

SEDFORD HISTORICAL AND ARCHAEOLOGICAL RESEARCH PROJECT

Minutes of the Annual General Meeting held at 10 a.m on Saturday 19th July, 2008 in The Marquee, Boneyard Field, Sedgford.

Present:

Terry Baxter	Lynn Jollans
Sophie Beckett	Sammi Jollans
Andrea Beckham	Zoe Knapp
John Boothroyd	Mike Lapworth
Charlotte Burrill	Dave Leese
Helen Burtenshaw	Hazel Leese
Stuart Calow	Chris Mackie
Pat Chapman	Katie McKinnon
Ryan Clay	Douglas Mitcham
Matthew Cross	Christine Morton
Tom Cross	Michael Nudds
Nathaniel Decio	Marion Ogden
Alexander Edmonds	Mike Osborne
Neil Faulkner	Max Pessok
Sally Faulkner	Kris Poole
Pauline Fogarty	Eve Richardson
Matthew Fowler	John Richardson
Roger Greaves	Deborah Riches
Stuart Hall	Gary Rossin
Steve Hammond	Ann Smith
Martin Hatton	Kelvin Smith
John Hensby	Brenda Stibbons
Angie Hibbett	Pete Taylor
David Hibbitt	Melanie Van Twest
Holly Holman	Peter Ward
Lorraine Horsley	Kev Woodward
Ruth Hornett	Cathy Wright
Brenda Huggins	Ray Wright

1. **Chair's Welcome.** Neil Faulkner welcomed everyone and thanked them for attending.
2. **Minutes of the S.G.M. held on 29th March, 2008.** A copy of the minutes of this meeting had been circulated to all members via post and email. Members were asked if this was a true record of events.
 - 2.1. Pat Chapman wanted it noted that she had sent apologies at being unable to attend. The minutes will be amended to show this.
 - 2.2. Pat Chapman wished for it to be noted that the figure quoted by a member as the assets of the organisation was, in actuality, the turnover. The minutes will be amended to note this.

3. Treasurer's Report. Gary Rossin presented a summary report of the accounts for 2007/8 (report attached). He confirmed that Bill Armitage had been the independent examiner of these accounts.

4. New Constitution.

4.1. Lynn Jollans explained that there had been a few further amendments to the draft constitution sent to the membership on 1st of July. The final draft was displayed via computer and projector onto the side of the marquee with some success.

4.2. Marian Ogden and Brenda Stibbons, speaking for the Constitution Working Group, explained the processes undertaken in order to produce the draft. These included looking at the original constitution, looking at the Charity Commission's model constitution document, and consulting with the West Norfolk Voluntary and Community Action team.

4.3. Pat Chapman had some concerns regarding the situation where members and others were employed by the organisation to do a job of work. She intimated that in the past this work had not been done, or had not been done in a timely fashion. She suggested that a clause be inserted into the constitution to cover this situation.

It was generally thought that this was more a matter of operational procedure than a constitution issue. She therefore proposed the following resolution:

Any person employed in a freelance capacity should be subject to a formal contract and provided with a brief detailing the work to be done and the date the work is due.

The resolution was seconded and passed by all members present.

4.4. Pat Chapman proposed that within Clause 3 there should be a sub-clause added as follows:
To dispose of any archaeological objects found on those lands in a seemly, respectful manner in accordance with best academic practices and in accordance with the wishes of the land owner.
The proposal was seconded and passed by all present.

4.5. Membership.

There was some discussion concerning the terms of membership as defined in the draft. Pat Chapman asked if there could be a special category of membership for those people who had not recently taken part in the work as outlined in Clause 2. The Chair said that for such people we had the 'Friends of SHARP' group. It was the opinion of the majority of members present that only people actively involved in the work of the project should have a say in how the organisation is run. Pat Chapman proposed that the period of membership after last activity is extended from 2 to 4 years. This was seconded but the majority of the members present voted against the proposal. There was some discussion on the legality of collecting and circulating member's details within the organisation. The recently created 'Members Registration Form' will be revised to request a signature to confirm the member's agreement to the information being held and circulated between members.

4.6. A short break was called.

4.7. Pat Chapman suggested that where large amount of money were concerned, the figures of £50 or £100 being suggested, a full committee meeting should be called to authorise the expenditure. Various members of the team explained that this would be completely unworkable during the season, due to the need for quick decisions to be made, and out of season, due to the difficulty of getting the whole committee together. It was pointed out that all expenditure was authorised by the Treasurer, Gary Rossin, and that all SHARP's cheques required two signatories.

4.8. The draft constitution, as amended above, was voted on and passed unanimously.

5. Election of Committee.

5.1. Mike Nudds said that, as committee members were trustees, he and Linda were unwilling to stand as they did not want the financial responsibility of being a trustee. He said that they were happy to carry on as 'Friends' co-ordinators or to pass the job on to someone else, as the committee wished.

5.2. Brenda Huggins said that she also did not want to be a trustee but was willing to carry on as Enrolment Officer.

5.3. The following people were proposed but declined the nomination;

Christine Morton

Anj Beckham

Pat Chapman

5.4. The following people were nominated, seconded and individually voted onto the committee for 2008/9.

Terry Baxter

David Hibbitt

John Boothroyd

Lynn Jollans, Secretary

Charlotte Burrill

Marion Ogden, Chair

Stuart Calow

Deborah Riches

Neil Faulkner

Gary Rossin, Treasurer

Sally Faulkner

Kelvin Smith

John Hensby

Brenda Stibbons

Angela Hibbitt

5.5. The following resolution, proposed by John Hensby, was voted on and passed unanimously.

That application should be made to the National Lottery Good Causes Fund for a donation to assist research and education, and that if such application were successful, part of any grant be used to fund a local student on the dig. The student would have to provide a short essay detailing why they would like to take part and the committee would select the winner.

6. Notices

6.1. Sophie Beckett will be speaking at the BA Festival of Science, Lecture Theatre C, ULRB, University of Liverpool on 11th September.

6.2. John Hensby pointed out that Clifton House, King's Lynn, will be open to the public on the Saturday 19th and Saturday 26th July.

7. Date for the next AGM.

7.1. It was agreed that the committee should set the date for the 2009 A.G.M. when the season dates are known.

The meeting ended at 1.35 p.m.