

CLASP

Community Landscape & Archaeology Survey Project

Please reply to D.F. Hayward MBE, The Secretary, Organising Committee, CLASP,
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Minutes

Organising Committee Meeting

Baptist Church Rooms

The Green, Nether Heyford

14th November 2011

- 1. Attendance:** Mr. D. Adams, (Daventry Local History Group), Mr. J Aveling (Blisworth), Mr. D. Batten (FOAM), Ms. G Boreham (TDLH), Mr. J. Cooper (Acting Chair), Mr. D. Darby (NARC), Mrs. A Evans (Treasurer), Mr D Hayward (Project Co-ordination and Research), Mrs J. Johns (Membership Secretary, Weedon Local History Group), Mr A. Kesten (Independent Member's Representative), Revd. F. Rodriguez (NNPAST), Mrs J. Smith (Harpole), Mr S Young (Archaeological Director). In the absence of the Secretary Mr Hayward took the minutes.
- 2. Apologies,** Mrs A. Adams, Mr. N. Garnett, Mr A. Kent.
- 3. Minutes of Previous Meeting:** Minutes of meeting 6th September 2011 were accepted as a true record
- 4. Matters Arising:** None
- 5. Society Technical Matters**
 - 5.1 Blisworth**

Nothing to report
 - 5.2 Brington**

Mr Hayward reported that the Archaeological Director and himself had attended the recent Brington and spoken on different topics. Both were well received and two new members were recruited to CLASP.
 - 5.3 Bugbrooke**

Mr Hayward reported that he had received a communication from the Secretary of Bugbrooke History Group regarding a circular feature that she had noted in her garden. From the description provided he had wondered if in fact it was a fungal ring, commonly known as a 'fairy ring'. He had advised

that she should discuss it with Mr Kent, their representative on this Committee, and that he progresses it with us. Mr Kent has since contacted Mr Hayward stating that he will forward a photograph of the 'ring' so that it can be considered in due course by the Committee.

Mr Kent

5.4 Daventry

Mr Adams reported that Daventry Museums were currently carrying out a review of their situation.

5.5 Flore

No report

5.6 FOAM

Mr Batten reported that it had been intended to commence a ground penetrating radar survey of the site today but unfortunately the machine had become unserviceable. It will no be carried out sometime in the future.

5.7 Harpole

Mrs Smith reported that an application had been made to Harpole Parish Council for a further grant but to a lower level than previous years, a decision is awaited. She further mentioned a book being written by a member of the Harpole group investigating the crash of a Wellington bomber near Glassthorpe Hill during WW2. It was also suggested that member groups might like to consider organising visits to Quinton House school during weekends. Contact should be made via the assistant head, Shaun Pape.

5.8 NARC

Mr Darby reported that some work had been carried out on the Barby Hill project recently, little had been found during the sessions he attended but Mr Hayward mentioned that several coins including two early RB coins had been found on another occasion.

5.9 NNPAST

Searches have been restricted owing to the weather and farming constraints but it is hoped to start more work shortly.

5.10 Spratton

It was agreed that Spratton were no longer considered as members of CLASP

5.11 Tiffield

No report received

5.12 Towcester

Ms Boreham reported that TDLH had published a book regarding the national military manoeuvre of 1913 and their

local effect. Copies could be purchased through her at £10 each. She further reported that the Archaeological survey carried out on the Aldi (former Central Woolgrowers) site had revealed a 1st - 2nd C AD inhumation burial, together with previous finds at this site the indications are that this was a small Romano-British cemetery. It appears that a greyhound track is to be built on the inside of Towcester Racecourse, there are various archaeological considerations to be made at this site including 1913 military camp, a possible civil way camp and also a nearby Iron Age site. Lastly it appears that the possibility of activity on the Towcester Vale site has increased; to that effect informal footpath walking on field 11 has been carried out, this has revealed five-hundred shards of medieval pottery, mainly Potterspury Ware together with a few Romano-British shards. This material has been passed to Lesley-Ann Mather, the County Archaeologist.

5.13 Weedon

Nothing archaeological to report.

5.14 Whitehall

Samples of wood and worked bone from the site are being taken to York this week for further examination and report. The Tuesday afternoon sessions are progressing well with analysis and recording. Mr Cooper reported that the Whitehall website was now sitting on its own web-space but without any visible change to the style or website address.

6. Financial Matters

The Treasurer updated the committee on the current financial state, there was little change since the previous meeting. No applications for expenditure were made.

7. Subscription Issues

The Committee discussed the question of group subscriptions and no objections were raised to the question of establishing an annual group subscription for member organisations at a figure of about £25 per annum. It was noted that if this was to be implemented though it would require an amendment to the Constitution at either an EGM or the AGM. It was also noted that the figure for Individual Membership would be agreed at the Trustees.

Trustees

8. Projects and Research

8.1 Barby Hill

A full discussion took place regarding the status of this project and how it fitted into the overall CLASP structure. Mr Hayward explained that in effect this was not a CLASP project but

CLASP was assisting and advising. He further stated that the Project had decided to establish a Co-ordinating Committee to manage the project and protect the interests of the participating bodies. To that effect he introduced to the Committee a draft set of Objectives and Rules for the Project that he had drafted for consultation by all the Project participants. He stated that he thought these rules protected the interests of CLASP. The Committee were satisfied with the content of this draft except for the question of Insurance cover for CLASP members working on the project. It was **agreed** that the draft should be passed to the Trustees for their consideration in due course, especially of the Insurance question. A copy of this document is attached to these Minutes.

Trustees

8.2 Local People-Local Past

Nothing to report

8.3 Landscapes of Governance

Mr Hayward reported that his work into this project was continuing but was becoming far more involved than first thought. He has completed the work into Chipping Warden and Cleyley Hundreds but Kings Sutton is becoming more involved and complicated. It is however producing some very interesting results on what may be previously unknown or at least uncollated facts about the area. Work on the other hundred will hopefully not be as complicated although there is one interesting feature in Fawsley Hundred that relates to a 'Thingo' at Barby Nortoft in Kilsby parish. (A Thingo is a Scandinavian name for a meeting place.)

He also mentioned a Conference he had attended the previous week at UCL entitled 'Power and Place in Later Roman and early Medieval Europe'. The conference, which comprised thirty-one lectures, had speakers from all over Europe and was significant to CLASP's work in general.

8.4 Boudicca's Last Stand

Nothing to report

8.5 Magnetometer Training, Milton Keynes Council owned site proposals.

This proposal from MKHA was introduced by Mr. Kesten. MKHA have asked CLASP to undertake a training magnetometer survey of a field in Milton Keynes. It was agreed that CLASP would be interested in undertaking this exercise as MKHA had part funded the purchase of the Magnetometer. It would probably be necessary though for

individual costs to be recovered from MKHA.

Mr Kesten

8.6 Descote

Ms Boreham reported on a project being carried out at Descote by members from TDLH and others. A total of sixty nine 10m² squares had been field walked. Approximately a thousand pot sherds had been found, 14% of which are RB, the remainder mainly medieval. A magnetometer survey had also been carried out. The report will be passed to the Archaeological Director for checking and will then be circulated to members. This project would help inform the Local People-Local Past Project.

9. Milton Keynes Open Day

Mr Kesten reported on the CLASP display at MKHA Open Day which appears to have been a success. Mr Kay had provided a display of the Magnetometer. At least one new member was recruited. The Committee thanked Mr Kesten for arranging this event.

10. Magnetometer Training

It was **agreed** that the Structure Document for Training and Use of the geophysical equipment needs to be revisited and finalised by the sub-group. This group would therefore meet as soon as possible. Concern was expressed that not all people being trained were CLASP members. It was **agreed** that a check of their status should be carried out as soon as possible. (*Secretary's Note: It appears that all trainees were either full individual or associate members.*)

11. Archive

11.1 Library

Nothing to report.

11.2 Artefact Archive

It was reported that the Whitehall property had been sold and that the new owners had said we could remain in-situ for a short period a few weeks. Mr Hayward reported that he had tried to make contact with Gladedale the owners of Weedon Depot but without success. Efforts would continue to establish contact with them. It was suggested that perhaps a media appeal would help and it was **agreed** that this should be pursued.

Mr Hayward

11.3 Issuing Procedures

A draft proforma prepared by The Secretary was circulated to the Committee together with two examples of procedures from other bodies. It was considered that further work needs to be done to finalise procedures needs to be undertaken. Mr Kesten undertook to speak with others at Whitehall on this in due course.

**Mr Kesten
Secretary**

12. CLASPRA

It was **agreed** that the CLASPRA archives should be made available to all members immediately. The Acting Chair stated that he would ensure all members had access to the groups and that operating instructions were circulated to all.

Acting Chair

13. Planning Issues

Nothing to report

14. Annual General Meeting and Open Meetings

14.1 2011

The Committee **agreed** that this had been a success. It was felt that the type of speaker and topic was also appropriate.

14.2 2012

Mr Hayward requested that the Committee postpone making decisions regarding date, venue and speaker for next years meeting until the next meeting as he need to speak to others regarding a possible speaker.

15. Any Other Business

15.1 CBA South Midlands

The Archaeological Director drew the attention of the meeting to the CBA South Midlands event at Bicester in April 2012, precise date to be confirmed.

15.2 Reporting Procedure for Project Reports

Ms Boreham requested that the question of procedures for project reporting needed to be finalised. The Archaeological Director and Mr Hayward consider that this should extend to the question of initial Project Proposals as well. Mr Hayward stated that he would liaise with the Secretary and Archaeological Director on this and submit a paper to the next meeting.

Mr Hayward

15.3 Member Liasion

The Archaeological Director expressed concern that currently there was no one on the Committee with a specific

responsibility to liaise with Committee members who were on protracted sickness etc. The Committee were to consider this and attempt to resolve it at the next meeting.

16. Meeting Programme for 2012

The following programme of committee meetings for 2012 was **agreed** 13th February, 23rd April, 25th June, 3rd September, and 12th November. All meetings apart from 25th June to be held at Nether Heyford Baptist Church Rooms and commence at 15.30hrs. The meeting on the 25th June will be held at Whitehall Farm, Nether Heyford and commence at 17.15hrs.

Chair: Mr J. Cooper

Acting Minute Secretary: Mr. D. Hayward

Draft Objectives and Rules for Consultation

Barby Hill Archaeological Project Co-ordinating Committee

1. Title:

This Committee shall be known as the Barby Hill Archaeological Project Co-ordinating Committee.

2. Objectives and Rules

These will be to: -

A. Ensure that the local community, especially that in Barby parish, is fully participatory in the project. Ensure that the project is known locally as seeking to define the early heritage of Barby Parish by fully investigating Barby Hill and its immediate environs and where they fit into the wider early historical landscape of the area.

B. Ensure that all archaeological investigation and subsequent research is to the highest technical standard and conforms to all legal requirements and permissions of landowners. Ensure that all work is properly recorded and published where appropriate.

C. Ensure that adequate resources, including financial, are obtained before work is commenced. Ensure that all expenditure is authorised and recorded and that simple accounts are maintained, certified and published, not less than annually, to appropriate bodies. The Financial Year to commence on the 1st April. The committee will hold a bank account for all funds and all cheques to be signed by at least two officers.

D. Membership of the Committee will be appointed representatives from Barby Local History Group, Barby Parish Council, CLASP and NARC. Relevant persons may be co-opted to the Committee to technically advise and manage the Project.

E. The Committee shall have a formal AGM in May of each year that shall be open to the community when the accounts will be accepted and a report on activities will be made. The Committee shall meet on at least two other occasions annually. The Committee will appoint a Chair, Project Manager, Secretary and Treasurer as officers. To be quorate at least one officer and two members must be present. Minutes of meetings will be taken and after approval shall be made available to interested bodies.

F. Ownership of all information obtained by the Project shall remain with the Co-ordinating Committee but shall be shared fully and equally with each represented organisation. Any decision to release information to other bodies and individuals shall be taken by the Committee.

E. On completion of the Project any outstanding monies will either be returned to donating bodies or distributed to relevant local charities.

3. Adoption

After full consultation these Objectives and Rules will be adopted by the Committee at its inaugural meeting and will only be amended by the Committee after consultation with involved organisations.