

Worthing Archaeological Society

Committee Meeting Minutes held on Tuesday 16 October 2018
at 108 Upper Brighton Road, Worthing

Present: Mr Keith Bolton (Chairman), Mrs Connie Shirley, Mrs Gill Turner, Mrs Liz Lane, Mrs Teresa Griffiths, Mr Brendan Wyatt, Mr Nigel Rumble, Mrs Patricia Leming, Dr Jacquie Lake and Mrs Cheryl Hutchins

1. **Apologies:** Ms Amie Friend
2. **Minutes of the Last Meeting** were accepted.
3. **Matters Arising:** None
4. **Field Unit Update**
 - a. **Maintenance and possible expansion of Finds/Tools space:** Mrs Lane advised that Mr Chris Lane and Mr Richard Storey have commenced renovating the old garage.
 - b. **Slindon Field 20:** Mr Bolton is working on the report and post excavation reports will be discussed at the forthcoming post-excavation report meeting on 25th October.
Action: KB
 - c. **Rough Copse:** Mr Brendan Wyatt advised that the Rough Copse report is completed and will send it to Mrs Hutchins for publication in this year's journal. **Action: BW**
It is hoped the archive will be lodged in Arundel Museum.
 - d. **Binsted Pottery:** Mrs Gill Turner advised that 2-day sessions will continue later this week and on 13th/14th November. Dr Jervis will plan further necessary work, culminating in a sherd drawing exercise.
 - e. **Brinsbury:** Mrs Turner advised that the report will appear in next year's Sussex Archaeological Collections, subject to referees' approval.
 - f. **Sompting:** Mrs Shirley has assisted Mr Gordon Hayden in his article on prehistoric people's settlement along the changing coast using evidence from the Society's excavations for the journal. She is now starting the archaeological report for the summer dig at Malthouse.
Action: CS
 - g. **Fittleworth:** Mr Steven Cleverly has advised that Chichester & District Archaeological Society are still recording finds. A "flint splinter" group at WAS has been formed to analyse the flint finds. Mrs Turner will do initial PC work for the report and Mr Cleverly will create dot-density maps and write the final report. **Action: GT/SC**
 - h. **Records:** Mrs Turner advised that Mr Ian Robertson has confirmed he has the records for Blacksmiths Corner and is interested in helping Mr Pete Brannlund write the report. Members of the finds team are helping with data spreadsheets. Mrs Sioned Vos is working on behalf of WAS at Worthing Museum, going through the outstanding excavations list.

- i. **Walberton reinterment:** Mrs Lane advised that Mr Wishart and a small group of members met and reburied the bones with wild flowers and a libation in the field where they originally came from.
 - j. **Forthcoming work:**
 - i) Binsted is on hold as the householder is currently away.
 - ii) Mrs Shirley would like a resistivity survey in February/March at Sompting. She will agree dates in June 2019 with the Paddocks' tenants. The Chairman confirmed that Sompting is the priority for next year. **Action: CS**
 - iii) West Chiltonington – Mr John Crane discussed the site with the house owners and is looking to arrange a ground penetrating radar survey.
5. **Finance:** Mrs Shirley advised that subscriptions and donations have been steady. Gift Aid is good this year due to the Windows on the Pier donations last year. Reimbursement expenses have been paid to Mr Mike Tristram. Day Schools are breaking even. Insurance payments are reduced as they are paid together. We are not using the budgeted professional fees but these may be used for Blacksmiths Corner. Mrs Griffiths advised that Weebly only charged £36 for this year.
6. **Membership:** Mrs Lane advised that 103 members have paid, and there are 21 life members and 12 honorary members, making a total of 136 members.
7. **Secretary's report** – Nothing to report.
8. **Newsletter** - Mrs Lane sent out the latest Newsletter on 1st August.
Journal - Mrs Hutchins will have the excavation report on Rough Copse with the flint report and drawings, articles on the prehistoric settlement in the wet and dry coastal area (Gordon Hayden), Slindon Field 20 (Keith Bolton), and articles by Alex Vincent (Neolithic villages), Pete Skilton (Madame Jabot), Liz Lane et al (Major & Mrs Roper) and C Hutchins (walk around Littlehampton) for the 2018 journal. **Action: CH**
9. **Website** – Mrs Griffiths reported over 1000 unique visits per month, 99 people have been going straight to the events page, 55 straight to news and 29 straight to the membership page. There is now a breakdown under the publicity heading. She has scanned 14 journals from 2010 to 2001 and some annual reports. **Ongoing: TG**
10. **Planned Events**
Day Schools
 Mr Gordon Hayden – Late IA and Roman Pottery on 4th May 2019
 Dr Judy English – Food and Feasting through the ages – in July at Downs Barn (date tba)
 Mr Simon Stevens – Death and Commemoration on 23 November 2019
- Lectures Mrs Friend's lecture to an audience of 50 in October was excellent.
 Jon Sygrave on Sussex Flint Mines and the early Neolithic Whitehawk Causewayed Enclosure in Brighton on 13th November
 Jane Russell on The Prehistoric Archaeology of Orkney on 11th December.

Edwin Wood on The Roman Army in Sussex on 8th January 2019.

Later 2019 lectures as published on website.

Memorial walk - 28th October meeting at 10.30am in the Health Centre carpark in Steyning for a guided walk around Steyning Rifle Range with Justin Russell.

The Social will be arranged for Friday 23rd November at the Gardeners' Arms. Mrs Lane will email the membership. **Action: LL**

11. **Data Protection** Mrs Shirley has been approached by MORI about what the Society does in cases of data breaches.

A meeting of the GDPR group resulted in the following items to be retained: Volunteers attendance on WAS digs kept for 7 years; Current Account Charity Commission paying in and withdrawal books; Hard Copy Ledger of accounts/ssts from 2006; Study Day organiser to retain one (current) year of Study Day attendance sheets and accounts – copy to Treasurer who will keep for 7 years (financial purposes); and Relevant 'In perpetuity' Gift Aid forms/current completed new membership G.A. forms and current forms unspecified for G.A. or not. Items destroyed include: Gift Aid forms – lapsed members; Spreadsheet Account Hardcopy ledger 2000-06; Receipt stubs January 2001-November 2006; Membership payments sheet from April 1999; Membership list dated 12/3/2003; Failed Grant Applications 2009 (Walberton) + documentation; Millennium Award for £2580 in 2000 for Binstead dig – receipts destroyed; Accounts Book 1984-1998; Study Day attendance sheets and accounts – 2017. The Compliance Statement is on the website.

12. **Trustee Data Update:** Mrs Patricia Leming will read this through and report back at a forthcoming Committee Meeting. **Action: PL**

13. **Any Other Business:**

a) Mrs Lane advised the Committee of the acquisition of a new book "My Pestle in my Hand", a biography of Frances Roper newly published by her niece.

b) Mrs Lane has also received an email from South Downs Filmmakers offering to show old films to us. Mrs Lane will contact them to discuss **Action: LL**

c) Mrs Lane is happy to continue attending the Sussex Archaeological Forum. She advised that the position of FLO is being advertised although the funding ceases in 2020.

d) Mrs Griffiths suggested that Mrs Shirley speak at the October lecture of the 2019/20 season on the dig at Sompting. Mrs Shirley agreed.

e) Mrs Griffiths advised that Day Schools, Lectures and the Social will be advertised on Facebook. **Action: TG**

14. **Date of Next Meeting** Will be held at 7.30pm on Tuesday 15th January 2019 at De Bonheur, 1 Longlands Grove, Worthing. Mrs Shirley was thanked for her hospitality.

Keith Bolton
Chairman

17th October 2018