

# Community Archaeology Westray

Minutes of Meeting 20/5/20 at 2:00 p.m. via Zoom Videoconferencing

## Present:

Peter Needham (PN) (Chair)  
Ian Ricketts (IR) (Treasurer) (Minutes)  
Stephen Hagan (SH)  
Elizabeth Drever (ED) (Minutes)

## Apologies

Hazel Moore (HM)  
Graeme Wilson (GW)  
William Turnbull (WT)

**PN welcomed those (virtually) present.**

### 1. **Minutes of Meeting of 21/4/20**

The minutes of the meeting of 21/4/20 were approved by SH and seconded by IR.

### 2. **Treasurer's Report 21/4/20 par 2**

No changes since the previous meeting.

### 3. **Project Advisor 21/4/20 par 3**

c/f Ann Marwick invitation to advise the CAW Board to be confirmed when Hazel & Graeme are present.

### 4. **CAW AGM**

It was agreed to hold the AGM on 24/6/20 by Zoom.

ED joined the meeting at this point.

### 5. **Working Documents 10/3/20 par 5**

Working Documents - IR had issued members a link to a trial google document and it was noted that some members had updated the document and that those who hadn't should have a go to ensure everyone could use google docs.

### 6. **Historic Environment Scotland (HES) 21/4/20 par 4**

PN and IR reported on discussions they had had with representatives from HES on possible next steps for the project given the current Covid-19 situation restricting plans. PN circulated a draft plan he had drawn up regarding possible developments and it was agreed that this should be circulated to all members. CAW would need to ascertain whether these developments would require planning permission – HES may be able to help with this – and funding would need to be secured for whatever next steps members agreed on. HES are looking to assist with CAW's project and have a considerable amount of information that could be very useful, they also have staff who create displays etc. Those present thought it would be good to be able to make a start on something despite the impact of Covid-19.

7. **Date of next meeting**

Next CAW Zoom meeting would be the AGM planned for Wednesday 24<sup>th</sup> June at 2pm.

The meeting ended at 2:30 p.m.