



**Community
Landscape
Archaeology
Survey
Project**

Minutes of the Organising Committee
20th July 2015

1. Attendance
 - 1.1 Rob Close [Chair and BHAP], Jim Aveling [Secretary and Blisworth HS], Georgina Boreham [Towcester DLHS], Sandra Deacon [Secretary of the Trustees], Angela Evans [Trustee and Treasurer], Gren Hatton [Trustee], Dave Hayward [Chair of the Trustees and Co-opted Member for Research], Julia Johns [Membership Secretary and Weedon Bec HS], Alan Kent [Bugbrooke HS], Tony Kesten [Trustee and Individual Members' Representative], Jennifer Smith [Harpole Heritage Group], Bill Wiggins [NNPAST], Stephen Young [Archaeological Director].
2. Apologies: Norman Garnett [Whitehall Roman Villa Project], Alan Standish [NARC]
3. Matters arising: The Chair mentioned that the magnetometry work for Milton Keynes Museum had been carried out. The Treasurer mentioned that no donation had been received. **Action: The Secretary to ask Fred Kay / Tony Kesten to follow-up.**
4. Minutes of the previous meeting. Gina Boreham asked that an amendment be made to item 10. With this in mind the amendment suggested is "The membership working group proposed that Membership strategy should be a Trustee led initiative. This was supported by the Organising Committee. The Committee Chairman said that if the Trustees supported Events being held this might be a matter for the Committee." **Action: the Secretary.**
5.
 - 5.1 Summer projects: The excavation at Thrupp will commence on 10th August. The Harpole [Barn Close] excavation will take place between 24th to 28th August. The time of the Paulersbury work cannot be confirmed yet. Sandra Deacon and Jennifer Smith as the respective leads for Thrupp and Harpole confirmed that they had the support they needed. **Action: Sandra Deacon will reissue the note to the wider membership to remind them of the projects. Steve Young has to confirm permission from National Heritage for the excavation at Harpole and to arrange the bulldozer.**
 - 5.2 GH made a request for membership help in the sifting and sorting of soil samples collected at Barby Hill. **Action: GH agreed to write an email setting out the what and when.**
6. Retention and storage of artefacts: The paper by SY and RC was discussed and supported. Several suggestions were put forward, particularly with respect to any disposal of artefacts. These will be considered by SY and RC and SY in the next stage of the work. **Action SY/RC.**
7. T Shirts: It was agreed in principle that T shirts should be made available based on the logo shown. The next stage is to investigate costs, shirt design options and potential demand. **Action: The secretary is to approach a specific member of CLASP to take this on.**
8. Planning for the AGM: RC and JA will assist the caretaker with setting up at 6 pm. JA to run the raffle. Members agreed to donate prizes. JS will organise refreshments. DH will ask Jeremy Cooper about publicity leaflets and will provide releases about the meeting to local papers and local radio. JJ & AE will collect membership fees. JA to contact member societies about providing displays at the AGM. Provision of a screen and projector will be handled by SY.

9. Annual report & summer edition of the newsletter: it was confirmed these are to be amalgamated to save time and a certain amount of repetition. Ruth Downie has agreed to produce this edition but will not be in a position to chase contributors. Contributions need to be received within the next few weeks. **Action: The Secretary to inform the affiliate societies of the timescale.**
10. LIDAR: DH briefly outlined the Environment Agency's decision to make freely available the aerial LIDAR information, starting in September. It was agreed that a presentation of how to use LIDAR would take place at the next meeting. **Action DH.**
11. Discussions with Northants Heritage: GH provided an update on a recent meeting at which potential areas for working together was discussed, in particular access to MapInfor and the potential use of the proposed Chester Farm site for the storage of CLASP's artefacts.
12. The Chair commented that the meeting had been very rushed because the agenda was large and the meeting time was restricted to 90 minutes. Three items were rolled over to the next meeting:
 - 12.1 CLASP marketing material
 - 12.2 Rescue report 1-B 3046,
 - 12.3 Report back on the Trustee's decisions on Membership strategy

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Secretary CLASP Organising Committee.

Trustees: Dave Hayward (Chair), Sandra Deacon (Secretary), Angela Evans (Treasurer), Stephen Young (Archaeology Director), Grenville Hatton, Tony Kesten, Alan Watson

Organising Committee: Rob Close (Chair), Jim Aveling (Secretary), Julia Johns (Membership Secretary)

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