



Community Landscape Archaeology Survey Project

Minutes of a meeting of the Trustees of CLASP held at 2pm on the 30th April in the Baptist Church Rooms Nether Heyford.

1. Present:- Dave Hayward, Tony Kesten, Angela Evans, Jim Aveling, Salma Pervez, Sandra Deacon

2. Apologies:- Rob Close, Bob Hunter, Brian Goodey

3. Minutes:- The minutes of the previous meeting were read and approved. Proposed AE seconded SY

4. Matters Arising:- Case Studies Harpole and ASC. Harpole has been printed. The funds are in place for the ASC case study, but it is presently on hold until after this year's excavation.

The report on the Archaeology Day last year is almost complete, and DH would like to see a holder for all the case studies. Funding is in place for all of this through the Crowd Funding Exercise we undertook.

5.4.1.2 Strategy Document – Ring Fenced Funds:- AE reported that we have a number of funds which are “ring fenced” for particular purposes, and the trustees agreed that this method of holding monies should be continued.

5.4.2.1 Research - Everdon Stubbs:- DH reported that he is getting the report together.

5.4.2.2 Recent Developments – DH reported that he had found an interesting aerial picture of an area between Church Stowe and Weedon which shows a square enclosure with a rectangular feature inside it adjacent to a holy stream. SY and DH had visited Church Stowe and observed some interesting loose carved stones, and some incorporated into a local house.

5.4.3- Permanent Base and Archive –

5.4.3.1. Norton Church :- SY has received a letter from the PCC at Norton church advising that they do not wish to continue with the collaboration as the church is due to close in September. SY and DH to formally reply. There are £700 in the “ring fenced” funds for the Norton Project, so we must get their approval to use these for another purpose, possibly work at Bannaventa as it is in the Norton Parish.

There is a question mark over what to do with Francis' collection as it was donated to go on display in the church.

5.4.3.2.- Whitehall Rental :- SY has spoken to Nick Adams and he will shortly invoice us, probably for 6 months. The rental was previously agreed at £10 per month.

5.4.3.3 Barby:- SY and RC went to view the site on the Galt farm where we had been offered space to put our container, however the cost of moving it there was perceived to be more than the cost of the rental to Nick Adams. With the container there we wouldn't be able to access the contents as easily as at present. AE will look into the cost of the move.

5.4.3.4. Daventry District Council Archive:- See paper from DH . SY and DH have had a meeting with Tim Campwell? Who agreed to look into the matter his end. They have a meeting with Sarah Bridges (County Archivist) on Wednesday 2nd May to discuss.

5.4.3.5. Digital Archive of CLASP Artefacts:- SY didn't think that we were in a position to progress this at present.

5.4.3.6. Digital Archive Working Group:- Rc reported on this at the recent OC meeting. It is going well but taking time.

5.4.4.3. Email addresses on the website:- DH feels that the officers of CLASP should have “role related” email addresses and the website, the trustees agreed and he will speak to Jeremy about getting this done.

5.4.5 Human Resources

5.4.5.2. Membership Recruiting and Retention:- DH reported that he was encouraging a couple of potential new members to join us for summer excavation work.

SD reported that dates for the Thrupp (north) dig had gone out to the Whitehall diggers to establish what support there was for digging over the weekend. The result had been positive. Unfortunately SY now realises that he is not available for that weekend and it was agreed that the new date would be 16th – 21st Aug. SY is to confirm with SD after consulting his diary.

5.4.5.2. Training :- Neil Turner was not present at the meeting but SY had met with him and seen that he had produced a document. They will meet again to finalise it for presentation at the next meeting.

5.4.5.3. Associate Members:- Are they insured for digging? RC had brought this up and as he was not present it was to be deferred to the next meeting. AE reported that she had examined our insurance and advised that anyone on our “digs” was covered whether they were members or not.

5.4.5.4.Data Protection Act 2018 :- SP has produced a document (previously circulated) which was discussed by the trustees. It requires sending to all members asking for their agreement or otherwise, and if they do not respond their details will be removed from our database. SP will liaise with Julia Johns the membership secretary to see if she is prepared to handle this. We will ask for a response mid May to give us time to chase any non responders.

5.4.5.4 Officer Continuity:- SD reminded the trustees that she will be standing down as secretary at the AGM., but was persuaded to continue as a trustee.

5.4.5.5.- Personal Accident Insurance Cover for the over 75s:- AE had consulted our broker who advised that our over 75 members are covered by our Liability Insurance if they have an accident on one of our sites if the accident was the fault of CLASP but not if it was their own fault. will approach (again) Steve Lawrence from Oxford Archaeology

6. AGM:- We still do not have a speaker for this year’s AGM. SY will speak to Brian Giggins and DH will speak to Steve Lawrence from Oxford Archaeology.

7. Any Other Business:- AE reported on some Health and Safety requirements for the use of the Baptist Church Rooms. It may be that we need to have a first aid kit with us for meetings!!.

AE informed the trustees of her arrangements for dealing with any cash she receives for CLASP, and the trustees were happy with these arrangements.

SP suggested that we should consider asking members to pay their fees by electronically in future as cheques will be phased out by banks in the years to come. The trustees felt this should be on the agenda for the AGM.

The next meeting is on 2nd July after the OC meeting in the Baptist Rooms

The meeting closed at 4.25pm