Sedgeford Historical and Archaeological Research Project
Annual General Meeting Minutes

Held on 12th October 2026 7.30pm online 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	
	Yvonne Bolton Smith gives a general welcome. She explained how the digital meeting will work including the hands up function.	
	Apologies Lucy Koster, Ann Smith (internet issues), Chris Garrod, Sam Atkins, Joe Greenwood, Hannah Hassal, Sophie Beckett, Anj Beckham, Gareth Davies, Bill Howard, Nick Coneybear	

	Minutes from last AGM	
	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 16th July 2(

1	**Outline of SHARP activities and achievements**	
a	Yvonne did a brief outline of things that we've done over the year. 'The first thing I'd like to say is that I haven't actually personally been able to go to SHARP site for, I think it's about four years. I managed to get a week there this year, thank goodness. And the first thing I would like to say is that the facilities now are absolutely fantastic. I would like to thank Steve and Ellie and everybody who's been involved for your hard work, Pete as well. There's been a lot of work that has gone on behind the scenes with building the solar array, building the buildings, getting the toilets up and running. A lot of people perhaps don't see that sort of thing. So I just want to say a big thank you on behalf of everybody at SHARP for all the work you put into it. The solar array first is working brilliantly. It means we've got electricity absolutely everywhere on the site, which is fantastic. We did get a grant for this, and I'm pleased to say that we have spent the money wisely. We've also been working on the kitchen. We've put in new sinks, there's new shelves, we've got an extraction filter and we've also sorted the boiler. We've managed to open the second door in the kitchen, so even in the hottest days that we had on site this year, I believe that the kitchen was cooler. The facilities we've got for catering now are absolutely brilliant, considering we're still stuck in field in Norfolk. The catering facilities are now second to none. So, again, thank you to everybody who was involved in that. The composting toilets, it was the first year that we had the composting toilets up and running, and they were great as well. They look like normal toilets, so you wouldn't know they were composting toilets. They don't smell at all, it's incredible. I personally was a bit surprised. There is	

	light in the toilets as well, which is a big change from having to go down the track with your torch in the middle of the night. I thought they might be a bit more whiff, but no smell whatsoever. They're really easy to use, so I think that's made a big difference to the facilities at SHARP as well. On the archaeological site, the malthouses, we've been investigating we are really getting to grips with how the kilns were built and functioned. Structure on Kiln 4, we think there might be more than one kiln there, and at the top of the hill as well, there are potentially more kilns appearing, so it looks like we're going to be digging there for a few more years to come. On the car parts trench, there's a ditch and an interesting flint track. I think Daniel is planning on going down further next year to see what else is underneath there, but that's turning out to be quite an interesting, useful site. We did have a lovely fragment the bone comb discovered nearby the site. Our post-ex teams are still busy, the Human Remains team were working well with their volunteers. This year, we had a slight problem in that the church in Sedgeford had an infestation of bees, but the team were able to move to docking school and continue the work. We are grateful to our connections in the village for helping make this possible. The church has now been, sorted out, so we'll be back there for next season. The daub project is going from strength to strength. Pete and his volunteers were doing sterling work, looking at the daub and working out how to tell if a piece is diagnostic or not, and working towards a retention policy. We obviously can't keep all of it, because there's tons and tons of the stuff. So a big thank you to Pete for that, for enthusing the volunteers that he had with him. We had experiemental volunteers which was really interesting as well, especially to see the things that they were making. We also had Anj working with the team in archiving. We also had courses, running as usual. The BERT course was particularly, popular. The landscape course was a success too. The lectures were also relocated to the Village Hall while the bee infestation was being dealt with, so I'd like to extend a big thank you as well to those involved with Sedgeford Village Hall for allowing us to use their facilities for our lectures on Tuesday night. Our festival was another big success, and we managed to raise £1,288.15 from our archaeological festival. And Ellie produced a book, 30 Years of SHARP, which is a really, accessible look at 5,000 years of Sedgeford history to coincide with the 30th anniversary. As I said in the beginning, SHARP would not exist without those who work both on site and behind the scenes before, during and after the season. I would like to extend on behalf of SHARP a massive thanks to all of those who and all those of you who were involved. SHARP really wouldn't exist without you guys, so thank you very much. ‘ Yvonne then opened it up to the room for any comments or want to bring up something that she didn’t mentioned under SHARP activity this year? But there were no comments at this stage.

2	**Financial report and accounts**	

a	Attached are the financial reports provided by the treasurer. Yvonne explained that unfortunately, Sam couldn't be with us tonight. So she and Ellie suggested that if there were any comments or feedback that we would be happy to record this and will ask the treasurer to write a public blog answering them, so that it remains publically open. Please email any questions to bookings@sharp.org.uk.	ANNUAL REPORT 2024-2025.pdf SHARP July 2026 annual return Chari INDEPENDANT EXAMINERS REPORT INCOME & EXPENDITURE.pdf

5	**Appointment of charity Executive Committee**	
	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. Ellie explained that everyone here at the meeting was eligible to vote. We will be asking for seconders, and then a formal vote.	SHARP 2026 AGM Trustee and Commit
A	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 Dan Cockling, Julia Paul Seconded. Vote was carried out. All agree, no abstain or nos.	
B	Sam Atkins is retiring from their Officer role as Treasurer, but is eligible for re-election in this role and has been nominated by Ann Smith, Steve Horn Seconded. Vote was carried out. All agree, no abstain or nos.	
C	Ellie Blakelock is retiring from their Officer role as Secretary, Ellie Blakelock has been nominated by Joe Ogden for the role of Secretary, Dan Cockling Seconded. Vote was carried out. All agree, no abstain or nos.	
D	Terry Baxter is retiring from their role as Trustee, he has been re-nominated by Steve Horn, Mike Lapworth Seconded Vote was carried out. All agree, no abstain or nos.	
E	Dan Cockling is retiring from their role as Trustee, he has been re-nominated by Yvonne Bolton-Smith, Graham Shuttlewood Seconded Vote was carried out. All agree, no abstain or nos.	
F	Tiggy Harris is retiring from their role as Trustee, he has been re-nominated by Lucy Koster, Eleanor Lees Seconded Vote was carried out. All agree, no abstain or nos.	

G	Steve Horn is retiring from their role as Trustee, he has been re-nominated by Tiggy Harris, David Hobley 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 Eleanor Lees, Steve Horn 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 Joe Ogden, Alfie Davies 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 Owen Morgan, Pete Taylor 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 Ellie Blakelock, Terry Baxter 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 Terry Baxter, Ray Wright Seconded Vote was carried out. All agree, no abstain or nos.	
M	Joe Ogden has been nominated to be a Trustee by Terry Baxter, Eleanor Lees Seconded Vote was carried out. All agree, no abstain or nos.	
	The following sitting committee members have been proposed by the current SHARP trustees. Anne Smith, Bill Howard, David Hobley, and Connor Brogan. Yvonne asked whether there were any questions or objections. None was received.	

6	**Members resolutions**	
a	None received	

7	**Any Other Business**	
a	Sarah Ioannou and Lucy Gray asked to speak. Yvonne mentioned that they sent a document with a variety of ideas. Sarah explained that she and Lucy have been chatting about ideas about raising money, and essentially it's two things. It's the two entry points for SHARP which are making bookings for courses and BERT. The second is whether there is an alumni sort of database. As they wondered whether we could use these to raise more revenue, perhaps in ways without adding too much to the admin. One idea was whether we could have an annual newsletter, that could be done digitally with a donation point at the end to raise money. Another idea was using a just giving site to raise general funds, which can be added to pages, with option for monthly donations.	

	Another thought was that on the BERT booking page we could ask BERT volunteers whether they want to pre-order items of kit that they need to bring. It could be expanded to include merchandise and books, and perhaps a tickbox about whether you wanted to be an alumni and get the annual newsletter. Lucy was having trouble with her microphone but via chat she explained the idea about the fundraising platform would give us an easier way of potentially tapping into gift aid and things like that. Ellie explained that she read the document and they were all good ideas and she will be bringing them to committee so we can discuss which ones we try out this year. Yvonne agreed. In response to Lucys comment on the fundraises Ellie says this is definitely something we need to look into. We did do a fundraising campaign for a one-off pot of money. I don't know how many of these funding raising campaigns do longer running things, but there must be things like that out there. We do currently have the shopping-related one Tiggy set up a few years ago, and we get money from that one.
	Yvonne mentioned that there is a blog out at the moment, as we really could do with more help behind the scenes. There is a list of the sort of roles we are looking for but any help is appreciated. You don't really have to be on the committee to help us. So if you think that you could give us a hand with these things, social media, helping with bookings during the seasons, all sorts of different roles. If you think that you would like to help with any of those roles or you would like further information, email bookings@sharp.org.uk if you're interested and we'll get back to you and work something out. Ellie says thank you very much for those people that are already offering help here. Do let us know in terms.
	David said that he is acting as an observer from the Northwest Norfolk History Society, and he wanted to say a few comments based on his initial reactions to what SHARP is doing. He started by saying that we should thank Ellie enormously for that wonderful booklet that he, she produced and which the society has contributed a substantial amount of money towards, its publication and, guaranteed a take off. He has been coming to SHARP for a long time, his granddaughter was a volunteer and is now at university but will be back. He is so impressed with the tremendous amount of energy and enthusiasm. You have taken on all these new capital projects, they cost an enormous amount of time, of your own personal time which he knows is the ethos of SHARP. But it really has been absolutely extraordinary to watch, and very many congratulations to everybody who made a tremendous contribution to the new buildings and to the organization of it. I think you deserve an enormous amount of credit. Going forward, of course, we've had, we had a financial accident a couple of years ago, while it may not be the first rank of peoples interest when it comes to SHARP we need to be very clear and precise and well-organized when it comes to our finances. Otherwise, you won't get any money from anybody. If there's any doubt, and with your history, you need to really invest in the financial aspects and the presentational aspects financially of this society. But he couldn't believe the amount of energy being put in by all sorts of different people. So congratulations to everybody for a fantastic achievement, and Ellie particularly to your wonderful book. Yvonne thanked David for the kind words, she asked Ellie about distribution of the books. Ellie explained that we have books on site, and these can be posted but mostly sold during the season. Other people have copies that can be distributed. She commented that the Northwest Norfolk

	History Society more than covered the cost of the publication, and this will allow us to create a publications pot that can be used to help us when producing other similar books.

	Yvonne closed the meeting by saying thank you to everybody who joined us online.

SHARP Members that attended

Eleanor Blakelock

Charlie Mijatovic

Lucy Gray

David Hobley

Yvonne Bolton-Smith

Mike Lapworth

Dan Cockling

Eleanor Lees

Graham Shuttleworth

Joseph Ogden

Julia Paul

Naomi Payne

Steve Horne

Alvin Kellock

Tiggy Harris

Katie McKinnon

Alison Foyster

Sophie Cabot

Em Blackmore

Cathy Wright

Ray Wright

Alfie Davies

Conor Brogan

Sarah Ioannou

Pete Taylor

Owen Morgan