

**YCCCART Committee Meeting
19th December 2013 at Bickley.**

Action points	
	Present: Philippa Cormack, Peter Wright, Chris Short, Peter English (Chair), John Wilcox, Mary Campbell, Ian Morton, Geoff Pearson, Janet Dickson, Colin Campbell, Chris Lufflum & Vince Russett,
	Apologies: Brian Bradbury,
	Minutes of last meeting Agreed
	Matters outstanding from previous meetings Pseudosection kit. No progress made due to various unforeseen circumstances.
	Matters arising from last meeting
Action 1	<p>1. Publications Review of Cadbury Hill Management Plan- has been overtaken by events</p> <p>2. Risk assessment VR reported that North Somerset have a number of freely accessible templates which could be adapted by YCCCART for future site surveys especially for health and safety assessments when clearing sites and the use of sharp implements. PW and PE mentioned that they had recently completed risk assessments for 'Tools' (TFSR charity) which could also be easily adapted.</p> <ul style="list-style-type: none"> ▪ PE and PW to complete a H&S risk assessment for the use of edged tools using the TFSR pro-forma and pass to VR for discuss/approval. ▪ Members to be encouraged to read RAs before commencing work on a site. (have available on the member's area of the website) ▪ RAs to be made available to landowners ▪ RAs should form part of the final report
Action 2	<p>3. Reports Y15/ 2011, Wraxall Villa – NEAT still to obtain permission for report to go on web site. Havyatt (unnumbered report) is still outstanding and awaiting photos from Nick Joy.</p> <ul style="list-style-type: none"> ▪ As there has been no change on the position of the above it was suggested that they are published on the member's area of the website. CS to pass to UH for inclusion.
Action 3	<p>Financial report</p> <p>Peter English thanked Peter Wright for his work on producing the financial report. He also thanked Phillipa Cormack for the work that she and Judy Sacks do each week providing refreshments & the contribution which the coffee money makes to YCCCART's finances.</p> <p>PW reported that finances are healthy and that subscriptions could remain at £10.00. The issues surrounding the Dell XPS laptop was discussed and it was agreed that purchasing a new, smaller laptop should be considered. As the Dell had been an expensive investment it was felt that YCCCART should try to trade it in to offset the cost of a new machine.</p> <ul style="list-style-type: none"> ▪ PE to approach UH or AL as to how this might be done

<p>Action 4</p> <p>Action 5</p>	<p>Plans</p> <p>IM has approached Alan Collins for further work at Iwood. Follow up at Wemberham on areas which produced interesting results and which are outside the scheduled area. Woodspring Priory The paddock at St Andrew's Church Congresbury Bluecoat Farm Lympsham. Kenn Moor Project- a potential link with Wemberham Villa Congresbury Kilns sites</p> <ul style="list-style-type: none"> ▪ A proper plan is needed for the Kilns Project – VR CS & PE <p>The next meeting of the Planning Committee was set for January 6th 2014</p> <ul style="list-style-type: none"> ▪ JD to email all members for additional suggestions and compile a list of potential sites.
	<p>Publications</p> <p>Reports Collins 2 RM 15 updated report and Wemberham Villa RM15 & 601 reports outstanding It was felt that some of the earlier reports should be reviewed eg Bickley 1 extension</p> <p>Newsletter December edition now available on the website</p>
<p>Action 6</p> <p>Action 7</p>	<p>Website</p> <p>It was agreed that YCCCART members need to be encouraged to make more use of the member's page on the website. It was not considered necessary to send the minutes of committee meetings and financial reports to everyone on YCCCART's membership list but to make them available via the member's area on the website.</p> <ul style="list-style-type: none"> ▪ IM & PW to email secretary most recent member's lists & CS with a more general list of those interested in YCCCART's work. ▪ JD to email UH minutes of meetings etc ▪ JW to ask Mike Sweeting to create links from the Congresbury Village website to YCCCART and to ask AL to check if Yatton History's website has a link
<p>Action 8</p>	<p>AOB</p> <p>Brian Bradbury asked CS to remind the committee that its constitution requires it to have two meetings per annum. Arthur Langley and David Walker, recent recruits to YCCCART were praised for their contributions to the society. JW suggested that a letterhead might be appropriate for future correspondence</p> <ul style="list-style-type: none"> ▪ JD to create a possible template based upon the existing YCCCART logo & pass to PE for approval. <p>PC reminded the committee that Mary Campbell celebrates her 90th birthday early next year. A fish and chip lunch was proposed for 6th February subject to the Methodist Hall</p>

<p>Action 9</p>	<p>being available.</p> <ul style="list-style-type: none"> ▪ CC to check availability of venue <p>FRED</p> <p>The importance of the work done by the FRED team was raised by IM who felt that its uniqueness could be exploited in some way to YCCCART's advantage. VR reported that this type of surveying technique is not commonly used by the 'archaeological community' anywhere in the country. Although there was some discussion about how FRED should be used, before or after more orthodox surveying techniques, the general consensus of the meeting was that it was an invaluable tool. The importance of the Wemberham results, where it revealed two new sites, further underlining its ability to detect potential archaeology where there is no physical evidence on the surface. GP apologised for his slowness at producing his FRED reports; the data has been downloaded and he is currently working on a suitable format to present the evidence. Once the pro-form is in place all the outstanding reports, Cadbury Hill, Woodspring, Iwood and Wemberham will follow quickly. He did not feel that the use of FRED could be developed to a wider audience until the reports had been published. PC reminded the meeting that FRED results were always included in review sessions where they attracted a good deal of interest and comment.</p>
<p>Action 10</p>	<ul style="list-style-type: none"> ▪ GP to continue working on a suitable template for FRED reports.
<p>Date of next meeting Monday February 3rd, 10.00am Bickley</p>	