

YCCCART Committee Meeting 15th November 2012 at Bickley

Present: Philippa Cormack, Peter Wright, Chris Short, Vince Russett, Brian Bradbury, Peter English (Chair), John Wilcox, Ian Morton & Janet Dickson.

Apologies: Marianne Pitman, Mary Campbell, Colin Campbell & Chris Lufflum

Minutes of last meeting

Agreed.

Matters outstanding from previous meetings

Geophiz interpretation- it was decided to no longer pursue this due to the difficulties in contacting John Gater.

New GPS – New machines not available.

FRED training now complete.

Logo- Review next meeting

Pseudosection kit –Outstanding. PE to follow up possible production of Pseudosection kit with Bob Smisson.

Matters arising from last meeting.

Publications

1) Review of Cadbury Hill Management Plan. Outstanding. Vince has had to spend time on the Cadbury Woodlands Management Plan but will now concentrate on an overall plan.

2) Article for web site based on low level photos on Cadbury Hill (Vince). Outstanding

3) Final report for Cadbury (Y20/ 2011) Outstanding. Vince to edit.

Insurance

Pete Wright informed the committee that all members regardless of age or capability are covered by YCCCART's insurance and that visitors are covered by its Public Liability Insurance.

Membership list to be updated by Treasurer.

It was agreed that students and others taking part in YCCCART activities would be made temporary members, with membership fees levied at the Chairman's discretion.

Risk assessment

First aid kits are now held by each team.

Mobile phones are taken on site. Janet to compile a current list of member's mobile phone numbers.

North Somerset Council advise regarding appropriate procedures (Vince). Outstanding.

The committee decided that the following should be included in the minutes of meetings from now on as the most effective way of ensuring that all members were aware of and had acknowledged their own duty of care when working with YCCART.

HEALTH & SAFETY AGREEMENT

Acceptance of these minutes, unless a committee member is otherwise notified, signifies each member's agreement that they are responsible for their own and other people's health and safety when working on sites being surveyed by YCCART.

The public have been reminded at start of walks that such walks are at their own risk.

Research

Brian reported that it is successfully on-going.

Donations

Chris Short has given Mrs J Lloyd a letter.

Open days – Held as required. Need to agree attendance at Yatton & Congresbury fetes

Assets

Pete Wright has produced a list of all assets held by YCCART and where they can be located. To be circulated to members/ updated.

Financial report

Please see report attached to e mail.

- Peter English thanked Peter Wright for his work on producing the financial report. He also thanked Phillippa Cormack for the donation from the Coffee fund of £165.00.
- Chris Short raised the problems that the FRED team experience when downloading data as they do not have access to Microsoft Office. He will raise the matter with Unsal Hassan as the Committee agreed if necessary to purchase Microsoft Office 2003 for the Acer laptop at a cost of £48.00.
- Pete Wright drew the committee's attention to the cost of hiring Milton Church Hall and recommended that in future Congresbury Methodist Hall be chosen as it is substantially cheaper.

Plans

Please see programme attached to e mail.

Work will continue at Iwood until the end of the year. Ian Morton is meeting Alan Collins to discuss work on additional fields south of the river.

Vince to prepare English Heritage licence application for Wemberham

Publications

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.
- Report Y 6/ 2012, Iwood Manor is waiting for Vince Russett to edit.
- Report Y11/2012, Tyntesfield 2 still to be edited by Vince. Ian Morton is meeting representatives of The National Trust.
- Report Y7/ 2012, Burge. Brian Bradbury is having difficulties getting permission as Mr Burge does not reply to emails. Brian does not wish to pressurise him and jeopardise any future contact so recommended that we wait awhile.

Newsletter

Items for the newsletter have been received from Chris Short, Ian Morton and John Haynes. Vince asap to provide a copy of Robert Cleland's report for us to edit for newsletter. (Unsal Hassan is away for a month in January so action must be completed over the next few weeks).

DVD

John Wilcox has commenced work on a DVD about Cadbury Hill and Vince has been given a revised Woodspring DVD to review.

Website

Chris Short and Vince Russett complimented Unsal Hassan on his work on the website.

Local newspapers / magazines

Brian Bradbury raised the issue of promoting YCCART's work through the free local papers and magazines. He is happy to continue doing this and Peter E suggested he obtain updates from the teams.

AOB

- Vince Russett reported that John Penrose MP was impressed by the Woodspring Report and that Landmark Trust was also very pleased with the results.
- Vince up-dated the committee on the National Grid's expansion and the impact on the local area of the installation of over ground pylons and underground pipes. As a matter of urgency geophiz surveys are to be carried out on the Mendip Hills, Failand and Gordano with the intention of developing a strategic archaeology plan.
- Cotswold Archaeology Team is starting work at the West mill, Congresbury this month. Vince intends to monitor the excavation work closely to ensure that it is done properly.
- **Christmas social.** It was agreed that this year the fish and chip lunch would be held after Christmas on Thursday January 10th 2013 with Vince leading a walk in Kings Wood from 10.00am. To celebrate Christmas mince pies and mulled wine would be served on Thursday December 20th. Both

events to be held at Bickley. Peter English thanked Mary for continuing to allow YCCCART to meet at her home.

- Future social events for the Spring or Summer 2013 will be researched by John Wilcox and Philippa Cormack.
- **AGM** – date fixed as Thursday April 25th 2013, 10.00am for 10.30am start with a Ploughman's Lunch at 12.30pm. Venue likely to be Congresbury Methodist Hall. Availability to be checked by Colin Campbell.
- **Wemberham Villa** – Brian Bradbury drew the committee's attention to the fact that not all the site is scheduled. Chris Short and Vince Russett acknowledged this but felt that it was important to apply for a license as areas for surveying may well overlap.
- **Archaeology fortnight-** July 13th – 28th 2013. It was agreed that the focus should be Woodspring Priory and if possible held on site with demonstrations of surveying techniques as well as displays of photographs etc. Landmark Trust and Mr Toogood, farmer, would need to be approached to discuss issues of access and parking. Vince did not think there would be any problems about parking although there might be objections to using the museum. It was noted however that the museum is rarely opened an issue Vince felt needed following up. The infirmary or the barn were both suggested as possible alternatives should the museum be unavailable. Vince to discuss with Landmark Trust.
- Peter English raised the matter of encouraging more YCCCART members to volunteer as committee officers as he wishes to stand down next year. He suggested raising the issue at the weekly coffee morning to see if anyone would be interested in taking on the responsibility. Pete Wright reminded him that at the AGM it was agreed that officers were elected for three years.

Next meeting

Thursday February 28th 2.30pm at Bickley.