



Fieldwork Committee Meeting Minutes

Meeting held on Saturday 13th October 2018.

Venue: Society's Library, Maidstone Museum, St. Faith's Street,
Maidstone, Kent, ME14 1LH

As agreed by those present from the Fieldwork Committee at the Society's Office in Maidstone Museum, Maidstone, Kent, on Saturday 16th February 2019 these minutes are a true and complete record of the meeting held on Saturday 13th October 2018 and it is agreed that the Chair Mr Keith Parfitt is duly authorised to sign this document as such.

Mr Keith Parfitt (Chair) Fieldwork Committee.

Saturday 16th February 2019.

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KP opened the meeting at 10:30hrs.

1: Attendance and Apologies

Attendances

Present

| | | |
|--------------------|------------|-------|
| Keith Parfitt | KP | Chair |
| Clive Drew | CD | |
| Chris Blair-Myers | CBM | |
| Elizabeth Blanning | EB | |
| Geoff Burr | GB | |
| G Cramp | GC | |
| R Taylor | RT | |

Absences & Apologies

J Ahmet
E Harker
V Burrows
A Richardson
L Dyson
M Eddy
R Emmett
C Ward
K Fromings

2: Conflicts of Interest

KP Noted a knowledge of Peter Slaughter and his grant application

3: Minutes 12th May Committee Meeting

The minutes were agreed by the committee and signed by **KP**.

3(a): Matters Arising

No matters arising.

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4: CIO Committee Structure

It was agreed that the Fieldwork Committee under the new CIO structure will consist of:

| | |
|----------------------|---------------------------|
| Keith Parfitt - | <i>Chair</i> |
| Emma Harker - | <i>Secretary</i> |
| Chris Blair-Myers - | <i>Designated Trustee</i> |
| Elizabeth Blanning - | <i>Curator</i> |
| Shiela Broomfield - | <i>Membership</i> |

Plus, a minimum of 2 of Members who must be valid Society Members. These additional Members can be appointed on an ad hoc basis. This is the minimum make up for the Committee to make quorate decisions.

It was agreed to have the first Committee Forum before the digging season starts in 2019. It was also agreed to approach Dr. Steve Willis at UKC to see if he would provide the keynote speech for the inaugural forum and to do the wrap at the close of the forum.

5: Budgets

The budget for 2019 was agreed and forwarded to Council for consideration (agreed budget as attached).

Points of note:

A discussion took place about the exact meaning of "Public Benefit" and the giving of grants for archaeological purposes. It was agreed that provided the application was in keeping with the Objects Clause of the Society and that the project would be sufficiently and robustly reported (Archaeologia Cantiana, Society Newsletter, Society Social Media, Society Lectures are a few examples of reporting) on, this would fulfil the "Public Benefit" remit of any monies granted.

The Fieldwork Committee will have to undertake some degree of audit/verification to ensure that the monies that have been granted have been fully used for their intended purpose and any additional conditions, imposed, have been complied with.

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6: Conferences

- a. **2018: EB** Reported that the conference was ready to go. **SB** noted that tickets sales had been slow but that she would email the membership.
- b. **2019:** A discussion took place about holding a joint conference looking at the relationship between Kent and the continent, looking at trading relationships from prehistory to March 2019. The Committee is mindful that the CBA South East will be hosting a conference in November and the possibility of the CBA and KAS holding a joint conference. **SB** to action.
- c. **2020:** It was agreed to explore the possibility of a conference on Invasion and Defence of Kent from Caesar through to the Cold War. **AR** to co-ordinate. Victor Smith from the Historic Defences Committee to be asked if his Committee would like to be involved.

7: Curator Report

EB reported that there are some considerable issues with the Society and Maidstone Museum. The Museum are embarking on a review and the production of a 20-Year Plan. The Society's Collections gets very little mention other than a "threat" if we were to remove our collections. **EB** noted that the Museum Director sees the Museum being very much Maidstone centric which creates a point of friction with the Society's Collection being a County wide collection.

A combination of shortage of staff and the Museum's registration as a Museum makes it almost impossible for a Member of the Society to come to the Museum and conduct research on the Society's collections.

EB will be joining a Steering Group set up by the Museum to assist with the formation of their 20-Year Plan.

8: Grant Applications

| | | |
|-----------------|---|------------------|
| 004/2018 | Peter Slaughter | £1,000.00 |
| Reason: | Environmental Archaeology project (part of MA) on Swalecliffe foreshore. C14 Dating of material including bone. | |

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| | |
|--------------------|---|
| Conditions: | Arch Cant article and maybe a national journal |
| Decision: | Recommended to Council by all present. |
| Conflict: | KP noted that he has visited the site and knows the applicant. |

9: Lees Court Estate

Woods Court Field:

Two trenches were opened up (20m x 30m and 2m x 9m) for excavation during September – October. Initial conclusions subject to follow up analysis that the site is a Late Bronze Age settlement associated with Hoards II and III. Spot pottery dating by Nigel MacPherson Grant has given a Late Bronze Age date range of between BC 1150 – 950.

The site will be re-visited in 2019 to complete the unexcavated quadrant containing the large pit. It is also planned to cut a 150m slot trench between the existing excavation site and the location of Hoard I.

Stringman's Field:

The Students from The University of Kent conducted an excavation over a ring ditch in Stringman's Field.

Badlesmere Court Farm:

Preparation has been made to Mag Survey "Badlesmere Bottom" a field of 50ha. It is anticipated that this work will be done early in 2019.

10: Fieldwork Projects

Reports were submitted by: -

Fort Amherst
Cobham Landscape Project
Maidstone Area Archaeological Group (MAAG):
Discover Roman Otford Project (DROP)
Dover Archaeological Group
Boxley Roman Villa
Canterbury Hinterland Project: Possible new Roman target in Wye, Ancillary Roman building at Burham.
St. Andrew's Chapel, Boxley and the Society for the Protection of Ancient Buildings
West Kent Archaeological Society (WKAS)

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11: Any Other Business

a: Marshes Sub Committee

KB noted that a meeting had been requested but is yet to occur. **KB** asked if another Committee Member would like to look after this Sub-Committee.

b: Eccles

EB told the Committee that when the East Farleigh Villa pottery was taken to Malcolm Lyne for analysis, he mentioned that he would be interested in looking at the pottery from the excavation.

12: Future Committee Meeting Dates

It was agreed that the next Committee Meetings will take place as follows:

Saturday 11th May 2019 at 10:30hrs in KAS Library, Maidstone Museum.

Saturday 12th October 2019 at 10:30hrs KAS Rooms, Marsham Street, Maidstone

Society Annual General Meeting Saturday 18th May 2019 Eliot College, University of Kent at Canterbury.

There being no further business **KP** closed the Meeting at 13:12hrs.

Meeting Saturday 13th October 2016

Budget for 2019 and a 5-year spread as unanimously recommended to the Finance Committee.

2019 Budget

| Item No | Description | 2019 |
|----------------|-------------------------------|---------------|
| 1 | FWC Forum | 1,000 |
| 2 | Direct Grant Giving Fund | 7,000 |
| 3 | Council Grant Recommendations | 5,000 |
| 4 | Curator and Collections | 2,500 |
| 5 | Fieldwork Conferences | |
| | November 2018 | 500 |
| | Roman Study Weekends 2020 | 2,500 |
| 5 | Fieldwork Equipment | 2,500 |
| 7 | Lees Court Estate | 25,000 |
| | Total for 2019 | 46,000 |

1: Fieldwork Committee Forum

This is to allow for room hire, refreshments to enable the enlarged round table sessions to happen twice a year. Allow £500 per forum.

2: Grant Giving Fund (GGF)

Under the new CIO structure, the Fieldwork Committee is permitted to make its own grants directly to applicants.

Maximum single grant permitted is £1,000 to any single applicant in any one year. One application per organization/individual in any calendar year only.

Must be in compliance with Society objects clause and have a tangible archaeological public benefit.

Applicants must be audited to ensure that any monies given have been used for their intended purpose.

3: Grant Recommendations

Grant applications over £1,000 can be recommended to Council in the usual course of business.

4: Curator and Collections

The Society's collections are now a sub-committee of the Fieldwork Committee, this includes the Curator budget.

5: Fieldwork Conferences

The "November" Conference has always produced a surplus however prior to the conference there are associated costs in terms of promotional costs

Anticipated Surplus £1,100

Council has agreed to explore the possibility of hosting two comprehensive Roman Pottery Study weekends in 2020 under the stewardship of Drs' Blanning and Willis with a final go no go decision

to be taken in June 2019. If the decision is to proceed then some advance publicity costs will be incurred in 2019. It is anticipated that at the end of these weekends a break-even situation will exist.

6: Fieldwork Equipment

To cover maintenance costs of the Bartington and GNSS equipment and in particular GNSS connectivity fees.

7: Lees Court Estate Project

Direct project funding is being sought elsewhere, that said the project underspent the 2018 budget allocation. Part of the 2018 underspent budget should be carried over to complete 2018 activities that remain outstanding in 2019.

| Activity | Costs |
|-------------------------------|---------------|
| Mag survey Badlesmere Bottom | 8,500 |
| Pottery Assemblage | 1,000 |
| Flint Assemblage | 2,500 |
| Carbon C14 Dating | 1,500 |
| Soil Sampling | 2,500 |
| Refurbishment of Field Office | 2,500 |
| Equip Marsham Street Offices | 4,500 |
| Past Horizons | 500 |
| Contingent Fund | 1,500 |
| Total | 25,000 |

The Five Year Spread:

| Item No | Description | 2019 | 2020 | 2021 | 2022 | 2023 |
|----------------|-------------------------------|---------------|---------------|---------------|---------------|---------------|
| 1 | FWC Forum | 1,000 | 1,000 | 1,100 | 1,100 | 1,150 |
| 2 | Direct Grant Giving Fund | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 |
| 3 | Council Grant Recommendations | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| 4 | Curator and Collections | 2,500 | 3,000 | 3,000 | 3,000 | 3,000 |
| 5 | Fieldwork Conferences | | | | | |
| | November 2018 | 500 | 500 | 500 | 500 | 500 |
| | Roman Study Weekends 2020 | 2,500 | | | | |
| 5 | Fieldwork Equipment | 2,500 | 2,500 | 2,500 | 3,000 | 3,000 |
| 7 | Lees Court Estate | 25,000 | | | | |
| | Total for 2019 | 46,000 | 19,000 | 19,000 | 19,500 | 19,550 |