

Worthing Archaeological Society

Committee Meeting Minutes held on Monday 25th March 2019
at 35 First Avenue, Worthing

Present: Mrs Connie Shirley (Acting Chair), Mrs Liz Lane, Mrs Teresa Griffiths, Mr Brendan Wyatt, Mr Nigel Rumble, Mrs Patricia Leming, Dr Jacque Lake, Mrs Gill Turner and Mrs Cheryl Hutchins

1. **Apologies:** Ms Amie Friend and Mr Keith Bolton
2. **Minutes of the Last Meeting** were accepted.
3. **Matters Arising:** Under 4 a. Mrs Lane reported that the National Trust will help themselves to the sandstone pad stones in the Finds Shed, if and when they wish to use them. Under 13 c. Mrs Lane reported that summer walks will not take place. Under 4 j.ii. The owners of Wallace Avenue have not yet responded to Mr Sainsbury's contact regarding an excavation. Under 4 j.iii. Dr Matt Pope would appreciate being involved in any future work at West Chiltington.
4. **Field Unit Update**
 - a. **Slindon Field 20:** Mrs Turner has asked Mr Bolton for the context register which is necessary for the Finds Team to continue its work. **Action: KB**
 - b. **Slindon Stable Yard:** Mr Tom Dommatt of the NT has approached the Society asking whether it would complete recording of the stable yard and the remaining arches. It was agreed that this could be a Saturday project during the summer/autumn with Mr Bob Turner planning the unfinished yard and running a section drawing course for the arches part. Mrs Hutchins will co-ordinate the cleaning work. This agreement to be sent to Mr Dommatt via Mr Bolton. **Action: CH/KB**
 - c. **Binsted Pottery:** Mrs Gill Turner advised that one more recording day is necessary at the museum, followed by a day photographing and drawing selected pieces. Mr Turner is happy to run a drawing day. Mrs Turner is waiting to hear further from Dr Jervis.
 - d. **Sompting:** Mrs Shirley advised that resistivity is taking place on Malthouse Field. The livery business is due to close soon but the arrangements made taking into account the ponies will still remain in place. Mrs Shirley will arrange the toilets, and will contact the JCB driver to co-ordinate dates. Ms Amie Friend's schoolchildren's group and the 30 children from Sompting Primary School (in 2 groups of 15 each) will visit on Friday 7th June with Monday the 10th as a bad-weather back up. Mrs Shirley will be asking the diggers for help with the children. The dig runs from 1st-16th June with preparatory days in the week before. Ms Liz Walker will ask the new Finds Liaison Officer, Carolina Rangel de Lima, to attend. **Action: CS/ Liz Walker/AF**
 - e. **Fittleworth:** Mrs Turner and Mr Steve Cleverly of CDAS are arranging a series of meetings at the Finds Shed to amalgamate the collection. **Action: GT**
 - f. **Records:** Work is progressing.
 - g. **Forthcoming work** - Nothing further has been heard about the prospective work at Amberley under Robert Hutchison. Mr Bolton to contact him. **Action: KB**

5. **Finance:** Mrs Shirley circulated up-to-date accounts. Subscriptions are coming in, donations from the lectures are up but day schools are no longer as profitable as fewer are run. Insurance – the Society is again using Towergate and a sub-committee of Mrs Leming, Dr Lake, Mrs Griffiths and Mr Wyatt will review the situation next year and possibly seek another insurer to cover our 1,000 manhours and trustee insurance.
Possible professional fees and grants were discussed (HLF and Awards for All). Mr Wyatt is to contact Mr James Turner for his advice on applying for grants. The resistivity meter should be replaced at an approx. cost of £2,500 and a new ruggedized laptop is also necessary.
Mrs Shirley advised that there is a surplus of £300 in the Supplementary Expenses budget and asked for suggestions on how to use it.
6. **Membership:** Mrs Lane advised that 89 members have paid for the 2019, 16 paid last year but have not yet paid for 2019, and there are 21 life members and 20 honorary members.
7. **Secretary's report** – The AGM was once again successfully completed and the notes are with the Chairman for his approval. **Action: KB**
8. **Newsletter** - Mrs Lane will send out the next Newsletter on Thursday. **Action: LL**
Journal - Mrs Hutchins has been pledged several promising articles for the 2019 Journal and will follow them up. **Action: CH**
9. **Website** – Mrs Griffiths asked for small excavation reports for publication on the website. **Action: 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 on 8th June at Downs Barn
 - Mr Simon Stevens – The Archaeology of Death and Commemoration on 23 November 2019
 - Lectures
 - 9th April 2019 – Roger Cordiner and Anthony Brook on 'Medieval Building Stones in Parish Churches of the Worthing Area'.
 - Mrs Griffiths is working on next season's lectures with Mrs Shirley on the Sompting Malthouse Excavation at the Con Ainsworth lecture in October, followed in 2019 by the new Finds Liaison Officer Ms de Lima (her choice of subject), and Mr John Mills on Stopham Bridge. Dr Janet Pennington, Mr Bob Turner and Mr Richard Osgood are possibilities for 2020. **Action: TG**
 - Mr Nigel Rumble will take over Mr Andy Bell's duties at lectures from the start of the new season. **Action: NR**
11. **GDPR:** A discussion took place and additional wording will be added to the policy and put on the website. **Action: PL**

12. **Trustee Data Update:** Mrs Leming will circulate a new form to members to bring this up-to-date. **Action: PL**

13. **Safeguarding Policy:** Mr Wyatt will undertake the Safeguarding Officer role and will be DBS checked. It was agreed that 2.1.6 of the draft policy be removed. Mrs Leming will recommend future updates to the Policy. The Policy will be put on the website with a list of contacts in the event of an incident. **Action: BW/PL**

13. **Any Other Business:**

a) Mrs Lane will circulate further dates on Dr Judy English's excavation in Steyning.

b) Mrs Lane plans to bring out old books for a book sale on one day each week on the Sompting dig. Mrs Griffiths offered to attend Salvington Windmill's twice-monthly public opening in order to sell books. **Action: JL/PL/TG to discuss further marketing opportunities**

14. **Date of Next Meeting** Will be held at 7.30pm on Monday 17th June 2019 at Pike House, Honeysuckle Lane, High Salvington. Dr Lake was thanked for her hospitality.

Connie Shirley
Acting Chairperson

26th March 2019.