

Sedgeford Historical and Archaeological Research Project Annual General Meeting Minutes



Held on 16th July 2025 7.30pm onsite Boneyard Field, Sedgeford, PE36 5LN (and via Zoom)


Attending members

See the end of the document.

Meeting files can be viewed and downloaded on the SHARP website.

<https://www.sharp.org.uk/charity-governance>

	Welcome	
a	Yvonne Bolton Smith gives a general welcome. She introduced herself as the chair of trustees for SHARP, and apologised she could not be there in person.	
b	Apologies ???	

	Minutes from last AGM	
a	Yvonne says hopefully, everybody got a copy of those and had a chance to read them. We just need to make sure that we have all agreed with and accepted these minutes. Yvonne asked whether there were any questions or additions needed for the minutes. No one online or on site raised anything. All voted to accept the minutes from the last AGM.	 SHARP AGM Minutes 31st July 20



1	Outline of SHARP activities and achievements	
a	<p>Despite Yvonne not managing to make it to the field, she has been reading with interest the blogs. She said these are a really good way for people not on site to keep up with actually what is going on and feel they are being kept in the loop about various activities. She noted that there were rather fewer rubber duck incidents documented though, but its early days.</p> <p>She explained the highlights from her point of view as she can't possibly cover everybody and everything, because I don't want to bore you all to tears.</p> <p>The 1st thing is the funding that we managed to get for the DRIADS project. That's the digital recording investigation and analysis of the daub from Sedgeford, for which we received this funding from the Society of Antiquaries of London. We are using the funds to get a handle on our daub collection, of which there is quite a lot, so it will enable us to catalogue and to really get to grips with what the daub is telling us. So thank you to everybody who was involved in getting us that funding.</p> <p>The next thing is the sustainability project. Thanks to donors to our power in the past fundraiser, we've been able to continue improving the facilities on site. We now have a solar array, and I assume that's up and running perfectly. No more generators in the morning. But that's been a big thing that we've been trying to do in sharp over the last few years. We're also looking at, having compostable toilets, new showers, and facilities for the coming years. So in terms of facilities, SHARP is continuing to go from strength to strength on that front. So a very big, thank you from everybody who's involved in the project.</p>	

	<p>A lot of what we do is all about digging, but the rest of the stuff that goes on behind the scenes to is very much appreciated by everybody. HR continue to work out of season on the disarticulated project, which is again something that we've been trying to do for the last few years. We are also pleased to announce the publication of the Anglo-Saxon Agricultural Resolution in Norfolk publication, based on our 25th Anniversary Conference. So another Thank you to everybody who managed to get this over the line.</p> <p>In terms of archaeology malting complex, from what I can gather, is thrown up yet more interesting questions, and every year we get this. It's turning out to be an absolutely fantastic project. So yeah, congratulations to everybody who's been digging on there, the malt housing, the Malthouse layout and Construction. It's the gift that keeps on giving so hopefully. It will be there for many years to come. We're also excavating a new trench we opened last year in the car park, which is going to prove to be another useful piece of the puzzle. I'm looking forward to the lifting of the burial that should give us some brilliant information as well. There's some great finds coming out this season which is really exciting.</p> <p>A huge thank you to all the team, be they excavation volunteers, post-ex or support roles such as catering etc. We really appreciate the work of everybody who's involved in the season and also those that give their time particularly out of season. The project really wouldn't be what it is without you guys.</p>
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2	Update on incident	
a	<p>Ellie explains that she included the files related to the financial incident with the agenda, also included with the AGM papers. Link to Financial report</p> <p>As most of you will be aware, Pam Bent has gone through the legal system. Now she was charged with the crime of theft. She has been slapped with a compensation order, so we should be getting our money returned, and it will be the full amount that Sharp declared that she had stolen from us. So the net value rather than the full value that she stole because she did return some money. We expect that money back sometime hopefully, soon, but after October there's a chance that the house will be confiscated, at which point we would still get the money. We will be getting the money in the next few months up to a year, I think, at most.</p> <p>There was a financial report which is available on the website and open and free for people to read. And it's basically a sort of a look at ourselves and see what went wrong. We felt it was important for it to be a public record of of what we've learned and how we've made improvements going forward. So I think this is an opportunity for people to raise anything at this stage. So has anybody in the room got anything to raise any questions.</p> <p>This is however the members final chance to potentially ask any questions. No questions online or on-site, this item will now be removed from future agendas.</p>	

3	Financial report and accounts	
a	<p>Sam Atkins spoke to the various reports. These are the examined accounts from 2023-2024. Copies are available online with the AGM files.</p> <p>Last year we had total income of £46,650, with total expenditure of £33,793 pounds. It is however a little skewed as it is the last account that</p>	<p>Link to Annual Report 23-24</p> <p>Link to CC Annual Return dec 2024</p>

	<p>includes some residual from Pam, as well as the loans needed to cover us over the crisis.</p> <p>Next year we will be presenting a short year from March to September 2024. Going forward our financial year will start in October, and from next year it will be a completely clear and we'll know a little bit better where we are and what's happening with the finances each year.</p> <p>Sam asked whether there were any questions. No comments or questions either online or on site.</p>	<p>Link to accounts 1st March 2023-29th Feb 2024</p>
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4	New Constitution	
a	<p>Ellie explains that at the last AGM we voted to take a proposed constitution to the charity commission, to get them to agree before we could get it official voted on. There's been a little bit of wrangling with the Charity Commission. There were some things that they didn't like in it in the Constitution, because it didn't fit the usual standard that they would expect of a charity, this is because SHARP tend to do things a little bit different. Being sharp, we try to be more inclusive and things like that.</p> <p>So we have had to make a few changes to the Constitution from last year, the main changes are to the following</p> <ul style="list-style-type: none"> • Powers to undertake trading activities. This was to basically just put in a law a clause that said it was lawful. Personally, I thought that would be common sense, but they want us to specify that all our trading activities will be lawful trading activities. So I suspect no objections to that change. • The other one we were advised to have at least 3 minimum free trustees as a minimum to ensure that if there were any votes it could not be tied. This is unlikely to ever be a problem, because SHARP tends to have a lot more trustees than three, anyway. • The main thing that they didn't like was something that the actual membership felt they wanted based on feedback on the constitution. This was the ability to have non trustees on the committee, so people that could give us expertise and advice, but if they didn't necessarily feel confident to be trustees in themselves. However the Charity commission while happy with sitting members, does not want them to taking part in critical decisions. We have had to compromise on this so the trustees will be the ones that are making the decisions. They will be the ones that will be on the Charity Commission website, but we will have a new category of committee member rather than calling them just standard committee members. They would be sitting committee members, and they don't have voting rights within the committee. • We have also had to remove the voting at the AGM for these sitting members, as a compromise where possible the trustees will indicate these sitting members at the AGM, and allow for discussion or questions to be raised. • Finally the charity commission wanted stronger safeguards relating to trustees benefiting from their roles. Now we'd already started 	<p> SHARP 2025 Constitution Final w</p> <p> Constitution Changes.docx</p>

	<p>to put in safeguards about ensuring that trustees and excavators, and any team members will not be paid for any archaeological work they do during season. But we what we wanted to keep open the ability to do post excavation work, especially where we get situations where we haven't got the in-house abilities to do those things. So, I think again, we've come with a compromise that the Charity Commission have agreed with in principle.</p> <p>A copy of the constitution was included, and hopefully everyone had time to look and comment on them. This is the opportunity to raise anything. Nothing raised online or on-site.</p> <p>Secretary asked for members to vote on the proposed constitution. All agreed, no abstains or rejections.</p> <p>Ellie thanked everyone for their patience and she will take this version to the charity commission to become our new constitution.</p>	
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5	Appointment of charity Executive Committee based on above constitution	
	<p>Yvonne Bolton-Smith we are at the part of the agenda where we are looking at appointment of the charity offices and the trustees. So, what I'll do is I'll go through the trustees and the officers one by one, because I understand we have to do that for the Charity commission. We will be asking for seconders, and then a formal vote.</p>	 SHARP 2025 AGM Trustee and Commit
A	<p>Yvonne Bolton-Smith is retiring from their Officer role as Chair, but is eligible for re-election in this role and has been nominated by Ann Smith, Ellie Seconded. Vote was carried out. All agree, no abstain or nos.</p>	
B	<p>Sam Atkins is retiring from their Officer role as Treasurer, but is eligible for re-election in this role and has been nominated by Ellie Blakelock, Bill Seconded. Vote was carried out. All agree, no abstain or nos.</p>	
C	<p>Ellie Blakelock is retiring from their Officer role as Secretary, Ellie Blakelock has been nominated by Sam Atkins for the role of Secretary, Pete Seconded. Vote was carried out. All agree, no abstain or nos.</p>	
D	<p>Terry Baxter is retiring from their role as Trustee, he has been re-nominated by Sam Atkins, Dan Seconded Vote was carried out. All agree, no abstain or nos.</p>	
E	<p>Dan Cockling is retiring from their role as Trustee, he has been re-nominated by Steve Horn, Ray Wright Seconded Vote was carried out. All agree, no abstain or nos.</p>	
F	<p>Tiggy Harris is retiring from their role as Trustee, he has been re-nominated by Steve Horn, Anj Seconded Vote was carried out. All agree, no abstain or nos.</p>	

G	Steve Horn is retiring from their role as Trustee, he has been re-nominated by Sam Atkins, Graham Shuttlewood Seconded Vote was carried out. All agree, no abstain or nos.	
H	Owen Morgan is retiring from their role as Trustee, he has been re-nominated by Terry Baxter, Lucy Seconded Vote was carried out. All agree, no abstain or nos.	
I	Pete Taylor is retiring from their role as Trustee, he has been re-nominated by Gareth Davies, Eleanor Lees Seconded Vote was carried out. All agree, no abstain or nos.	
J	Lucy Koster is retiring from their role as Trustee, he has been re-nominated by Eleanor Lees, Tiggy Seconded Vote was carried out. All agree, no abstain or nos.	
K	Eleanor Lees is retiring from their role as Trustee, he has been re-nominated by Dan Cockling, Joe Seconded Vote was carried out. All agree, no abstain or nos.	
L	Gareth Davies is retiring from their role as Trustee, he has been re-nominated by Sophie Beckett, Steve Seconded Vote was carried out. All agree, no abstain or nos.	
M	Joe Ogden has been nominated to be a Trustee by Ellie Blakelock, Katherine Maeer Seconded Vote was carried out. All agree, no abstain or nos.	
	The following sitting committee members have been proposed by the current SHARP trustees. Ann Smith, Bill Howard, Kali Saint. Yvonne asked whether there were any questions or objections. Neither from either online or on-site.	
	Yvonne and Ellie both expressed his thanks to those standing down or continuing in their roles, your efforts and commitment to SHARP are appreciated.	

6	Members resolutions	
a	None received	

7	Any Other Business	
a	None received	

	Yvonne closed the meeting by saying thank you to everybody who's there in person and who has joined us online.	
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SHARP Members attending onsite

Name	Surname
Sam	Atkins
Anj	Beckham
Ellie (Eleanor)	Blakelock
Alfie	Davies
Tiggy	Harris
Steve	Horn
Lucy	Koster
Ann	Smith
Bren	Stibbons
Horatia	Thompson
Graham	Shuttlewood
Dan	Cockling
Eleanor	Lees
Katherine	Maeer
Joesph	Ogden
Pete	Taylor
Hannah	Russel
Layla	Bourner
Adelaide	Mason
Lizzie	Kinna
Sue	York
Sue	Gross
Sophie	Beckett
Lorraine	Horsley
Ray	Baldry

SHARP Members attending via Zoom

Name	Surname
Yvonne	Bolton-Smith
Bill	Howard
Cathy	Wright
Ray	Wright
Mike	Lapworth
Owen	Morgan
Chris	Garrod

Zoom did not record who entered AGM online so I suspect there were a few more attendees, not in this list, if you attended and your name is not on the list please let me know via bookings@sharp.org.uk.