



**Community
Landscape
Archaeology
Survey
Project**

**CLASP Organizing Committee
Minutes of meeting on 16th September 2019
Baptist Rooms, Nether Heyford**

1. The Chairman stated that there was a high number of apologies, but he had decided to go ahead as rearranging the meeting before the AGM would have been very difficult and logistics for the AGM needed to be agreed.
2. Attendees: R. Close [Chair], G. Boreham [Towcester & District Local History Society], S. Deacon [Project Communication], A. Evans [Trustee & Treasurer], D. Hayward [Chair of Trustees], J. Pyle, J. Smith [Harpole Heritage Group], A. Standish [NARC].
3. Apologies: J. Aveling [Trustee, Secretary & Blisworth Heritage Society], N. Garnett [Whitehall Roman Villa], J. Johns [Membership Secretary], F. Kay [Weedon Bec HS], M. Lewis [Trustee], C. Mawby (Trustee), S. Pervez [Trustee], S. Young [Archaeological Dir.]
4. Minutes of the meeting held on 16th July 2019 were approved.
5. Matters Arising:
 - a. Some matters remain on hold because of other priorities: Barn Close [Harpole] report-SY, Action to understand Northants County standards in archaeology-DH, Possible Archaeology day-DH
 - b. With thanks to Gina for finding a contact point and Dave for following up, donations have been received in relation to CLASP's project at Branson's Lane.
 - c. The HS2 project presentation is on 25/9 but DH will check availability of the Baptist Rooms as it may be impractical to hold at the Field Centre.
 - d. RC/DY/SY have discussed FaceBook with Gina Brown and initial concerns addressed. Commitment to use FB to attract new members.
 - e. Gift aid now added to Online membership page and registered with HRMC.
 - f. FK had reported by email that the Borough Hill open days were judged by MOLA and the Golf Club to have been a success. 17 attended on the Thursday and 21 on the Saturday. Some brochures were sold
 - g. DH still has to arrange a briefing on QGIS mapping by Cotswold Arch.
 - h. RC reported that someone was considering whether to become the Independent Members' Representative.
 - i. RC reported that the launch of the 100 Club is on hold pending an AGM presentation explaining why new sources of funds are essential.
 - j. A visit to Guilsborough has to be arranged.
6. **Initial debrief on the Summer 2019 excavation projects:** these were successful. 8 new members from the Taster Sessions attended. Concern that both digs went on too long without a break and were too close together. Weekend working did not attract many and if the aim is to attract new members we need to publicise this much better. There were many visitors and we need to have predesignated persons to show them round. There was discussion on how the work could be carried out more productively and RC agreed to discuss this with the Archaeology Director. AS/GB mentioned the need for better tapes/markers to aid the recording of the position of metal detecting finds. The income raised from the £10pw did not cover expenditure. Options for covering costs in 2020 need to be discussed at the November meetings.
7. **Potential projects for 2020:** SY is proposing a return to the Cemetery and Manshead. DH mentioned possible opportunities at Everdon Stubbs and (with MOLA) Borough Hill.

RC suggested that CLASP may not have capacity to do all these and requested that all potential projects be discussed at the November meeting so an overall plan can be agreed. (DH/SY/RC). N.B. Since the meeting the Woodland Trust has stated that there is currently not expected to be funding for the Everdon Stubbs project in 2020.

8. **Arrangements for the October AGM and Public meeting were agreed.** Small Finds from Manshead to be displayed.
9. **Field Centre:** Many thanks to the 14 members that worked so hard moving the artefacts. The container is now in place. RC said he would work with FK to update a log of future actions. Plea from GB not to forget Pattishall.
10. **Physical Archive:** With the move of many artefacts to the Centre there is a real opportunity now to get a professional record together. FK has offered to complete his inventory of what is now there. JP spoke to a paper she had drafted on creating and achieving an Archive Plan and volunteered to take on the lead role for driving this forward. This was strongly endorsed by the Committee. SD said she would be happy to be involved, as will Christine Close. JP/SD to discuss with SY. We need to buy storage boxes and labels etc. Once requirements are drawn up DH lead in putting together a bid for funding, possibly as part of a total project covering items such as the cost of reports.
11. **Digital Archive** – The Principles was agreed that all CLASP data (and not just archaeological) should be in the Archive to protect against unforeseen circumstances. RC to discuss next steps individually with each data owner.
12. **Key CLASP Roles** – there a few critical roles to be filled plus too much dependency on a few individuals. RC will speak about this at the AGM.
13. **Communication from Affiliate Societies** – AS reported on the considerable work carried out by the 2 metal detectorist club affiliates at the digs. There is currently a great opportunity for NARC & CLASP to support an indication of interest to carry research in selected area relating to Boudica. DH explained that this arose from an initiative that a member (John Pegg) was involved in with Discovery Channel TV.
14. **AOB:** SD handed the Treasurer just over £200 petty cash from past activities. We need to research whether CLASP or Whitehall monies. Action DH.
15. Next meeting: 18th November 2019

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

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