



MINUTES FROM THE SEVENTH MEETING OF THE PROJECT BOARD FOR THE GREATER YORK COMMUNITY ARCHAEOLOGY PROJECT

Friday 9th May 2008, 12pm

YORK ARCHAEOLOGICAL TRUST'S OFFICES, 47 ALDWARK, YORK

PRESENT Catrina Appleby (CA), Community Representative & CBA
 Richard Hall (RH), York Archaeological Trust (YAT)
 Janet Hopton (JH), Community Representative
 Jon Kenny (JK), Community Archaeologist
 John Oxley (JO), City of York Archaeologist
 Steve Roskams (SR), York Archaeological Forum (YAF)

1. Receipt of Apologies for Absence

All members of the Project Board were present.

2. Minutes of the last Project Board meeting

The minutes were agreed.

2.1 Matters Arising

Heslington East. SR reported that Cath Neal is now in post as Field Officer. Cath is currently organising the university field school and is developing community links. The latter includes meetings with local interest groups, site visits, public lectures and school visits. A training fortnight has been timetabled in partnership with the Greater York Community Archaeology Project in weeks beginning 22nd and 29th September for volunteers and community groups.

3. Community Archaeologist's Report

a) Contact with Community Groups

JK reported that he is now in touch with 30 groups in and around York. Of those 15 have carried out archaeological fieldwork in the last year or are planning to do so this winter.

b) Advisory Group / Timeline York Plus

JK reported that some members of the Timeline York Plus (TYP) group felt that using their meeting in an advisory group role did not give enough time to discuss community archaeology issues. As a result JK agreed to form another advisory panel (so far the panel will include Elizabeth Smith, Catrina Appleby, Anne Curtis and Alan Powell.

Approved: The project board approved the reformation of an advisory panel to meet prior to the next project board meeting.

Action: CA agreed to act as convenor for the advisory group and JK will send her contact details for those who have agreed to join.

c) Study Days

JK reported that there have been four study days since November 2007. To the end of the last programme there have been 32 study days and 701 attendances (an average of just under 22 per session). There have been over 228 separate attendees and 36 individuals have attended 5 or more study days.

A spreadsheet containing all of the feedback from the study days was included with the Community Archaeologist's report.

There was some discussion of the final year programme. It was felt that some sessions should be developed that gave groups more advice on the processes involved in analysing data, site formation processes and analysing landscapes as well as collecting data.

Action: JK to bring suggestions for next programme to the November 2008 project board.

JO noted that the Heritage Learning Network has funding to generate a directory (PCDL) of informal learning opportunities. **Agreed:** The project should aim for an entry in the April 09 issue, meaning that suggestions for the 09/10 programme must be brought to the November 08 project board.

d) Reaching a Variety of Audiences

JK reported that he was making progress in reaching audiences through YAT open days, working with groups such as the Prince's Trust, York Advocacy and RECAP. JH reported that Rita Sanderson at the Racial Equality Network would be a good contact to avoid tokenism.

Action: JK to present a table with current figures and an explanation of how those figures are arrived at for the next meeting. JK to ascertain the HLF definition of an Ethnic Community.

e) Archiving Issues

JK and CA are aiming to generate a report by the end of the project setting out the extent of this problem and possible answers.

So far little progress has been made. With regard to physical archives CA reported that there was a lot of in-house discussion taking place at local groups and that material is beginning to appear in discussion on the Community Archaeology Forum (CAF) managed by the CBA (<http://www.britarch.ac.uk/communityarchaeology/wikka.php?wakka=HomePage>)

There are also issues regarding local and central storage to be discussed. JK pointed out that it would be advisable to look at proper archival services for community projects as DVDs, CDs and CD ROMs all have a limited archival life.

Actions: JK to discuss with ADS and to ascertain what information is held by local groups.

Information going into the Historic Environment Record (HER): JO reported that the new HBSMR system for the York HER was installed and that there are 6.5 licences that will eventually allow researchers to view records on computers located at the City Council. The York City HER can also now be searched online through the English Heritage HeritageGateway (<http://www.heritagegateway.org.uk/Gateway/>).

f) Sustainability

JK and JO have agreed a strategy for giving short presentations at selected Ward Committees. When the City Council Heritage Champion is known JK and JO will arrange a meeting.

4. Any other business

Nothing was raised.

5. Date for the next meeting of the Project Board

The next meeting of the Project Board will be on Friday 21st November 2008 at 12pm at York Archaeological Trust, 47 Aldwark.

RH thanked everyone for coming. The meeting closed at 13.30.