



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

5th September 2006

Jeremy Cooper chaired this meeting at the Committee's request, the Chair being away on holiday.

1. Attendance Angela Evans (Treasurer - Trustee), Georgina Coleman (Towcester District Local History Society), 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), Andrew Shaw (Brington History Society), Jennifer Smith (Harpole Heritage Group, Stephen Young (Archaeological Director - Trustee)

2. Apologies G. Biddle; A. Kent; A. Priestly; K. Weaver

3. Minutes of Last Meeting - 17th July 2006

These were accepted as a true record of the meeting except to note that in paragraph 5.3 Mr Wakelin's name is spelt without a 'g'.

4. Matters Arising

4.1 CBA Regional Membership (4.3)

The treasurer reported that this had still to be done

Treasurer

4.2 CIA Annual Conference (4.4)

All arrangements for this are in hand by the Chair of the Organising Committee; the Chair of the Trustees will be speaking on behalf of NN PAST regarding metal detecting in archaeology.

Chair

4.3 Norton Village Open Day - 09/09/06 (4.5)

Arrangements were in hand for the CLASP display boards together with a display of artefacts to be made available for this event. Mr Ives requested that some or all of the coins and other artefacts

discovered during the metal detecting surveys in the Norton area be made available. Following a discussion during which responsibility for these items was considered it was **agreed** that the arrangements discussed at the previous committee meeting, namely a video type 'show' of the coins would be made available. It was additionally **agreed** that the Archaeological Director would take the coins to a NNFAST meeting for them to be displayed and discussed.

Mrs Smith

Mr Ives

Archaeological Director

(Secretary's Note: As a result of representations made by NNFAST following the meeting, arrangements were made for the coins to be made available for the Norton Open Day under the auspices of Mr. A. Standish, Chair of the Trustees.)

4.4 Venue (4.7)

To be discussed as principal business

4.5 Archaeology for All Conference

The Archaeological Director reported that whilst he had still not received confirmation of costs he and others would attend this conference to represent CLASP; he would be speaking from the platform during the conference.

5. Technical Work in Progress

5.1 Harpole

5.1.1 Barn Close and The Mere

Mrs Smith reported that the metal detecting had been completed at these locations and a total of twenty-nine coins, lead fragments and part of a Saxon brooch located. A resistivity survey is still to be undertaken at The Mere; the Archaeological Director in conjunction with Mrs Smith will arrange this.

Archaeological Director

Mrs Smith

5.1.2 Harpit and Flaxlands

A fieldwalking survey is to be carried out in Flaxlands field on the 11th, 12th and 13th October. Parking arrangements will be in Harpole village, not on the A45 access for safety reasons. Final details of the parking location and means of access to the site will be given to those attending nearer the time. Mrs Smith will

liaise with the Chair on her return with final details. Details to promulgated through the CLASP Mailing Group.

Chair
Mrs Smith

5.2 Bannaventa - Manshead

The Archaeological Director reported that unfortunately this field had been ploughed and sown before it could be fieldwalked, therefore this exercise will not take place in 2006. It is however hoped that a geophysical survey can still take place. The Archaeological Director will arrange this.

Archaeological Director

5.3 Gayton

The Archaeological Director reported that this had been completed. Concerns were expressed by the Committee regarding communications for this event as some members from Towcester District Local History Society had made arrangements to attend only to find that they were prevented from attending at the last minute. The Committee requested that all details of fieldwalking and other similar CLASP activities be published on the CLASP Mailing Group. Whilst it was accepted that not all members have access to the Group a considerable number do and this was considered a valuable means of disseminating information not only of the long term programme but also final details.

5.4 Weedon - Old Rectory

The Secretary asked for clarification of the situation with any proposed work at this location. After a discussion it was agreed that the Archaeological Director and Mrs Johns would visit Mr & Mrs Rogers, the owners, regarding the possibility of placing some trial trenches in their gardens.

Archaeological Director
Mrs Johns

5.5 Whitehall Metal Detecting Survey

The Archaeological Director reported no firm arrangements for this were in hand but it is being organised by Colin Evans and Dave Derby. Details will be published in due course by way of the CLASP Mailing group. The Chair is overseeing the event.

Chair

5.6 Harlestone - Sharoah

The Archaeological Director reported that he was negotiating with the Althorp Estates regarding a geophysical survey on this site. He

also stated that he needed to liase with Mr. Shaw regarding the processing of finds from last year's fieldwalking.

Archaeological Director

Mr Shaw

6. Local People - Local Past Project Phase Two - Programme of Work

The Secretary enquired as to whether it would be appropriate to schedule any fieldwork required for the subject project into a planned work programme for the next twelve months. The Archaeological Director explained that there was in fact little actual fieldwork to do in this phase as, apart from geophysical survey work, most had been done. The Committee acknowledged this and would continue to monitor the situation from meeting to meeting.

7. Annual Report

The Secretary produced two preliminary copies of the Annual Report and whilst the Committee acknowledged it was the property of the Trustees they supported it as produced apart from the need to include the comments of the Accounts Examiner. The Committee further **agreed** to recommend to the Trustees that up to £20 be spent on production costs. Mr Cooper undertook to have ample copies printed for the AGM once the Secretary had made necessary amendments.

Secretary

Mr. Cooper

8. Annual General Meeting

All arrangements were in hand except for the provision of sound equipment. The Committee authorised the Secretary to obtain this commercially at a cost to be agreed with the Treasurer. It was hoped to display finds from the recent work undertaken at Barn Close Harpole. The Secretary reported that press releases were in hand although he was to include a report in their last edition. All other arrangements for volunteers for the night were in hand

Secretary

9. Repository

9.1 South Northants Council

The Archaeological Director reported that the Secretary and himself had had an informal meeting with Mike Pearson on contact between that Council and CLASP both on the question of the repository and provision of archaeological services to the Council.

As this was a radical step forward for CLASP at this stage the Archaeological Director recommended to the Committee that any work of this nature should at present be channelled through the University of Northampton with CLASP acting for them where required. The Committee **agreed** that this should be referred to the Trustees for a policy discussion.

Archaeological Director
Trustees

9.2 Working Group

The Secretary stated the he was concerned with the length of time the proposal to utilise the Flore Corn Dryers was taking to progress one way or the other. He had had informal discussions with others and obtained their agreement to the formation of a small working group to progress this matter. He therefore made the following formal proposal to the Committee: -

It is proposed that a small working group consisting of The Secretaries of the Trustees and the Organising Committee, Mr. D. Banner and the Archaeological Director be established to further the development of the repository. That this is taken to the Trustees as a recommendation from this Committee to ensure that this work is actively progressed.

The Committee **agreed** this proposal.

Secretary
Trustees

10. Treasurers Matters

10.1 Treasurers Report

The Treasurer reported that **we** had received the first instalment of £6527 from the Local Heritage Initiative through the Countryside Commission for Phase Two of Local People - Local Past. There was currently a bank balance of £12,684 including the above money from the LHI and a £1004 balance from the Harpole donations; this is earmarked for geophysical surveys at Harpole. It was **agreed** that the Committee would welcome a further application by Harpole Heritage Group to their parish council for support.

10.2 Financial Situation

The Treasurer stated that although it appeared on paper there was a large balance in the bank account this was in fact virtually all

ring-fenced for specific projects. She therefore highlighted the need for this Committee and the Trustees to other identify other methods and sources of income for future work. As a result of a request from the Committee she undertook to highlight the uncommitted funds figure in future reports to the Committee.

Treasurer
Trustees

10.3 Expenditure Bids

10.3.1 Annual Report

Production costs as per paragraph 7 above - £20.00

10.3.2 Geophysics

The Committee agreed to recommend to the Trustees that £4500 should be spent on geophysical Surveys at the Sharoah and Bannaventa locations

10.3.3 Domain Name

The Committagreed to recommend to the Trustees that £21 should be spent to rename the website domain name.

Treasurer
Trustees

11. Trustees Minutes

The previously circulated copies of the minutes for the Trustees meeting on 17th July were noted without comment.

12. Community Conservation Officer - CBA

The proposed establishment by the CBA of this post was noted and welcomed. It was hoped that once the postholder was established CLASP could make contact to establish what support might be available for CLASP and its member societies.

13. Training

The results of the training survey undertaken by Barbara Evans-Rees were noted and discussed. It was considered that as this was a matter of financial policy implication it needed to be considered in depth by the Trustees. The Secretary was instructed by the Committee to write a letter of appreciation to Ms Evans-Rees for the work she had undertaken.

Secretary
Trustees

14. Display Cases - Daventry Museum

The Secretary informed the meeting that an approach had been received from Roy Sharp at Daventry Town Museum regarding CLASP having a display cabinet in their museum. As the Committee had already postponed a discussion on an earlier proposal regarding display cases until the November meeting it was agreed that discussion on this issue should be delayed until then.

15. Northamptonshire Heritage Awards 2006

The Secretary reported that he had received an invitation to represent CLASP at the subject event at Lamport Hall that he attended. He reported that this was a highly successful evening and that he was pleased to note that our member group TDLH received a Highly Commended award for their society's website. It was also pleasing to note that whilst he did not win an award, John Smith from Flore Heritage Society, submitted his book 'The Story of Flore'; both of these were in the Special Project category. There were seven entries in this category and all were described by the judges as being 'strong'. The Secretary stated that in addition to hearing details of all the projects submitted which was like a county history lesson in itself, the evening was a good opportunity to 'network'. He felt that CLASP should consider making entries for next years competition. He will inform the Committee when details are received.

16. Insurance

As a result of a query from the Archaeological Director it was confirmed that both individual and associate members are covered by the CLASP insurance policy. The cover would also extend to other persons who volunteer to assist CLASP whom are neither category of member. The Committee stated that it would not want to seek to differentiate against or disadvantage different classes of members or volunteers.

(Secretary's Note: Since the meeting the Treasurer has confirmed in person with the Insurers that our interpretation of the cover to the three categories is correct.)

17. Venue and Dates of Meetings

The meeting was unable to conclude dates and times for future meetings as the Treasurer had been unable to conclude her enquiries with the Baptist Church regarding the availability of their hall. She would endeavour to complete these as soon as possible and report back to the Secretary.

(Secretary's note: These arrangements have now been finalised, meetings will in future take place on Mondays at 14.30hrs in the Baptist Church Hall, The Green, Nether Heyford. Dates for future meetings will be as follows: -

06/11/06; 13/02/07; 10/04/07; 05/06/07; 17/07/07(Whitehall Farm); 04/09/07 & 13/11/07. The AGM will be 11/09/07, venue to be confirmed.)

J. Cooper
Chair for this meeting

D. Hayward
Secretary

September 2006