

**YCCCART Committee Meeting
10th September, 2015 at Congresbury Tennis Club.**

Action points	
	Present: Peter Wright, Peter English (Chair), Geoff Pearson, Janet Dickson, John Wilcox, Vince Russett, Philippa Cormac, Chris Luffham & Arthur Langley.
	Apologies: Chris Short, Brian Bradbury.
	Minutes of last meeting Agreed
Action 1	<p>Matters outstanding from previous meetings</p> <p>Publications <i>Chris Short thanked VR for his work on the reports which are almost up to date.</i></p> <p>Upgrading the large laptop AL to look at the memory capacity of the laptop and the cost of upgrading. Report findings to CS.</p> <ul style="list-style-type: none"> • Arthur will arrange a time to collect the laptop from Chris
Action 2	<p>Back up for downloading Proposed refresher session with AL and VR still outstanding.</p> <ul style="list-style-type: none"> • Arthur felt that this was a good activity for the winter when opportunities to carry field surveying were limited.
Action 3	<p>Progressing the Pottery project. UH & JW to begin photographing Congresbury ware in local museums. <i>John W queried the logistics of this project as he currently photographs individual items of pottery from 4 different angles. It was acknowledged that this was far too big a task to be undertaken easily.</i></p> <ul style="list-style-type: none"> • PE & CS to provide JW & UH with a specific brief for the project, identifying exactly what will be photographed and how the information will be presented to ensure a consistent approach. • Taunton museum to be contacted again.
Action 4	<p>Matters arising from last meeting</p> <p>Newsletter. Articles and items for the newsletter are being collated by CS for Unsal Hassan to produce the next newsletter.</p> <ul style="list-style-type: none"> • JD to raise the issue of a newsletter at the next YCCCART meeting.
Action 5	<p>Standardization of file names</p> <ul style="list-style-type: none"> ▪ CS and AL to meet to agree a standard format. <p>Presentation of material at review days etc JW reminded the committee of a point he had raised at the last meeting regarding the visual impact of the information presented to YCCCART members at review meetings. He shared a short video of the Iwood dig suggesting that this type of format might be more appealing to members. It was agreed that geo-phys results would continue to be</p>

<p>Action 6</p>	<p>presented in the usual way but that where possible other approaches would be considered.</p> <ul style="list-style-type: none"> • JW agreed to create a short movie presentation of YCCCART's work for 2016 AGM.
<p>Action 7</p> <p>Action 8</p>	<p>Chairman's report PE reiterated that the threat of potential development in the Congresbury, Yatton and surrounding areas continued to determine YCCCART's surveying programme however, for the first time, YCCCART had temporarily run out of sites for investigation. This was due to the 601 being out of action, to the fields at Kenn Moor still waiting to be cut and Vince's inability to confirm access to the Locking Castle site with the tenant farmer. CL mentioned that the Research team were working through Derek Lilley's archive and was certain that there were many potential sites for future work. PE remarked that the Iwood dig had been a very successful part of this summer's investigative work as it enabled YCCCART to explore other types of archaeological investigation. He mentioned that Allan Collins was happy for future small scale digs to take place on his land whilst it might be possible to open up some small test pits in Yatton.</p> <ul style="list-style-type: none"> • The Research Team to provide the Planning Committee with an initial list of possible sites in and around Yatton with their appropriate contact details. <p>PE once again stressed the importance of having an opportunity for all teams to meet and discuss the day's work over a cup of coffee. He felt that the tennis club was a successful venue and thanked JD for finding a suitable place.</p> <ul style="list-style-type: none"> • JD to speak to Liz Greaves about the implications of heating the hut during the winter.
	<p>Financial report Peter English thanked the Treasurer for his work in producing the Financial Statement. Pete Wright reported a healthy bank balance although there was the cost of repairing the 601 machine still to be deducted. He noted that the increase in coffee charges more than covered the quarterly charge of hiring the tennis club. He drew the meeting's attention to two donations to YCCCART funds from work which he had carried out at Bickley and from the sale of model railway related ephemera. He also highlighted the cost of the safety fencing purchased for the Iwood dig but which was damaged by cattle. Currently YCCCART has 28 paid up members. PE thanked PW for the donation and PC for the considerable contribution which the coffee fund made to YCCCART's finances.</p>
<p>Action 9</p>	<p>601 machine It had been agreed, prior to the meeting, that the 601 machine should be sent away for repair/servicing/up-grading.</p> <ul style="list-style-type: none"> • PE is dropping the 601 off in Oxford today, 10.09.15. It should be ready for collection within a fortnight. Estimated cost £300.
	<p>Review of coffee arrangements. See above.</p>
	<p>Future plans. VR shared his thoughts about the following possible sites:</p> <ol style="list-style-type: none"> 1. Sites identified by Dick Broomhead around Congresbury inc Honey Hall. 2. Hillsea- late Saxon site in Claverham. 3. Kingston Seymour- Roman salt kilns. 4. Ashcombe Park- a prehistoric field system. 5. Churchill- another Saxon island but also fields with interesting names.

<p>Actions 10-12</p> <p>Actions 13-14</p>	<p>6. Honey Hall 7. Monitor the Bristol Water pipeline</p> <ul style="list-style-type: none"> • VR to contact the tenant farmer at Locking Castle • PW to approach P Edwards • PE & PW to contact Urchinwood. <p>It was agreed to hold a review day in early November followed by a fish and chip lunch.</p> <ul style="list-style-type: none"> • JD to book Congresbury Methodist Hall and inform all members • PC to co-ordinate orders etc
<p>Action 15</p> <p>Action 16</p> <p>Action 17</p> <p>Action 18</p> <p>Action 19</p>	<p>AOB</p> <p>PE raised the issue of recruitment and retention of new members. It was agreed that finding sufficient able-bodied volunteers was a 'universal' problem for many societies and organisations. JD felt that perhaps not enough was done to encourage potential volunteers who express an interest at promotional events, ie village fetes. PC suggested holding an open session for possible new volunteers to give them a better understanding of community archaeology.</p> <ul style="list-style-type: none"> • Post fetes JD to contact potential volunteers and invite them to an extended coffee meeting where they can learn about YCCCART and its work. <p>PC also highlighted the problems caused when too many volunteers turn up and are surplus to requirements. The issue of determining more accurate availability was raised and although it had had limited success in the past the meeting felt that it was worth trying to encourage members to give the planning committee some idea of their commitment.</p> <ul style="list-style-type: none"> • As a trial JD will ask members to inform her of their availability at the start of each month. To be reviewed at the next committee meeting. <p>JW asked if all future emails could be sent 'blind'.</p> <ul style="list-style-type: none"> • JD agreed to do this <p>VR suggested other field work activities which could work alongside surveying with machines ie hedgerow surveys.</p> <ul style="list-style-type: none"> • VR, post retirement, to train YCCCART members in other elements of archaeological fieldwork. <p>To ensure that YCCCART volunteers are fully employed JD suggested that there should be a team dedicated to cataloguing the pottery finds (See also Action 3) with its own team leader. Dave Long was suggested as he has the necessary expertise.</p> <ul style="list-style-type: none"> • PE & JD to approach Dave. <p>PC queried YCCCART's position after VR's retirement as community archaeology groups are required to work under the auspices of a professional archaeologist. VR</p>

