



## **Minutes of the Annual General Meeting 2019**

Held at Harpole Bowls Club at 7pm on Wednesday 9<sup>th</sup> October 2019

### **1. Apologies**

Apologies for absence were received from Marcus Lewis, Tony Kesten, Helen Stamp, Ruth Downie and Mike Arnold.

### **2. Minutes of CLASP AGM 2018**

The minutes of the meeting held at Harpole Bowls Club on 3<sup>rd</sup> October 2018 were presented. It was noted that the office of Secretary to the Trustees, which was vacant at that time, has since been filled by Trevor Saxby.

There being no issues raised, acceptance was proposed by Geoff Bovingdon, seconded by Colin Evans and passed.

### **3. CLASP Annual Report 2019**

Following concerns expressed last year, the Chair of Trustees asked whether this year's Annual Report had been circulated in sufficient time for people to be adequately prepared and, if necessary, formulate questions. Members gave assurance that it had been.

The Chair praised the quality of the submissions to the Report. There being no issues raised, acceptance was proposed by Chris Mawby, seconded by Norman Garnett and passed.

### **4. Joint Presentation by Chairs of Trustees and Organising Committees**

#### **Pressures on CLASP – People and Financial**

##### **People**

Rob Close reported that CLASP is in a favoured position, having a good reputation and being located in an area rich in archaeology. It is community based, blessed with c.12 affiliated societies, including detectorists who work alongside archaeologists.

It has a considerable collection of physical artefacts and has now leased a long-awaited Field Centre in Nether Heyford to house them and to be a base for research, archiving, training and meetings.

We have a committed, active team but they are getting steadily older, and there is a financial deficit. There is a contractual option to walk away from the Field Centre after a year if we need to. Our 3 year lease gives another window for withdrawal. But we would not want to do that!

**Trustees:** Dave Hayward MBE (Chair), Angela Evans (Treasurer), Stephen Young (Archaeology Director), Jim Aveling, Marcus Lewis, Salma Pervez, Chris Mawby.

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

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A list was presented of roles that we would wish to see filled, and others where the present incumbent may wish to retire before long and needs a successor. Hitherto we have been inclined to let one person (often a busy person) fulfil a role alone; in some instances a pair or team would be preferable, to avoid overburden.

Members were urged to consider their own availability and to see whether they knew people currently outside CLASP who might be willing to fill a role. In some areas, e.g. site supervision or care of artefacts, training can be given.

### **Financial**

Dave Hayward reported that the costs of running the Field Centre are currently estimated at £2500 (£2000 rental and circa £500 services etc.) annually. In addition there are other costs including undefined post-excavation and equipment costs. Our income, none of which is guaranteed, currently consists of membership subscriptions, donations, and grants.

As things stand, Year 1 of our lease is covered and we have funds for part of Years 2 and 3. Thereafter we need to raise all of the Centre costs, so we actively need to secure income by all possible means.

Trustees will continue to seek outside funding and have recently submitted an application for a grant. But CLASP must look to other ways of bringing in funds. Following a suggestion by one member, we received £200 from Waitrose through their green tokens for charities scheme. Perhaps members could instigate similar with other retailers? Mention was also made of Amazon Smile – please make all your Amazon purchases through this scheme with CLASP given as your preferred charity.

Attention was given to the possibility of a “100 Club”, of which some details have already been issued. If sufficient people commit to this scheme it could bring in enough funding to cover a fair proportion of our annual costs. Fifty percent of the income will be allocated to prizes. Further information will be made available by email and the website in early November. Members are encouraged to take part and make the “100 Club” known to others.

There being no other business, the meeting was closed at 7.30pm.