

Wreningham Heritage Group
Meeting Minutes
5th December 2018- 7:15pm

Location: Margaret Preston room

Attendees: Jean Lambourne, Mick Ryder, Sue Ryder, Jean Agnew, Steve Hickling, Lis Whalley, John Hobbs

Agenda

1. Welcome and Introductions for any new members.
2. Review Actions from previous meeting & update situation.
3. Constitution and Organisation structure
 - a. Review and adopt constitution
 - b. Agree initial organization structure
 - c. Nominate and elect committee members
4. Funding and Finance
5. Technology
 - a. Equipment requirements
 - b. Update on Computer Systems/Website Requirements
6. Oral History Project
 - a. Name
 - b. Updates on potential interviewees
 - c. Norfolk Record Office involvement.
 - d. Next Steps
7. Other Projects
8. AOB
9. Date for next meeting - Wednesday 16th January 2019 – 7:15pm

Actions from previous meeting

Identify interviewees for Oral History Project	Jean L & Christine	Initial list of residents who have lived a long time in the village prepared. Jean and Christine to finalise – awaiting action. (Currently stands at 34 approx).
Apply to Parish Council for grant	Jean L & Mick	Parish Council has agreed to provide a £1000 grant. Further action required – see below.
Apply to other bodies for grants/funding	Jean L, Mick, & Clare	More detailed costings will be required for additional grants/funding. Clare volunteered to assist. No further action needed at this time.
Open Bank Account	Mick	Mick has opened an on-line account with Lloyds.
Training course	Jean	Colin Stott of the Norfolk Museums Service has agreed to provide an hour of free training. Jean to agree a suitable date & time.
Contact Bill Smith re a year in the life of Wreningham film	Jean L & Bill Smith	Jean has contacted Bill & he wants to be involved. He also plans to complete the film.
Obtain cine film of past farming around the village	Jean L	Jean has contacted David Minns. He will be liaising with Donald Whiterod who has the film footage.
Website	Mick	Mick will investigate options for website to make collected heritage data available to the public. Further action required – see below
Constitution	Tony	Tony agreed to obtain a template constitution for the group. Action completed. See below.
Recording Equipment	Tony	To obtain recommendation of equipment & costs. Action completed.
School involvement	Jean	To liaise with the school on how they can be included & involved. Initial contact made with Rob Jones (headmaster). Action ongoing.
The Mardle	Jean	To put an article in The Mardle about next meeting etc. Completed.

Actions from 5th December 2018 Meeting & Other Communications

Constitution	All + Jean, Mick & Sue	Created, printed & adopted by the group. Mick has signed copy.
Committee Members	Jean, Mick, Sue, Steve & Lis	The constitution requires a 5-member committee. Membership consists of Chair, Secretary & Treasurer plus 2 additional members. Steve & Lis volunteered to be the 2 additional members. The committee will meet separately to cover off admin aspects.
Parish Council Funding	Jean L & Mick	Email from Michael Hill requesting a budget breakdown before £1000 payment can be made.
Other Funding	Mick, Jean & Clare	More clarification of the “Conversations” project needed before this can be actioned.
Recording Equipment	Tony	Recommendation of equipment to be checked with Bill. Clarification of how Bill can assist.
Website & IT Requirements	Mick	Mick will investigate further as the requirements become clearer. The Wreningham.org website now has the group listed under the “Clubs & Groups” section. The Minutes & Agenda can be found there.
Oral History – Project Name	Jean - plus all	The term “conversation” rather than “interview” to be used. Suggestions on project name sought from all members via email to Mick.
NRO involvement		Sue & Mick visited the NRO & spoke to Jonathan Draper. They will store data if certain standards are met which he has emailed. Group agreed to pass conversations to NRO. To meet with their standards, we should produce a “Project Description”. We must produce an “Oral History Participation Agreement” & “Oral History Recording Agreement”. Mick has a generic template for these & will create the specific documents for agreement by the group. Recordings also need to meet NRO standards.

Oral History Project – Next Steps	Jean & Bill	Jean will meet with Bill to clarify his involvement.
Other Projects	All	<p>While the Oral History project is taking place, members may like to investigate other aspects of Wreningham history,</p> <p>A short “brainstorm” took place & potential ideas raised were:</p> <ul style="list-style-type: none"> Medieval holdings/fields - Steve History of the school, pub & church. Wreningham wills. Newspaper archive from 1850 Trade directories Map with houses & dates built etc Censuses Tithe award - Steve Wreningham stone - Steve The lost roads of Wreningham Railways Blacksmiths <p>These are just some ideas, so if anyone wants to look into other aspects then let us know.</p> <p>Additional information, supplied by Graham, about those listed on the church war memorial has been added to the Wreningham.org website.</p>