The Archaeological Director reported that Ian Parkin is writing a feasibility study for the County Council for countywide archives. It is anticipated that we would be included in the project. There will be a two way benefit if these proposals progress, we will store material for elsewhere in the county but our members will have access to the county wide archives for research and other purposes. The view is that this must be a countywide partnership project for it to succeed in the long term. It was **agreed** that we should recommend to the Executive Committee that CLASP should progress with seeking Heritage Lottery Funding for a feasibility study. The Archaeological Director will make an informal bid to them to assess the appropriate way forward. It was appreciated however that any bid would have to be met by 10% funding from CLASP resources.

Archaeological Director

9. Local People-Local Past

The Archaeological Director stated that completing the Phase One report was a priority again. Mr. Cooper reported that the report on the website had now been updated to include the fieldwalking at Weedon and coin analysis from Bugbrooke, Flore, Weedon and Harpit, the latter elements being live from early December.

Archaeological Director

Mr Cooper

10. Treasurers Matters

10.1 Treasurer's Report

The Treasurer reported that there was £1405.60 in the General Account and a further £1594.71 in the 'ring-fenced' Harpole Account. She further reported that an invoice for £17.63 to register the domain name 'localpeople-localpast.co.uk' for a further two years had been received from Pattishall Domains. Whilst we were currently not using this name it was agreed that we should renew the registration at his stage and then reconsider the position when it is next due for renewal. As this period of renewal had commenced last April the Treasurer **agreed** to write to the company requesting in future that their invoice be sent to us before the renewal period commenced. The Committee **agreed** to the Executive that this invoice be paid. She further stated that her enquiries into the relevance of Gift Aid were continuing.

Treasurer

10.2 Fund Raising

10.2.1 Mark Fitch Institute

The Archaeological Director reported that our application to the Mark Fitch Institute for £5500 had been partially successful. They had granted us £2000 to cover the cost of reports into the Whitehall coins and glass. It was **agreed** that letters of thanks be sent by the Secretary to the two referees for this application, Jeremy Taylor and Myk Flitcroft by the Secretary.

Secretary

10.2.2 Roman Research Society

The Archaeological Director reported that he had made an application to the Roman Research Society for an application for £20000 to further the work of CLASP. A reply is currently awaited. He further stated that he had talked to English

Heritage to establish whether it would be possible to match this application, if successful, with £20000 from their sources. The Committee welcomed these initiatives.

Archaeological Director

11. Portable Antiquities Scheme Publications

The Secretary drew the attention of the Committee to a selection of Annual Reports and other documents from the subject scheme and made them available for members to take. He undertook to obtain additional copies if required.

12. Annual General Meeting

12.1 2005 Debrief

There was a consensus view that overall the meeting was a success and well received. The format appeared correct and effective. It was **agreed** that it would be helpful if there could be a specific desk allocated to the Membership Secretary for renewals and new members. It was further **agreed** that the Secretary should investigate the possibility of purchasing projection and audio equipment. He undertook to make initial enquires with SNDC to establish whether a capital grant would be available. It was also **agreed** that refreshments should be made available at the beginning of the evening.

Secretary

12.2 2006 Meeting

It was **agreed** that the 2006 meeting would be held on the 12th September. The first choice venue was Towcester Town Hall with Pattishall and Bugbrooke also considered. The Secretary to make a final decision when availability and costs are ascertained. Mr Winterton undertook to investigate the situation with Towcester Town Hall.

Mr. Winterton
Secretary

13 Newsletter

The Chair stated that the deadline for copy for the next edition of the Newsletter would be 10th January 2006. She requested that articles be forwarded, preferably but not exclusively, electronically in Word format. These could be forwarded to Mrs Jane McCarthy by email to her at: - jane@pigyard.com or to the Chair. It was suggested that a short item from each member organisation outlining their current activities would be helpful.

12. Meeting Dates for 2006

It was agreed that the calendar of meetings would be as follows: -
13/02/06, 03/04/06, 05/06/06, 17/07/06(17.00hrs @ Whitehall Farm site), 04/09/06 & 06/11/06.

These meetings would be held in the Committee Room at Nether Heyford Village Hall at 14.00hrs.

13. Any Other Business

13.1 Annual Report

Whilst acknowledging that the Annual report is the remit of the Executive, this Committee was satisfied with the format of this years edition and suggested that it should be continued this year. The Secretary stated that he was prepared to oversee its compilation and publication to a similar time scale to this year. The Committee agreed to advise the Executive to follow this agreement.

Secretary

13.2 House of Commons - Culture Media and Sport Committee

The Secretary drew the attention of the Committee to an inquiry being undertaken into matters relating to archaeology in the community and associated funding issues. He considered it appropriate for CLASP to make a submission to subject Committee. Initially this would be a written report but with the knowledge that we called to give oral evidence in due course. The Secretary undertook to prepare this evidence to the recommended format. The Archaeological Director also undertook to be involved. The Committee agreed that this should be done and will advise the Executive accordingly.

Archaeological Director

Secretary

13.3 Adams Farm, Norton

Mr Ives produced a part of a mid Bronze Age falstaff he had recently found at the subject location. The Committee noted this with interest as it helped illustrate early activity in our area and the extension of known areas of settlement.

13.4 Membership Cards

The Chair produced an example at the meeting and stated that they were now ready to be circulated to members. Consequent to this the password for the member's area on the website would be changed by Mr. Cooper

Mr Cooper
Chair

13.5 Fundraising Quiz

The Chair circulated copies of the previously agreed fund raising quiz. The Committee welcomed these, she stated that additional copies were available if required. All cash receipts either to be passed to he of the Treasurer.

13.6 Tee Shirts

The Chair produced an example of the proposed tee shirt for CLASP. This was welcomed. It was agreed to advise the Executive that they should purchase 60 shirts at a unit cost of £4.36 plus VAT and a one off set up fee of £20. It was further agreed that these initial costs would be met by utilising part of the donation made by Neil Turner topped up by a private loan of £150 from the Chair. The Committee thanked her for this offer. It was suggested that the unit purchase price should be £8, this was also agreed.

Chair

.....Chair

.....Secretary

06 December 2005