



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

4th June 2007

1. Attendance, Angela Evans (Treasurer - Trustee), Georgina Boreham (Towcester District Local History Society), Jeremy Cooper (Co-opted), Brian Culling (Whitehall Villa and Landscape Project Representative) David Hayward (Independent Members Representative - Secretary Organising Committee), Brian Ives (Norton Northampton Portable Antiquities Search Team), Alan Kent (Bugbrooke History Society), Alan Priestly (Flore Heritage Society - Trustee), Andrew Shaw (Brington History Society), Jennifer Smith (Harpole Heritage Group), Stephen Young (Archaeological Director - Trustee)

2. Apologies

Gillian Biddle (Independent Members Representative)

Julia Johns (Weedon Bec History Society)

3. Minutes of Last Meeting - 16th April 2007 Accepted with an amendment to the title of paragraph 15.1 to show title as 'Projector' not 'Project'

These were accepted as a true record of the meeting.

4. Matters Arising

4.1 CBA Regional Membership (3.2.1)

The Secretary reported that he had been in contact with the CBA both nationally and regionally and had now been assured that the problems with CLASP's recognition regionally had been caused by personnel changes on their committee and that hopefully all should be well in the future. The Secretary felt that it would be appropriate for CLASP to submit an article for the next edition of the Regional Newsletter, this was **agreed**. The Secretary

undertook to prepare this in conjunction with the Archaeological Director.

Secretary
Archaeological Director

4.2 Newsletter (4.2)

4.2.1 Cost

The Secretary stated that he had heard from Mr Johns that the cost was in fact 5p per A4 side, each of which will contain two A5 sides.

4.2.2 AGM Notice

The Secretary sought to confirm whether the AGM calling notice should be incorporated as part of the next newsletter. The Committee felt this was a good idea but **agreed** that it was a matter for the trustees to resolve. He undertook to liaise with them and make them aware of the deadline for the next edition of 7th July.

Trustees
Secretary

4.2.3 Distribution

Following concerns from Mr Johns of a lack of response to his messages to members re receipt of electronic copies in future the following policy was **agreed**. All individual members with a notified email address will have their copy distributed by way of email unless they specifically request a hard copy. This policy to be mentioned in the next newsletter.

Mr Johns
Secretary

4.3 Display Cabinets (9)

It was **agreed** that Mr R. Sharp from Daventry History Society should be invited to the next meeting of this Committee to discuss future liaison between CLASP and their Society. The discussion to include the question of a display of CLASP material in their Museum.

Secretary
Ms G. Biddle

4.4 Flyers (4.3)

The Secretary stated that he had received these from Mr. Cooper, a specimen was displayed to the Committee. He undertook to distribute these to members as soon as possible. He further proposed a vote of thanks to Mr. Cooper for undertaking the work

of producing these flyers; the Committee **agreed** with this proposal.

5. Chair

The Acting Chair reported that he had spoken to the Chair of the Trustees regarding the situation with the lack of a substantive Chair for this Committee. There was nothing else to report.

Chair of Trustees
Acting Chair

6. WNDC

The Secretary reported that a meeting had been arranged for later this week between the Regeneration Manager, Paul Quinn, at WNDC, together with the Archaeological Director and himself. He further stated that he had received an acknowledgement to a formal objection he had lodged on behalf of LCASP to the Planning Process to the Churchfields Development at Daventry.

(Secretary's Note: This meeting has taken place and can be described as very positive both for CLASP itself and hopefully for the protection of the local archaeological heritage. A full report will be given at the next meeting however it does appear that CLASP will be consulted over and involved with future planning applications at both Daventry and Towcester.)

7. Towcester

Ms. G. Boreham raised the question of future CLASP action regarding the Moat Lane and Towcester Vale proposed developments. The Secretary stated that it was intended to raise this at the meeting with WNDC. (See Para 6 above).

8. Intellectual Rights and Metal Detecting Standards

The Archaeological Director stated that these would not be completed until after another project he is involved with is completed. The Acting Chair acknowledged this commitment. The subject would remain on the Agenda.

9. AGM

The Archaeological Director is arranging speakers and will liaise with the Secretary. The Secretary is to make enquiries regarding the facilities and access to the Riverside Centre for the meeting. Ms. G. Boreham stated that she had arranged for CLASP to borrow TDLH refreshment facilities at the Centre.

Archaeological Director
Secretary

10. Annual Report

The Secretary requested those outstanding items for the Annual report are passed to him, preferably electronically, as soon as possible, not later than 14th July.

All Representatives and Officers

11. Repository

11.1 Future Repository

The Archaeological Director reported that Mr. D. Banner was making enquires with local farmers for a possible venue, a response was still awaited. He further reported that ACRE at Hunsbury are refurbishing outbuildings and are currently looking for 'partner's' with Community based organisations. It was agreed that we should contact them to ascertain their views on co-operating with CLASP. Consideration may also be made in the future regarding seeking assistance from WNDC.

Secretary

11.2 Whitehall

The Archaeological Director stated that there was a need for a small working group to undertake some maintenance at the current Whitehall archive. Mr. Culling agreed to assess this work in conjunction with the Archaeological Director.

Mr. B. Culling
Archaeological Director

12 Technical Work Update

12.1 Whitehall Villa

12.1.1 Archival Activity

Mr. Culling reported that projects to analyse the tegula and box flue tile material were well underway. This would help define the style of the villa and also possible sources of material. It was also reported that the plan drawings of the excavation to date are currently being scanned for digitisation. The animal bones are to be further analysed by Dr. Naomi Sykes, now at Nottingham University this summer.

12.1.2 Excavation 2007

The Archaeological Director reported that whilst there would be no major four week excavation this year, commencing the 23rd July there will be a week of test pitting and other minor activity in the field adjacent to the villa. Full information will be published in due course.

Archaeological Director

12.1.3 Whitehall Open Meeting

The Archaeological Director stated that this annual event was to take place on 18th June at Nether Heyford Village Hall. Mrs Smith will oversee a CLASP display. All are welcome. Any raffle prizes will be appreciated.

12.2 Programme of Fieldwork Autumn 2007

The Archaeological Director stated that an extensive programme of fieldwork was being planned for the late summer and autumn of this year. It is anticipated that work will take place at Easton Neston, Bannaventa, Harpole, Tiffield and Gayton. It is hoped that the latter site will include test pitting in addition to fieldwalking. Some resistivity work is also scheduled at Barn Close Harpole. The Archaeological Director will liaise with the Secretary to produce this schedule.

Archaeological Director
Secretary

13. Events Diary

There were currently no updates to this; a full update will be made once the work programme at paragraph 12.2 is finalised.

14. Treasurers Matters

14.1 Accounts

A detailed copy of the Treasures report, including the accounts for 2006/7 is attached to these Minutes. The Treasurer also reported that Ms Laura Sturrock had examined the Accounts. Her only comment was a lack of paperwork to support income payments; it was **agreed** that this would require attention in the future.

14.2 Roman Research Trust

The Archaeological Director reported that CLASP had been awarded a further £3000 for geophysics at Bannaventa. This would be to the east of Watling Street within the Scheduled Area. He also stated that we should be able to make further applications to them for further funding. He undertook to pass copies of any paperwork to the Treasurer to support this income.

Archaeological Director

15. Renaissance Heritage Awards

The Secretary stated that he had received an invitation for CLASP to submit an entry to these awards. However he considered that there were no categories in the Awards that are relevant to the current

stage of CLASP's work. He recommended no action this year. The Committee agreed with this view.

16 July Meeting

It was agreed that the next meeting would be held at 14.30hrs on 16th July 2007 at the Baptist Church Rooms. The Treasurer would confirm these arrangements with the Baptist Church, any alterations would be notified by her to the Secretary. She also undertook to liaise with the Chair of Trustees regarding a form of joint meeting between the two CLASP Committees.

17. Any Other Business

The Secretary stated that he had received a comprehensive paper from Ms Evans-Rees as Training Officer that outlined various avenues for research and training for CLASP members. It was agreed that the paper should be passed to all those members with email via that format, The Acting Chair will be place a copy on the CLASP website so that members can download a copy. Mention will also be made of it in the next Newsletter giving any other member the opportunity to receive a 'hard' copy by sending a stamped addressed envelope to the Secretary.

Secretary
Acting Chair

J. Cooper
Acting Chair
June 2007

D. F. Hayward
Secretary

Treasurer's Report

The Accounts Summary is, I think, more or less self-explanatory but for the items under 'Other' in both **Receipts** and **Payments** columns.

Within the Receipts column you will see that Harpole Parish Council has again been very generous with a £1,000 donation for work done in Harpole. A very big 'thank you' to Harpole PC. Other large contributors were the Countryside Agency giving £7, 124 and the Roman Research Trust £3,000.

'Other' relates to the following items of receipts: £472.13 from South Northants Council towards our sound and projection system; Archaeology Quiz £75; T-shirt sales £101 and £81.05 for Raffle and Refreshments from last year's AGM.

'Other' in the Payments column relates to the hire of a sound system for the 2007 AGM of £70.50, £7.00 toll fees, £20 as prize for Quiz, purchase of sound/projection system £1,348.94, Insurance £172.35, £28 for ropes and £10 to NALH.

Community Landscape Archaeology Survey Project

Receipts and Payments Account for Year Ending Mar 31.03.07

Receipts:

B/f from 31.03.06 2853.34
Countryside Agency 7,124.00
Harpole Parish Council 1,000.00
History Societies 105.00
Other Donations 3,075.00
Membership Fees 420.00
Bank Interest 78.04
Other 729.18

Totals: 15,384.56

Petty Cash 7.29
Cash in Hand 17.98
Bank Statement 7,110.99

Payments:

Archive Materials 323.00
Field Centre 19.21
Finds Processing 500.00
LPILP Geophys Survey 6,040.00
Website Leaflets 104.15
Travel Expenses 30.00
Office Costs 91.44
Committee Room Hire 62.00
Affiliation Fees 33.00
Other 1,656.79

8,859.59

15,995.85
Paid not on Statement -611.29
15,384.56

At the year-end the Harpole balance was £804.25, the Roman Research Trust £2,500 and the Countryside Agency was £2,374.44. From funds we had raised ourselves is not earmarked for specifics there was £846.28, thus a total of all funds of £6,524.97.