

**YCCCART Committee Meeting
15th September 2016 at Congresbury Tennis Club.**

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| Action points | |
| | Present: Peter Wright, Peter English (Chair), Geoff Pearson, Janet Dickson, Vince Russett, Brian Bradbury. Chris Short, Philippa Cormac, Chris Luffham & Arthur Langley. |
| | Apologies: John Wilcox, |
| | Minutes of last meeting Agreed |
| | <p>Matters outstanding from previous meetings</p> <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. • Agreed to photograph YCCCART's collection first. • Possibly meet on an alternative day ie Mondays. |
| | <p>Matters arising from last meeting</p> <p>Mary Campbell Mary's family who are happy that a tree should be planted in Mary's name and will be in contact when a suitable site has been identified.</p> <p>Hillforts of Britain and Ireland- Oxford University</p> <p>GP drew the meeting's attention to this project which aims to create an atlas of hillforts suggesting that YCCCART's archive of information about Cadbury Hill should be shared. VR was asked if he could send the project the relevant links to the most useful reports on YCCCART's website</p> <ul style="list-style-type: none"> • VR to contact Gary Lock <p>GP has produced a list of all the FRED reports.</p> <ul style="list-style-type: none"> • JD to pass the list to UH for publication on the member's area of the website. |
| | <p>Chairman's report</p> <p>PE felt that YCCCART had had a very busy few months even though there had been difficulties accessing some of the fields along Kenn Moor. The highlight of the summer had to be the excavation at the Cross and he thanked VR for all the work he had done at the time and in writing up the report. VR confirmed that the report is now ready to be sent to Congresbury Parish Council, North Somerset Council and Historic England. PE raised the issue of how to deal with those times when there is too little field work and too many volunteers and asked the meeting for ideas about how to address this issue.</p> |
| Action 1 | <ul style="list-style-type: none"> • PC proposed that each team should determine the level of commitment a week in advance. |

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| <p>Action 2</p> <p>Action 3</p> <p>Action 4</p> <p>Action 5</p> | <ul style="list-style-type: none"> When members know that they are unavailable for a period of time ie holidays to mark themselves absent in the coffee book. <p>CS felt that it was a good idea to always have some fallback plans; he mentioned a list which VR had produced which highlighted a wide variety of alternative activities and future projects. PE thanked VR for taking the time to compile the list.</p> <ul style="list-style-type: none"> VR's list to be raised at the review meeting in October and members encouraged to take on the responsibility of leading one of the suggestions. <p>JD queried whether field work needed to be carried out all year round suggesting that holidays and grand-parenting duties often meant fewer volunteers in August. The meeting felt that it would be unwise to abandon work at this crucial time of the year but agreed not to do outdoor activities over the Christmas/ New Year period.</p> <ul style="list-style-type: none"> Members to be informed of the winter programme at the review meeting. <p>VR's suggestion of a social walk was well received and will be included into YCCCART's annual programme of events.</p> <ul style="list-style-type: none"> Dates to be arranged at the next planning meeting- Tuesday September 27th 2.00pm tennis Club. <p>JD mentioned that there was an opportunity to visit Marden Henge a Neolithic site which is dug by students from Reading University each July.</p> <p>Finally PE thanked AL and JD for their work on the Cadbury Hill interpretative boards.</p> |
| <p>Action 6</p> | <p>Financial report</p> <p>PW reported no significant changes since the last financial statement. YCCCART continues to have a healthy bank balance. PW reported IT problems.</p> <ul style="list-style-type: none"> IM to send a copy of the Financial Statement to JD for inclusion in the minutes. <p>PE thanked PW for all his work.</p> |
| <p>Action 7</p> | <p>Plans and priorities for Autumn 2016</p> <p>Even though there had been problems recently in finding sufficient work for all YCCCART's teams CS warned against taking on too many new projects.</p> <p>The following have been identified.</p> <ol style="list-style-type: none"> Complete Locking Castle- all teams Complete Simmons fields- RM15 & FRED Dave Ridley Cleeve – 601 and possible test pits <ul style="list-style-type: none"> VR and CS to visit the landowner Winscombe Moat Pottery project Continue recording the parish boundary and TW stones Photograph the Quaker graves in Meeting House Lane Cleeve Scrub clearance on Cadbury Hill |

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| <p>Action 8-9</p> <p>Action 10</p> <p>Action 11</p> | <p>Newsletter JD shared the draft of the September edition of the newsletter which is now ready for publication.</p> <ul style="list-style-type: none"> • AL to format the text on to his template and then send to CS in PDF form to be published on the website. <p>It was agreed that the newsletter should not just be available on the member's page but to all so long as there were no copyright issues.</p> <ul style="list-style-type: none"> • JD to print off copies for laminating (PW) and distribute to Yatton and Congresbury Libraries. <p>VR suggested ending the newsletter to other interested parties inc. the Local History section in WSM Library.</p> <ul style="list-style-type: none"> • VR to provide JD with a list of contact details for the above. |
| <p>Action 12</p> <p>Action 13</p> <p>Action 14</p> | <p>AOB</p> <p>FRED- GP reported that he had provided the US based Golden Software company with a case study on YCCCART's use of FRED, using the Wemberham villa results.</p> <p>LAPTOP CS asked the meeting to consider purchasing a new laptop as the current machine is nearing the end of its life. A joint purchase with the History Group was considered but as YCCCART has the funds it was felt we should go ahead and find a laptop which best suits our needs up to £500 max.</p> <ul style="list-style-type: none"> • CS and VR to investigate further <p>BACK UP HELP CS raised the issue of not having sufficient volunteers able to back up the survey data. He also highlighted the problem of only having a limited number of people sufficiently skilled or capable of using the machines. (This is often a problem when team leaders are out of action for a period of time.)</p> <ul style="list-style-type: none"> • Volunteers to be sought- review meeting <p>TENNIS CLUB KEY PC suggested that the keys to the tennis club should be held by those who live in Congresbury. PE and JD have the keys at the moment.</p> <p>LETTER TO NSC CS mentioned that he had written to Historic England about NSC's attitude towards appointing a new archaeologist. (Now due to start work in October.) He had raised concerns because there were so many potential threats to archaeology in the area. VR reported that Historic England was monitoring closely the Bristol Water pipe-work scheme. CS informed the meeting that Mel Barge had replied to his correspondence and had provided him with some extremely useful ammunition. CS felt that YCCCART should submit a letter of objection re the Brinsea Rd application which would destroy potentially significant archaeology on the site.</p> <p>The meeting agreed to a letter being written in PE's name.</p> <ul style="list-style-type: none"> • CS to draft a letter, JD to send to NSC <p><i>Letter submitted to planning website Monday September 19th 8.30am</i></p> |

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| <p>Action 15</p> | <p>REVIEW DAY PROGRAMME- THURSDAY OCTOBER 20TH 10.00am Congresbury Methodist Hall inc. coffee and biscuits</p> <ul style="list-style-type: none"> • VR's presentation on the Congresbury Cross excavation • Future plans, priorities and projects- VR's list • FRED- imputing data <p>PLANNING MEETING - Tuesday September 27th 2.00pm Tennis Club.</p> <ul style="list-style-type: none"> • JD to inform members. |
| | <p>Date of next meeting tba</p> |