

Worthing Archaeological Society

Committee Meeting Minutes held on Monday 30 September 2019 at De Bonheur, 1 Longlands Grove,
Worthing

Present: Mr Keith Bolton (Chair), Mrs Connie Shirley, Mrs Gill Turner, Mrs Liz Lane, Mrs Jennie Williamson, Mrs Patricia Leming, Mrs Theresa Griffiths, Dr Jacquie Lake, Mrs Vicky Lillywhite (Acting Secretary)

1. **Apologies received from:** Mr Nigel Rumble, Mrs Cheryl Hutchins, Ms Amie Friend
2. **Minutes of last meeting were approved**
3. **Matters arising:**

Mrs Connie Shirley informed the meeting about a possible data breach that concerned Worthing Archaeological Society (WAS). Mrs Shirley had taken advice from the Information Commissioners Office and made some enquiries about WAS's legal position. An appropriate course of action was agreed. **Action KB/CS/PL**

4. **Field Unit Update:**

- a) **Slindon Field 20:** Mr Bolton to write the report. Mrs Turner is writing the flint report. Mrs Shirley asked if Mr Bolton would be in a position to provide an interim report to Mrs Hutchins for the next journal. Mr Bolton said he would try. Mrs Turner will be asking Mr Gordon Hayden to look at the pottery in the Upton Collection. **Action KB/GT**
- b) **Slindon Stableyard :** Mrs Vicky Lillywhite advised a large part of the north wing floor surface had now been exposed, possibly enough to enable Mr Turner to complete his plan of that area. Work had now begun to clear more towards the West wing but that scaffolding and skips were currently preventing full access. The clearing project is ongoing. Mrs Shirley has surveyed the arches in and Mr Turner has also completed a drawing of these. A WAS drawing dayschool with Mr Bob Turner is being run at the stableyard on Saturday 5 October.

It was mentioned that Ms Katie Archer (Slindon Warden, National Trust) has mentioned she believes Mr Tom Dommett (Regional National Trust Archaeologist) has previously commissioned a survey report of the Slindon Estate. Mr Bolton will contact Mr Dommett to ask for a copy. **Action: KB**

- c) **Binsted:** Mrs Turner advised a drawing dayschool is being run on Wednesday 13 November 2019 at Worthing Museum by Mr Bob Turner where WAS members will be drawing pieces from the recently catalogued pottery collection.

Dr Ben Jervis is writing the report on the collection.

Mrs Shirley advised that she will email a copy of the report to Emma Tristram who has expressed an interest in the potential for further excavations in the region of the kiln site and asked WAS if they would be interested in completing the fieldwork. Mrs Shirley will advise Ms Tristram that, should the fields be affected by future development, a professional

archaeological unit would be able to complete a more detailed record of any archaeology present.

Mrs Liz Lane said she would contact Mr James Sainsbury to ask him to check what is currently recorded on the HER for the Binsted area. **Action CS/LL**

d) **Sompting:** Mrs Shirley advised that three trenches were filled back in on Saturday 28 September. Two completely and one with a tarp inside so it can more easily be reopened. Mrs Shirley will be checking with the landowner/field users to ensure that they are happy with the backfilling and if any further smoothing needs to be done. Mrs Shirley also advised that Mr Tristram has located some old family documents dating back to 1758 that show a sketch with Malthouse field on them. She will discuss further at the upcoming WAS lecture on 8 October. Mrs Shirley informed the committee that Mrs Vicky Lillywhite has volunteered to be Mrs Shirley's field work assistant and will help with next year's Malthouse excavations.

Action: CS

EPIC: Mrs Theresa Griffiths summarised the EPIC project to the committee, the finds were predominately flint and on the last visit a knapping site had been located showing the area had not all been as disturbed as previously believed. Mrs Turner had also found a deliberately damaged Barbed and Tanged arrowhead. WAS are welcome to complete field work there at any time but the knapping site is alongside a newly dug stream channel that has very soft sides, so is only safe to access during dry weather.

e) **Fittleworth:** Mrs Turner advised that Mr Gordon Hayden had identified the pottery for the site as being Iron Age. Mr Steve Cleverley from CDAS is currently recording the flints onto the data base and will produce a findspot dot diagram.

f) **Records and Unpublished WAS Excavations:** Mrs Liz Lane advised she would ask Mrs Sioned Vos for an update. **Action: LL**

g) **Brinsbury:** Mrs Turner advised that the article on Brinsbury would now not be published in SAC until 2020 due to a delay in submission. Mrs Turner and Mr Peter Brannlund met recently with representatives from Chichester University/Brinsbury College who were very keen to maintain a relationship with WAS and will inform WAS if further fields at Brinsbury become available for ploughing. They have agreed to have the site archives and finds deposited in a local museum (still to be confirmed) and would like some of the finds out on display at the college. Brinsbury would like WAS to have a stall at their show on 17 May 2020.

Action GT/PB

h) **Amberley:** Mr Bolton advised he had submitted the Geophysical report to Mr Robert Hutchinson but had heard no more since so would contact him again. Dr Lake suggested Mr Hutchinson was approached to give lecture or dayschool to WAS in the future.

Action JL/KB

i) **Records:** No update available

- j) **Forthcoming work:** Nothing to report. Mrs Shirley advised that she and three other WAS members completed a surveying lesson for children at Ms Amie Friends school recently and Mrs Turner advised that Mr Bob Turner would also be giving the children a prehistoric lesson.
5. **New Committee Members:** Mrs Jennie Williamson and Mrs Vicky Lillywhite were welcomed as new committee members and will be formally voted onto the committee at the next AGM. They will be added to the Trustees list at the annual review.
6. **Finance:** CS provided list of current WAS finances and advised she would shortly also complete the Gift Aid submission.
7. **Membership report:** Mrs Liz Lane advised that 99 members had paid for membership in 2019, there are 21 life members and 13 honorary members giving a total of 133 members. 4 new members had joined in the last two weeks. Mrs Lane said she wanted to put a WAS poster in Worthing Museum. **Action LL**
8. **Secretary:** No update
9. **Newsletter and Journal:** Mrs Lane advised the latest newsletter was about to be emailed out. Mrs Lillywhite advised the Mrs Hutchins was very keen for any submissions for the next journal be submitted by 1 November. **Action LL/CH**
10. **Website:** Mrs Griffiths shared a website report which detailed that in September 2019 the WAS website had had 123 visits with views across 209 pages. For the last year (Sept-Sept) the website had had 1413 visits with views across 2700 pages. Mrs Griffiths also asked for clarification of lecture times for the website pages.
- Mrs Griffiths expressed a concern that newsletters that are on the website have personnel emails on them which could breach GDPR regulations. There was a discussion regarding having a 'contact us' box on website instead. Mr Bolton expressed a concern at this being regularly checked but Mrs Lane and Mrs Griffiths said it should not be a problem. **Action LL/TG**
11. **Planned Events:**
- a) **Study Days** Mrs Lane advised she had booked the Gardeners Arms for Friday 22 November, £10 per head for the WAS Social.
- Mrs Leming advised that the next Study Day was Simon Stevens on 23 November. The day has broken even but a few more attendees would be welcome. Mrs Leming and Dr Lake are due to meet to discuss future dayschools and Mr Bolton suggested WAS only had 3 per year. Mrs Shirley suggested that Matt Pope be asked for another dayschool based on his new Slindon publication.
- b) **Lectures** Times were confirmed for the website and newsletter regarding lectures particularly when they move to the Gordon Room on 12 November. Refreshments, etc will be available from 7pm, the lecture will be 7.30-8.30pm and then everything packed away and out by 9pm. As there are no kitchen or bar facilities WAS will supply the cups, etc to provide refreshments.
12. **GDPR:** Mrs Leming advised she will complete another WAS compliance assessment in January 2020. **Action PL**

13. Trustee Data Update: Mr Bolton signed the Trustee Eligibility Declaration form. It was discussed that WAS already have policies covering GDPR, Safeguarding, Theft and Insurance as required by the Charity Commission. Mrs Leming mentioned that an Investment Policy was missing. Mrs Shirley replied that WAS adopted a low risk approach to investments spreading them out across current, savings and charities accounts and these were reviewed at committee meetings.

14. Safeguarding Policy: was compiled by Mr Brendan Wyatt in June 2019 and will be reviewed in June 2020. **Action BW**

15. AOB:

Mrs Lane- Of interest - Lecture at Sussex Uni on 16 October Dr Sam Moorhead, British Museum.

Geological walk suggested by John Lonergan maybe for the New Year.

BHAS had shared their list of trips with WAS. Mrs Leming and Dr Lake will review.

Mrs Leming advised she would contact the Gordon Room in advance of WAS using it to ensure all set up and facilities are as have been requested. **Action PL**

16. Date of next meeting: Next meeting is Monday 13th January 2020 at Dr Lakes. Mrs Leming was thanked for her hospitality