

Worthing Archaeological Society

Committee Meeting Minutes held on Tuesday 8th May 2018

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

Apologies: Mr Keith Bolton, Ms Amie Friend

1. Mr Nigel Rumble and Mr Brendan Wyatt were welcomed to the Committee.
2. **Minutes of the Last Meeting** were accepted.
3. **Matters Arising:**
 - i) Mr John Green advised that there is no Research Group. Agreed that this item should be removed from the agenda.
 - ii) Mr James Appleton of Adur & Worthing Council replied to Mrs Lane's letter advising that archaeological advice will be sought but plans for this have yet to be made as Mr John Mills' experience, which has benefitted the Council, is no longer available. Mrs Lane has replied and asked for information on how this new advice will be delivered.
4. **Field Unit Update**
 - i) **Slindon** – (a) The National Trust have advised Mrs Shirley that their contractor will be on site to open and backfill trenches. Diggers will be transported by the NT who will also provide a trailer to remove equipment from site at the end of the dig. Mr Tom Dommett would like the focus of the dig to be last year's Feature 10. Ms Liz Walker, Mr Brendan Wyatt and Ms Amie Friend will be supervisors. Mrs Turner and Mrs Shirley will confirm with Mr Gordon Hayden that he will do the pottery report. **Action: CS**
(b) The Trust advised that work to the arches in the stable yard will take place for 2 weeks from 14 May and there will be limited parking. Mrs Turner will cancel Finds Processing on 17 May. **Action GT**
 - ii) **Rough Copse** - Mr Wyatt and Ms Friend will shortly complete the 2017 report for inclusion in the current year's annual journal. **Action: AF/BW**
Mr Gordon Hayden has deposited finds from Gobblestubbs at Littlehampton Museum.
 - iii) **Binsted Pottery** – Mrs Turner advised that 2 additional recording sessions at Worthing Museum have been organised for 14/15 June and 8/9 August. **Ongoing**
 - iv) **Brinsbury** –It is agreed that an article by Dr David Field and Dr David McOmish on the flints only will appear in PAST (the newsletter of the Proceedings of the Prehistoric Society) while Mr Pete Brannlund's archaeological report will be added to the flint report and submitted to Sussex Archaeological Collections. All those involved will attend a site meeting at Brinsbury on 24 May, the conclusion being it is a probable ritual site. WAS has all the records including drawings but not the photographs which remain with Ian Robertson. **GT Ongoing**
 - v) **Research Group** – This agenda item will be removed.

vi) **Sompting** There is a presentation by Rampion at Ropetackle on 12 June. Mr Mike Tristram would like advice on how to preserve the BA pot and it was agreed that Mr Gordon Hayden should be asked for his help.

Action: CS

Malthouse – Mrs Shirley advised that a contractor is to work on gates and hard standing. The Society will have a stall in the “Sompting Old”. Luke Barber, Simon Stevens and John Mills have given Mrs Shirley suggestions on where are possible likely places for investigation.

Action: CS to write PD

vii) **Fittleworth** – Initial sort complete and recording is started. Mr Gordon Hayden will go through the pottery. Mrs Turner will discuss further with Mr Steven Cleverly. **Action: GT.**

viii) **Other Records** – An Extraordinary Field Forum meeting should be organised by Mr Keith Bolton to discuss what should happen to the drawings and photographs from Parham and the Binsted Tile Kiln, and the records on Lower Farm and St Nicholas, Angmering, returned to the Society by Mr Pete Brannlund. A decision needs to be taken on how to proceed with unwritten reports, and the deposition of finds and archives to museums.

ACTION: MR BOLTON &

FIELD FORUM

ix) **Surveying team** - Mrs Shirley advised that (a) the surveying team completed geophysics work at Ardingly, interpreted as a path through the paddock, and (b) augering will take place on 11 May at Binsted.

5. **Finance** - Mrs Shirley circulated accounts and advised that subscriptions and donations are looking good. Day Schools receipts do not quite cover expenses to date but it is expected that later events will cover this shortfall. Our excavation and trustee insurance is now with Export & General for 1000 whole days of work per year at a good saving. Professional fees should be spread over 2 years, and the Society needs to use its resources frugally in future. All attendance records for field digs should go to new Committee member Mr Nigel Rumble, from 2018 onwards, for insurance purposes.

Action: NR

6. **Membership** – Mrs Lane advised that 61 ordinary members, 10 life and 8 honorary members (a

total of 79) have returned the new forms while 94 members have paid subscriptions. This is a total of 130 members. Mrs Lane will send out reminders about the new form and data protection.

Action: LL

7. **Secretary's report** – Nothing to report.

8. **Newsletter** - Mrs Lane will be sending out the Newsletter on 25 May. **Action: LL**

Journal - Mrs Hutchins hopes to have excavation reports on Rough Copse and Slindon Field 20 for the 2018 Journal. **Action: CH**

9 **Website** – Mrs Griffiths advised that the Ropetackle event, Mr Pete Skilton's work on WW2, the indemnity form, data protection and privacy notice, new membership form, and information on new books, study days, etc. have been updated to the website. **Ongoing**

10 **Planned Events** - Mrs Shirley will book the 3 dates for lectures in 2018 at the Library and pay the backlog. **Action: CS**

Day Schools & Lectures:

Lectures are arranged for the 2017/2018 season.

Day Schools: - Mr Bob Turner will teach a planning/drawing day at Malthouse.

Mr Jeremy Clarke – Introduction to Timber-framed Buildings in the Weald
on 29 September at Worthing Museum.

Mr Gordon Hayden – Late IA and Roman Pottery on 5 May 2019.

Mr Simon Stevens – Death and Commemoration on 23 November 2019.

11. **Data Protection** - Mrs Leming advised the Committee of the 12 Steps, and she and the Committee put in place a procedure for detecting and investigating a reported breach of personal data.

Retention of paper records will be revisited at a future meeting.

Action: Committee

12. **Trustee Data Update** – Mrs Leming advised that all Trustees, with 2 exceptions, have completed eligibility forms. Mrs Shirley has updated the Charity Commission's website with revised trustee data and the accounts for 2017.

Action: KB/AF/CS

11. **Any Other Business** - None

12. **Date of Next Meeting** - Will be held at 7.30pm on Tuesday 31 July 2018 at Mrs Griffiths' in Worthing. Mrs Lane was thanked for her hospitality.

Connie Shirley
Acting Chair

9th May 2018