



Community
Landscape
Archaeology
Survey
Project

Minutes of CLASP Trustees' Meeting, Held online via Zoom on Monday 12th October 2020

Agenda Item	Discussion and actions	Action by
1	Present: Dave Hayward (chair), Stephen Young, Angela Evans (treasurer), Salma Pervez, Trevor Saxby (secretary), Rob Close (OC chair) Apologies: Jim Aveling, Marcus Lewis	
2	Minutes: AE proposed that the minutes of the last meeting be approved. This was seconded by SY and passed.	
3	Financial Matters AE presented the current figures (the annual figures being left to the upcoming Annual General Meeting). She stressed that some monies are 'tied', being given for specific purposes, and are therefore not available as ready funds. RC expressed the need for Trustees to understand the various monies better, as we are facing significant outlays for moving the Field Centre to new premises. It was agreed that AE, RC and SY work together on clarifying this; their findings to be circulated to Trustees.	AE RC SY
4	Permanent Base and Archives RC reported that the premises in Rugby, referred to in the last Minutes, have are no longer available. Some local, community premises such as the Nether Heyford Youth Club have been investigated and basic agreements received. However, major logistical considerations (e.g. crane hire, portakabin, creation of walkways) could prohibit such a move. It could be that our archives and artefacts may have to go into container storage for the period between leaving New Creation Farm and relocating to new premises. The Working Group continues to meet on a regular basis to move these matters forward.	
5	Communications DH, as Chair, proposed the adoption of revised Rules for Trustees (appended to these minutes), as well as an amendment to the Constitution that this would require (also appended to these minutes). Both proposals were agreed and passed. The draft Annual Report for the AGM was presented. It was agreed that the end date on the cover sheet should be 31 st March, not 31 st August. TS will amend and make the Report available to CLASP members ready for the AGM, together with an Agenda and minutes of the 2019 AGM. In the exceptional circumstances of Covid-19, the 2020 AGM on 21 st October will be held online via Zoom. Practicalities were addressed, not least the poor connection experienced by the Chair. SP volunteered, should it be needed, to host the meeting, using material supplied by DH.	TS SP DH
6	Resources DH reported the encouraging news that we have received interest from three people in becoming Trustees. SY has already met with one and hopes to meet the others very soon. Successful applicants could be proposed at the AGM or	SY

	the next Trustees' meeting.	
7	Date of Next Meeting This will be arranged when required by CLASP issues, in a format dependent on the government's Covid-19 guidelines at that point.	

