

# Worthing Archaeological Society

## Extraordinary Committee Meeting held on Monday 8<sup>th</sup> June 2020 via Zoom to consider planned events in the light of COVID19

**Present:** Mr Keith Bolton (Chairman), Mrs Connie Shirley, Mrs Gill Turner, Mrs Liz Lane, Mrs Theresa Griffiths, Mr Brendan Wyatt, Mr Nigel Rumble, Mrs Vicky Lillywhite, Mrs Jennie Williamson, Ms Amie Friend, Dr Jacqueline Lake and Mrs Cheryl Hutchins

**1. Apologies:** Mrs Patricia Leming

**2. Field Unit Update:** a) **EPIC** have asked the Society to excavate a Late Mesolithic/Early Neolithic Site knapping site in July with James Sainsbury of Worthing Museum as a paid Project Manager. This will present difficulties in view of the COVID19 Pandemic. Mrs Shirley has spoken with the EPIC team and the work will be cutting a section into the bank, areas for surface collection, and an area of socially distanced test pits within a 40m x 20m grid. She would like 10 people on site and hopes that new Government Guidelines will be soon be published to allow this. Mrs Vicky Lillywhite volunteered to be the Government Guideline Tracker.

**Action: VL**

Recommendations at this site are:

- No toilets
- Participants should wear face coverings and gloves
- Book morning or afternoon digging slots
- Use the same parking as the contractors
- Diggers to dig, record, photo, mark plastic bags for finds, wash finds and complete context recording for one test pit.
- Possible Fieldwalk
- Mrs Shirley to survey and auger before dig which will involve 6 people for 1 day.
- The site will be shut immediately if anyone tests positive for COVID19.

b) **Malthouse** was originally planned for August but is momentarily put on hold. Mrs Shirley will liaise with Mr Tristram.

**Action: CS**

c) **Slindon Stableyard** Mrs Hutchins will contact Katie Archer of the National Trust and ask whether we can return to work on Saturdays from September. Any protocols established for EPIC will be followed at Slindon, and if possible at Malthouse.

**Action: CH**

**3. Membership** Mrs Lane advised that we have 74 paid members, 20 Life and 14 Hon, making a total of 108.

**4. Newsletter** Mrs Lane thanked those members who distributed the latest newsletter to those members without an email address.

**5. Study Days** Dr Lake read from Mrs Leming's prepared statement and it was decided that Dr Hutchinson's Study Day should be postponed until next year. Dr Lake will contact him. The situation on Dr Jervis' study day on Binsted Pottery planned for 14<sup>th</sup> November should be

monitored and a decision made nearer the time.

**Action: JL**

**6.Autumn Lectures** Likewise the situation should be monitored and decisions made nearer the time. It was suggested that speakers could make videos and an email will be sent to members asking them if they would like this. Ms Friend offered to search for a suitable vehicle.  
**Action: TG to email members & AM to research**

**7.GDPR** Mrs Leming offered to update the Compliance Statement on the website which was gratefully accepted by the committee.  
**Action: PL**

**8.Trustees** Mrs Leming offered to update the current list of Officers in the Policy Area on the website to include Mrs Lillywhite and Mrs Williamson  
**Action: PL**  
Mrs Leming has the annual Trustee Eligibility Declaration form for signature and Mrs Shirley suggested it was acceptable for this to be signed virtually and returned to Mrs Leming. Dr Lake will advise Mrs Leming of this.  
**Action: JL/PL**

**9.Health & Safety** Mr & Mrs Lane offered to visit the shed, subject to permission from Katie Archer and will check the First Aid Boxes.  
**Action: CL/LL**

#### **10.Any Other Business**

- a)Mrs Leming advised Mrs Turner that she has the Insurance Certificate for the shed.
- b)Mrs Leming is also willing to discuss the Treasurership when COVID guidelines allow.
- c)Mrs Lane asked if the Climping Project can be reinstated. Mrs Turner advised that it needs a Project Design and a structure. Mr Keith Bolton has agreed to contact Mr James Kenny and Dr Matthew Pope.  
**Action: GT**

**1.Date of Next Meeting** will be on Monday 8<sup>th</sup> July via Zoom. Mrs Shirley was thanked for organising this meeting and will arrange that on 8<sup>th</sup> July. **Action: CS**

**Keith Bolton**  
**Chairman**  
**9<sup>th</sup> June 2020**