

Minutes of the Directors Meeting of The SCAPE Trust

*National Trust Headquarters, Charlotte Square, Edinburgh
2:00 am, Friday, 17th December 2004*

Present:

Dr Barbara Crawford (BC)
Dr Colin Martin (CM)
Dr Anna Ritchie (AR)
Professor TC Smout (Chairman) (TCS)
Dr Richard Tipping (RTi)
Robin Turner (RTu)
Rod McCullagh (facilitator) (RMcC)
Tom Dawson (observer) (TD)

Apologies:

Apologies were received from *Neil Galbraith, Ben Ferrari, John Scott, Professor Chris Morris* and *George McQuitty*.

1. Minutes of Last Meeting

The minutes of the last meeting of the directors of the SCAPE Trust, held on 24th June 2004, were approved.

2. Matters arising

2.1 Internet Publication of Coastal Zone Assessment Surveys (2.4)

TD reported that this project had not gone ahead, despite the funding offered by Historic Scotland (HS). This was as the bid submitted by English Heritage to the EU had failed, meaning that there was not enough money available to undertake the project. HS had been informed and the money set aside for the project had been used on another urgent coastal project. *RMcC* stated that HS were still interested in the project and that it might be revived at a later date.

2.2 Fieldwork at Eroding Sites by Local Groups (2.5)

TD distributed the GUARD Volunteers Charter amongst directors.

TD noted that he wasn't able to find any information about proposed changes to the laws on volunteering.

BC noted that changes had been in the papers and suggested that the chair of HEACS would be a good person to ask, as she has close links with the volunteering sector.

RMcC suggested that the Council for Scottish Archaeology should be approached to see if they have any information.

Action Point

TD to contact CSA and HEACS in order to obtain information on changes in the law regarding volunteering.

TD noted that he had obtained a copy of the HS draft publication on volunteering, but that he hadn't had time to comment upon it.

Action Point

TD to comment on the HS draft publication on volunteering.

2.3.a Ways Forward - UCARG/Advisory Committee (2.7a)

RTi noted that no progress had been made on revitalising UCARG since the last meeting.

TCS questioned whether there was a need to restart this organisation.

RTi thought that there probably was, but noted the ever-present difficulty that academics within UCARG probably wouldn't want to collaborate on projects, as they would have their own agendas.

RTi further noted that there was no shared pool of coastal research interests, and that there was a danger that UCARG would become no more than a talking shop. Despite this, he suggested that another attempt be made at restarting the organisation, perhaps with the inclusion of Jim Hansom and Alastair Dawson. However, there would be a need to define the role and purpose of the organisation.

TCS questioned whether there was a need for both UCARG and the Advisory Committee.

RTi noted that UCARG had a much narrower remit than the Advisory Committee.

TCS noted that reinvigorating UCARG was not a high priority at the present time, and that more time should be spent on working with the SCAPE Advisory Committee.

TCS suggested that it was important that the Advisory Committee had an agenda that people would wish to contribute to, but that this formed a 'Catch 22' situation, as the Advisory Committee would make recommendations to the directors, but often there would be no money to carry out these recommendations.

RTu noted that discussions like those had in the Advisory Committee meeting that morning were not being had by other people, and were therefore worthwhile and important.

TCS suggested that the Advisory Committee needed a Mission Statement and *RTu* agreed to prepare this.

RTu to prepare a Mission Statement for the SCAPE Advisory Committee.

TCS questioned the future of the Advisory Committee, noting that Jim Hansom (*JH*) was the only member present at its meeting that morning who wasn't also a director.

In the morning session, it had been noted that the Advisory Committee was a small group and could perhaps be expanded. *JH* had agreed that there was a need to enlarge the group.

TD noted that Kevin Edwards had resigned, so there was at least one place free. He further noted that now that *RTi* had become a director, there were only three members of the Advisory Committee who weren't directors also.

RTu noted that there was a problem with finding people with the time to take ideas forward. Suggestions were made for possible new recruits to the Advisory Committee, including Philip Robertson of the Nautical Archaeology Society; Mike Church of Edinburgh University; a representative from the CSA; a representative from the voluntary sector; and a representative from the RCAHMS (to replace Diana Murray).

RTu to investigate expanding the membership of the SCAPE Advisory Committee

2.3.b List of Priorities for T. Dawson's work -First Aid Course (2.7.c)

TD informed the meeting that he was booked onto a five-day First Aid course in January 2005.

2.4 SCAPE conference

2.4.a Keynote speech (4.1)

TCS noted that there had been strong media interest in the conference, with TV crews from both the BBC and ITN attending, and with articles appearing in local and national newspapers.

TCS noted that Magnus Magnusson had been unable to attend the conference due to illness, but thanked him for his help in galvanising the media.

2.4.b Invitations to attend the conference (4.2)

TCS noted that invitations had gone out to suggested people and that the conference was well attended.

2.4.c Conference arrangements (4.4)

TCS thanked Neil Galbraith for arranging, and Fife Council for providing, sponsorship towards the buffet lunch.

2.4.d.i Publication of Conference Proceedings (4.5)

TD noted that all speakers had been invited to contribute papers and that an early deadline had been set in order to attempt to publish within the current financial year. He noted that some papers had already been received.

RMcC noted that he had received complaints that the papers published by HS after the last coastal conference appeared dowdy. He did not feel that they would attract a large readership in their present format.

TD responded that he had been disappointed with the quality of the print publication, especially as it was of a lower quality than the proofs that he had been sent. He further noted that the final publication had been rushed, as publication was brought forward so that it could be completed by the end of the financial year. This may help explain why quality had slipped at the last minute.

TD further noted that the proceedings of the first conference were available, in colour, on the HS website:

<http://www.historic-scotland.gov.uk/coastal>

RMcC suggested that *TD* should have formal discussions with HS about the publication of the proceedings of the recent conference.

Action Point

TD to discuss publication arrangements with HS.

2.4.d.ii Production of a publicity leaflet about the conference

It had been suggested in the Advisory Committee meeting that a colour leaflet, A4 sized, should be produced to alert MSPs and other decision makers about salient points that had arisen during the conference.

Action Point

TD to prepare an A4 leaflet highlighting the main points arising from the conference.

2.5 Future funding for The SCAPE Trust

2.5.a Historic Scotland Heritage Grants Scheme (7.1)

TD and *TCS* had prepared an application to the Heritage Grants Scheme. It was noted that if this application is unsuccessful, there would need to be an emergency meeting of the SCAPE Trust, as without this funding, it will be difficult for SCAPE to continue to function.

2.5.b Other funding possibilities (7.2)

TD noted that an application had also been made for a project to the Leverhulme Trust, and this had been distributed to directors and Advisory Committee members. It was noted that this

was not a SCAPE application, but that if successful, the project would be carrying out work that was directly related to the core functions of SCAPE.

AR questioned whether the Royal Society of Edinburgh had been approached for funding. She noted that they hadn't funded archaeology projects in the past, but that we should perhaps be encouraging them to do so.

BC noted that she was currently trying to obtain funding from them for one of her own projects.

2.5.c Other funding matters - Annual Report (7.3)

TD stated that he will prepare an Annual Report at the end of the financial year.

Action Point

TD to prepare an Annual Report at the end of the financial year.

2.6 New Directors (8.1)

2.6.a Captain Wilks

TCS stated that he was saddened to have received a letter of resignation from Captain Wilks, who is too ill to continue serving as a director of The SCAPE Trust.

TCS thanked Captain Wilks for his hard work for the SCAPE Trust and circulated a Christmas card for those present to sign.

TCS noted that it was important that SCAPE continues to have a board comprised of people with diverse interests and representing a variety of bodies, and that he had written to Captain Wilks to enquire if he had any suggestions of a representative from the Coastal Fora who may be interested in serving as a director.

Action Point

TCS to await a reply from Captain Wilks, and approach a representative of the Coastal Fora to become a director of SCAPE if Captain Wilks is able to suggest a suitable candidate.

3. Current SCAPE Projects

TD listed the current SCAPE projects as follows:

3.1 sSeaProject

The sSea Project continues to be well received, and queries were being received from other organisations wishing to adopt the Shorewatch model. Recognition of the project, and of the work with Shorewatch groups, was given when the Shorewatch Project was awarded The Silver Trowel, the most prestigious of the sixteen British Archaeological Awards. **TD** attended the awards ceremony in Belfast and the trophy and certificate were displayed at the meeting. Since the last meeting, articles have been prepared for magazines (Coast; Current Archaeology; ForthSight), newspapers (Shetland Times) and information given to journalists (Scotland on Sunday). Press releases had also been prepared.

An intensive survey project was undertaken at Brora, Sutherland by members of the Clyne Heritage Society, with **TD** providing training and directing operations initially.

3.2 Unst

The contract to undertake a geophysical and topographic survey of an area around an eroding settlement mound at Sandwick Bay was awarded to GUARD. The work took place at the end of August and **TD** participated in the work. Members of the Unst Archaeological Group were given training in survey techniques during the two-week project.

3.3 Clyde Survey

The contract to undertake the third and final survey of the Clyde was awarded to CFA Archaeology. They had completed the survey, had set up local Shorewatch groups and were finishing the final report.

3.4 *Loch Hourn*

The report for the Loch Hourn survey, completed in April, is progressing. **AR** noted that a funding application had been received from the report's author to an academic body that she sits on. In the application, the author noted that he had been able to sex buried skeletons using dowsing techniques. **TD** noted that he was unaware that the author of the report was seeking external funding and stated that he would try to co-ordinate such applications, and investigate the exact role that dowsing played in the archaeological investigations.

3.5 *Web publication of CZAS reports*

As noted in 2.1 above, SCAPE and HS had agreed that this project would not progress in the current financial year.

4. Current SCAPE applications

TD listed the current SCAPE applications as follows:

4.1 *Unst Community excavation*

An application to Historic Scotland had been submitted, with an application to the Heritage Lottery Fund prepared (and finished that morning). The application was to enable a two-year excavation of the site, as the geophysical and topographic investigation had shown that the site was significant and under direct threat of destruction. There would be a strong community participation element to the project. **TD** noted that he had confirmed with the Heritage Lottery Fund that the project would not conflict with an application made to them by the Shetland Amenity Trust for the Viking Unst project, as the two projects were applying to separate funding streams.

4.2 *Extractive Industries of the Clyne*

An application had been made to Historic Scotland to help fund a survey of the eroding salt pans and associated coal pits threatened with destruction in the dunes at Brora, Sutherland.

4.3 *Coastal Zone Assessment Survey of North Uist and Benbecula*

An application had been made to Historic Scotland for funding for a two-year survey of the coasts of North Uist and Benbecula. This application was being made jointly by SCAPE and the Western Isles archaeologist, Mary MacLeod.

5. Future funding for The SCAPE Trust

5.1 *Heritage Grants Scheme application*

As noted in 2.5.a (above), an application had been prepared for submission to HS. This was a joint application with the University of St Andrews. The application, if successful, would provide funding for two people.

5.2 *Leverhulme Trust - Abandoning the Past*

As noted in 2.5 b (above), copies of the application had been distributed to directors and Advisory Committee members. The proposal brought together researchers from the Universities of St Andrews, Stirling, Glasgow and York. **TCS** noted that although this application was not made by The SCAPE Trust, the project arose from priorities identified by The SCAPE Trust, and that the project, if successful, would involve SCAPE members. He noted that there was a low statistical chance of the application succeeding, but stated that the application was worthwhile for two reasons:

- the process of working through the application had brought forward a lot of good ideas. In his experience, there had been cases when a application to Leverhulme had

failed, but the Trustees drew the attention of the applicant to other funding schemes run by the Trust that would fund part of the project

- if the application was successful, it would help secure the future of SCAPE for another four years.

TD noted that the application was in three stages, with a small number of applicants progressing to the second stage in mid-January, (when they would need to prepare a more detailed project proposal by mid-March), and a final group of three or so being invited to interview after that. *RTi* noted that his application, involving UCARG members, had progressed to the second stage, along with six other projects.

6. Matters arising from the Advisory Committee meeting

A discussion was held on points arising from the Advisory Committee meeting (see separate minutes).

6.1 General

RTu noted that the main problem with the Advisory Committee is that members do not have the time to bring ideas on. He noted that members know what they would like to take forward, but do not know how to do it.

It was noted that a second person was needed by The SCAPE Trust, in addition to *TD*, to help prepare meetings, arrange minutes and take ideas forward. It was hoped that HS would look favourably upon the application to the Heritage Grants Scheme, as without such funding, there would be extreme difficulties in progressing ideas.

6.2 Salvage Archaeology

It was suggested that a meeting between professionals and amateur groups should be arranged. This should include groups that engage in excavation without supervision from professional archaeologists. The meeting would be aimed at trying to find the middle ground between amateurs and the professionals.

It was noted that there had been a good attendance from representatives of local groups at the SCAPE conference.

It was further noted that there was a view at the conference that many people, both professional and amateur, would be cautious about encouraging local groups to do anything beyond the cleaning of sections.

TCS questioned whether there was a role for the Council for Scottish Archaeology to engage in talking to members of amateur groups.

CM noted that when local groups were able to produce a good product (excavation report, display), they ended up with a sense of achievement. What is needed is to discover how best to teach members of local groups.

TD noted that SCAPE's work in Unst could be taken as a test case. There was a strong element of community participation and teaching, and he had been very pleased with the way that the group members continued to attend every day, despite the boring and repetitive nature of some of the tasks allotted.

RTi questioned how it was possible to test whether training was being successful.

TD noted that during the Unst project, success was determined by:

- trainees continuing to regularly attend (there was no compulsion to attend, participants weren't students who need to complete fieldwork in order to obtain their degree)
- the number of people dropping out from the project
- participants learning through instruction and by undertaking tasks under supervision
- participants being able to progress so that they could complete tasks without supervision
- archaeologists/trainers constantly monitoring participants' progress and giving guidance and assistance where necessary

- assessing the responses given by participants on evaluation forms
- participants requesting that the project should continue.

RTi suggested that the way that success was evaluated should be published.

RMcC added that GUARD should be asked to include an evaluation of the effectiveness of the training programme during the Unst project within the post-excavation report.

TCS suggested that perhaps a workshop should be organised, not on salvage archaeology, as suggested earlier, but on what amateurs could be realistically expected to contribute to a project.

6.3 Research Frameworks

It was noted that English Heritage are producing a strategy, and that Historic Scotland, HEACS and BEFS are working towards a similar analysis.

RTu offered to observe the progress of this strategy on SCAPE's behalf.

Action Point

***RTu* to report on the progress of the HS/HEACS/BEFS Research Analysis strategy**

It was suggested that Mary MacLeod, Western Isles Archaeologist should be approached to determine what she wants/needs in order to produce her strategy.

It was further noted that it would be a feather in the cap of any Regional Archaeologist to produce a research framework, although it was noted that such an agenda would not be strictly coastal.

TCS noted that although producing a research agenda was important, SCAPE could not rely on *TD*'s time, but that extra funding should be obtained.

BC noted that Local Authority Archaeologists were represented on SCAPE by two archaeologists from the islands. She further noted that the problem of erosion was Scotland-wide, and that it could sometimes be difficult for representatives from the islands to attend meetings, noting that neither of the representatives had been able to attend this important meeting. She suggested that a Local Authority Archaeologist residing on the mainland should also be invited to join the Advisory Committee.

It was suggested that Jane Brann, representing Dumfries and Galloway, should be approached to join the Advisory Committee.

Action Point

Jane Brann to be invited to join the Advisory Committee

7. AOB

7.1 Aerial Photographs of the Firth of Forth

CM noted that he had been in conversation with Marilyn Brown, who is in charge of the Aerial Survey Programme of the RCAHMS. He requested SCAPE to support an application that he is making which will photograph the Firth of Forth.

He requested that *TD* produce maps on the GIS.

TD responded that this should not be too difficult as maps had already been produced in connection with the Fish-Traps Project.

RTi questioned whether there would be any ground-truthing. *CM* responded that there would, and this would be supplemental to the Edinburgh Archaeological Field Society's survey of the fish-traps of the south shore of the Firth of Forth.

Action Point

TD to produce relevant maps of the Firth of Forth

7.2 Letter from the Chief Executive of Historic Scotland

Prof Smout had received a response from John Graham, Chief Executive of Historic Scotland to the letter he had written at the request of the SCAPE conference. The letter was distributed to all present.

TCS noted that some directors felt that a response was necessary, but that his initial reaction was that he could see nothing to reply to. He appealed to the directors and Advisory Committee members to supply him with ideas for a response.

RTu noted that the letter showed a critical lack of funding within the archaeology budget of Historic Scotland. One response from SCAPE should therefore be that it feels that more resources need to be made available to help study or preserve the archaeological heritage.

Action Point

Directors/Advisory Committee members to email TCS with ideas for a response as soon as possible.

8 Date of next meeting

The next meeting will be an **Annual General Meeting**, to be held on:

Friday 24th June, 2005, Strathmartin Centre, St Andrews