



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

3rd September 2007

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), Jennifer Smith (Harpole Heritage Group), Stephen Young (Archaeological Director - Trustee)
2. **Apologies** Georgina Boreham (Towcester District Local History Society), Andrew Shaw (Brington History Society)
3. **Minutes of Last Meeting** - 17th July 2007
These were accepted as a true record of the meeting.
4. **Matters Arising**
 - 4.1 **Chair (5.2)**

The Secretary stated that he had written to Mr Kerrou but to date had received no response. He undertook to pursue this by way of a telephone call.

Secretary
 - 4.2 **CBA Regional Newsletter (5.1)**

The Secretary stated this action had now been completed.
 - 4.3 **Roman Research Trust (15.2)**

The Secretary reported that he had received a reply from Dr. John Pearce at the Trust. He stated that they would currently revamping their website and would contact us again when that is completed. However they would wish to see a link to their website on the CLASP site. Additionally they would appreciate a mention to the Trust in any CLASP correspondence, displays etc.

4.4 John Smith (17)

The Secretary stated that he had written to Mr. Smith and received a very pleasant response.

5 Membership Issues

5.1 Daventry History Society

The Secretary informed the Committee that he has been notified that this Society wished to join CLASP as a membership society. The Committee welcomed this. The Secretary further reported that the name of a representative to this Committee would be notified in due course.

5.2 Flore History Group

Mr Priestly confirmed that this would be his last meeting as Flore History Group representative on this Committee. He would however remain as a Trustee of CLASP. The Acting Chair and the Archaeological Director both thanked him for his service to the Committee and wished him well for the future. Mr Culling stated that as a member of Flore History Group he would pursue a replacement for Mr Priestly with his group.

Mr. Culling

5.3 Individual Members Representative

Ms G. Biddle confirmed that it was her intention to stand down from this position after this meeting although she would continue liaison arrangements with Daventry Town Museum. Again the Chair and the Archaeological Director both thanked her for her service to the Committee and wished her well for the future. It was agreed that this position and that of the other Independent Members Representative would be offered for nomination and election if necessary at the AGM.

6. WNDC

The Archaeological Director reported that the Secretary and himself were having a further meeting with WNDC in early October. They were both hopeful that this would identify a way forward with the relationship between WNDC and CLASP. The Archaeological Director further reported Steve Parry from the Northamptonshire Archaeological Unit had approached him suggesting that CLASP should approach WNDC, He had informed him of the current situation with WNDC.

7. AGM

A detailed discussion took place regarding the final arrangements for the AGM and Public Open Meeting. It was **agreed** that the Acting Chair would preside over the Open Meeting together with all other duties and responsibilities.

8. Annual Report

The Secretary reported stated that a draft copy of the report had been circulated. It was suggested that a copy of the Auditors report should be included, the Secretary undertook to do this. The Acting Chair expressed his thanks to the Secretary for producing the Report again.

Secretary

9. Repository

There were no developments to report.

10. Technical Work in Progress

10.1 Fieldwork

10.1.1 Gayton

The Archaeological Director reported that a successful excavation had been carried out here. He stated that a total of three trenches and two test pits had been excavated. Pottery and glass finds were made. There was evidence of surviving archaeology probably indicating a 1st - 3rd C Romano-British farmstead.

The projected fieldwalking and metal detecting programme is currently taking place at this location and will continue for some time. Details of results will be reported later.

10.1.3 Easton Neston

Ms Boreham reported that this work would now commence in the New Year.

10.1.4 Tiffield

The Archaeological Director reported that this work had still to be arranged, hopefully for later this year.

Archaeological Director

10.1.5 Weedon

The outstanding work at The Old Rectory, Pine Reach, Weedon was mentioned by Mrs Johns. The Archaeological Director stated that hopefully this would also be resolved in the New Year.

Archaeological Director

Mrs Johns

10.2 Archaeological Services Company - Daventry

The secretary reported that he had still not had a response from this company regarding a report they did on work at Monksmoor Farm, Daventry. He undertook to progress this with them.

Secretary

11. Treasurers Matters

The Treasurer reported that there was approximately £8000 in the bank of which £750 was uncommitted funds.

12. English Heritage - Broadening Access

The Secretary informed the Committee of an English Heritage initiative to broaden access to conservation issues. He stated that he had requested a paper copy but had not as yet received it. It was **agreed** that this would be dealt with at the next meeting

Secretary

13. Spratton History Day

Mrs Smith confirmed that she would be attending this function and mount a small display on behalf of CLASP. The event is under the auspices of NALH and will be in Spratton Hall School commencing at 09.00hrs. Bookings to be made to Dr. T. J. Waterfield at 6, Bakers Lane, Norton, Daventry, NN11 2EL.

Mrs Smith

14. Milton Keynes Archaeology Day - 17th November 2007

The Secretary mentioned that he had received an invitation for CLASP to participate by way of a display at the subject event. This is to be held in the Milton Keynes Central Library, Silbury Boulevard. It was **agreed** that we should participate and that Mr R. Whyte should be invited by the Secretary to oversee the display. Mr. Cooper intimated that he would be prepared to assist during the day with Barbara Evans-Rees.

Secretary

15. Whitehall Villa Book

The Secretary reported that he received a suggestion regarding the promotion of this book by CLASP. The Archaeological Director stated that a completion date was still not finalised and advised no further action at this stage.

16. Trustees Minutes

Mrs Smith enquired whether any of the Harpole donations had been used to fund the maintenance of the Repository at Whitehall as the

Harpole artefacts were held there. The Treasurer reported that fifty percent of the cost had been allocated from those monies.

17. Any Other Business

17.1 Data Format

The Secretary enquired whether CLASP data recorded electronically was compatible with external databases Vis a Vis Archaeological Data Services. The Acting Chair undertook to investigate this and took associated paperwork with him.

Acting Chair

17.2 CBA Trustees

The Secretary mentioned invitations to attend the CBA AGM and vote for Trustees. Whilst this should properly be an item for our Trustees to consider in view of the short notice this had to be dealt with immediately. It was **agreed** that we could take no further action this year owing to the short notice.

17.3 Internal Communication

The Acting Chair identified a problem with poor internal communication within CLASP to keep our membership updated on such things as the current status of fieldwork activities. It was **agreed** that he should procure and maintain a mobile phone on behalf of CLASP as an outgoing recorded message to reflect the current situation. This would have no capacity to wither make or receive calls other than to access the recorded message.

Acting Chair

17.4 Checklist

Attached as an appendix to these minutes is a proposed checklist for CLASP fieldwork activities. She requested that all members consider this and bring suggestions for any enhancement to the next meeting.

All members

Date & place of next meeting

Nether Heyford Baptist Church Rooms 14.30hrs 12th November 2007 - bring your diaries to fix next years meetings.

J. Cooper
Acting Chair
September 2007

D. Hayward
Secretary

SEPTEMBER 200 7

SUGGESTED CHECK LIST FOR METAL DETECTING AND FIELD WALKING

1. CHECK FIELD IS AVAILABLE
2. CHECK DATES
3. CHECK VOLUNTEERS AND METAL DETECTORISTS ARE AVAILABLE

TELEPHONE TREE????

METAL DETECTING

CANES WITH COLOURS I.E. TAPE OR MATERIAL
TAPE MEASURES
PLASTIC BAGS-----ALL SIZES
SEQUENCE NUMBERS ON DIFFERENT COLOURED PAPER FOR METAL DETECTORISTS IN SMALL
PLASTIC BAGS.

TROWELS
SURVEY SHEETS
REGISTER FOR HOURS
FIRST AID BOX.

CLIPBOARDS AND PENS, PAPER
SCISSORS

CARDBOARD BOXES

PLANNERS - COLIN BRIAN BRING THE THEODOLITE AND POLES, CLIPBOARDS ETC FOR THEIR USE

FIELD WALKING

CANES WITH COLOURS ON
TAPE MEASURES
TROWELS
PLASTIC BAGS --LARGE
PENS ---BLACK
CLIPBOARD
SURVEY FIELD WALKING SHEETS
REGISTER FOR HOURS
CARDBOARD BOXES

PHOTOGRAPHER

FURTHER SUGGESTIONS WELCOME TO JENNIFER SMITH