



**Annual General Meeting – 18th December 2017
Caithness Horizons Museum**

Annual General Meeting called to order at 7.33pm by CBP Chair Kenneth McElroy

In Attendance: CBP Board of Directors

Joanne Howdle (Secretary)
Kenneth McElroy (Chair)
Chris Sinclair

Iain Maclean
Lisa Poulsen

In Attendance: CBP Members

Sarah Cowe
Darren Manson
Michael Matheson
Mark Gibson
Sandra Maclean
Janice Smith
Robin Herrick
Roger Saxon
Ian McElroy
Struan Mackie
Fiona Macleod

Alexander Macphail
Alex Groves
Carol Whittaker
Nicol Maclean
Lorna Budge
Alan Gerrard
Ned Mackay
Alison Smith
Karl Rosie
Morven Macleod
Robin Herrick

Apologies For Non-Attendance: CBP Members

Helen Rand
Sheila Clark
Wendy Mackay
Anson Macauslan
Alex Paul

Claire McIntosh
Carol Ross
Islay Macleod
Sandy Dunnet
Laverne Maclean

1. Welcome and Apologies

Chair Kenneth McElroy welcomed all in attendance.

2. Minutes of previous AGM

Kenneth McElroy explained that the minutes from 2016's AGM can be accessed by any member of the public by email request to: caithnessbrochproject@gmail.com

3. Retiral and Election of Appointed Directors

Kenneth McElroy stated that in accordance with CBP's constitution "any Director appointed during the period since the last AGM should retire at the first subsequent AGM but if eligible should stand down for re-election" therefore Iain Maclean was required to retire and be re-elected as a Director. *Proposed by Kenneth McElroy, seconded by Joanne Howdle.*

Kenneth McElroy suggested Sarah Cowe be elected as new CBP Treasurer and Director. Sarah accepted the proposal. *Proposed by Kenneth McElroy, seconded by Alison Smith.*

Iain Maclean nominated Robin Herrick as Director due to previous and forthcoming work to be carried out in relation to the designing, planning and modelling of the replica broch. All of which is necessary towards working alongside and gaining the acceptance of professionals with archaeological, architectural and planning backgrounds. *Proposed by Iain Maclean, seconded by Joanne Howdle.*

4. Audited Accounts

Treasurer Sarah Cowe reported CBP's accounts to be very healthy with just over £5,000.00 in the bank. Sarah also stated that the accounts are available to anyone who wishes to see them by email. *Proposed by Kenneth McElroy, seconded by Joanne Howdle.*

5. Annual Report

Chair Kenneth McElroy gave an overview of activities carried out by CBP in 2017 and thanked the CBP board for their help throughout the year which resulted in it being a great success. Projects completed during 2017 were detailed in report handouts given to all in attendance. The report includes:

- BBC radio interview at the beginning of 2017.
- Highly detailed 3D model of the replica broch design created by Robin Herrick.
- Funding acceptance received towards detailed plan of works to be carried out in order to consolidate and conserve Ousdale Broch.
- The creation of Caithness Broch Trail including information panels and leaflet which has been issued throughout Caithness, Orkney, Stirling, Edinburgh and along the North Coast 500. Kenneth apologised for the delayed completion of this particular project. Iain Maclean expressed difficulties had been met in terms of erecting the heavy stone information panels but stated that the last of the three panels is to be installed at Keiss next week.
- £10,000.00 funding was received in June towards creating a business plan for the replica broch. This involved choosing a site in Caithness and the feasibility concluded that the replica broch is to be built near The Mill at John O'Groats. Kenneth offered those keen to read the business plan to email caithnessbrochproject@gmail.com from where they will receive a copy.
- In July the Lego Broch Exhibition took place. Kenneth gave thanks to Santander for the funding of £5,000.00 received towards the exhibition and outreach events with schools. Kenneth also thanked Iain Maclean, Joanne Howdle and Lisa Poulsen for their efforts in

setting up the exhibition. The outreach events involved school pupils taking part in Minecraft workshops where brochs were created digitally, and children also enjoyed the Lego Broch Exhibition – 700 children took part over 5 days.

- In August, the Caithness Broch Festival took place. Kenneth gave thanks to those who volunteered to help out with test pitting and geophys at Bruan broch and Things Va.
- Iain Maclean and Kenneth McElroy gave 42 talks to various groups throughout 2017.
- Brochtoberfest was a success with an informative walk at Loch Rangag by Paul Castle as well as a fully booked day of talks held in Caithness Horizons Museum all of which were streamed live on social media.
- Merchandise – thanks given to jeweller Kelly Munro for donating a percentage of sales from her Caithness brooch collection and to all other businesses who kindly donated to CBP over the year.

Proposed by Joanne Howdle, seconded by Iain Maclean.

6. Plans and Projects 2018

Kenneth McElroy outlined a list of projects already in progress as well as potential ideas to be considered in 2018 by CBP. Kenneth reported the following:

- A prioritised scheme of works report to be carried out at Ousdale Broch by Krystyna Pystasz from Addison Architects to understand the tentative costs and works required at the site (£3,840) going ahead early 2018.
- Consolidation / Conservation works at Ousdale Broch: “one of Caithness’ best examples of a broch (£300,000 - £500,000 estimate).
- Hands-on archaeological excavations at possibly three sites within Caithness (estimated £200,000). Including investigations with Edinburgh University Archaeology Society to take place end of May – June / September (approx. £20,000) and Thing’s Va excavations (approx. £150,000).
- Archaeological Trail and Excavations at Westerdale (estimated £100,000) tapping into funding available via the Halkirk Wind Farm fund. Creation of a circular trail developed at Westerdale which takes in 5 brochs.
- Removal and conservation of two Pictish Stones to Caithness Horizons Museum (estimated £30,000).
- Iain Maclean reported an interest in working on UHI-led traditional skills workshop and experimental archaeology providing insight into broch construction techniques and feed into the ‘ultimate aim’ of CBP (estimated £15,000). Iain explained that CBP will work in partnership with the likes of Edinburgh University and AOC Archaeology to set up an archaeological program where the roof is burnt down while the collapse sequence and the effect on the walls and deposits is studied. Costs will be partly met by the UHI for the construction part of this programme.
- Kenneth McElroy pointed out that 2018 is being named Year of Young People, which CBP will take part in through further outreach events with local schools and involving UHI students.

- Grass cutting and vegetation management at three potential broch sites: Kirktofts, Keiss and Achvarasdal for the removal of giant hogweed which can be highly dangerous (Estimated £10,000 for training, materials and labour). It is hoped that pupils from the local high schools will take part and gain insight into heritage management.
- Wick High School to create an app program exploring the use of an interactive broch map involving 'augmented reality' and '3D' style activities (estimated £10,000). Glasgow School of Art have expressed an interest in assisting with this.
- We will work with Craig Ross at Wick High School students to create an engaging and visually compelling pop-up book, detailing the Iron Age and/or Archaeological legacy of Caithness (estimated £25,000). Leading pop-up artists will also provide children with a workshop as well as community workshops. The students will then be tasked with selling up to 2,000 books as an entrepreneurial venture. Monies raised can be split between Wick High School and CBP.
- The creation of a Broch Geocache trail to encourage visitors and locals alike to explore brochs in the area. Each 'geocache' will feature a sturdy and robust box with hidden 'treasures' and activities to complete (estimated £2,000).
- Professionally build a 3D broch puzzle for use at outreach events (estimated £2,000).
- General outreach projects and activity costs (estimated £10,000 - £15,000)
E.G. Iron Age materials, such as clothes and objects, as well as materials such as PC hardware (i.e. iPads), and sound and engineering equipment for the production of high-quality videos. These films can be made in conjunction with local film clubs or North Highland College students.
- General outreach projects and activity costs (estimated £15,000 - £20,000)
Hiring of professional re-enactors and craftspeople to engage in a number of exciting arts and crafts workshops, with sessions for both adults and young people.
- Extension of merchandise line (estimated £10,000)
Monies to extend and explore different lines of merchandise – from clothing to accessories
- Employment of 'Broch Officer' (estimated £20,000)
Outreach officer and project co-ordinator to oversee projects above. Archaeological background preferred. Project growing becoming difficult to manage. Creating employment and opportunities.

7. Any Other Business

Kenneth McElroy highlighted the need for more opportunities in Caithness with the closure of Dounreay on the horizon. Iain also suggested tasks be delegated to existing CBP members in order to meet growing demands and projects undertaken by the charity to avoid burnout of current committee members and volunteers. Kenneth asked for anyone interested in helping to contact CBP by email to caithnessbrochproject@gmail.com.

Janice Smith expressed her admiration for the work undertaken by CBP this year and that she felt it already proving to be an amazing success while inspiring others to see the potential of archaeology and tourism in Caithness.

Nicol Maclean made comment on the positive effects of Chris Sinclair's aerial photography, explaining that the broch photographs make great impact across social media platforms.

Iain Maclean suggested a decision be made on the location for Brochtoberfest 2018 naming Shetland as a possibility. Kenneth McElroy explained that he has spoken with Ian Green who suggested they'd prefer it was held in Orkney again.

Iain McElroy queried CBP's projected timescale for completion of the replica broch. Iain Maclean stated that this would be dependant on the time taken to receive planning permission, but that he hoped 3 years would be accurate. Kenneth McElroy and Iain Mclean explained that despite the replica broch being based on 2,000 year old architecture, the design will go through a 'new build' application process, which together with ground ownership could result in a timely process.

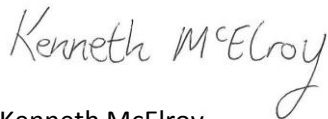
Annual General Meeting adjourned at 8.36pm.

AGM Minutes Issued By:



Lisa Poulsen
Membership Secretary

AGM Minutes Approved For Issue By:



Kenneth McElroy
Chair

Date Minutes Approved For Issue: 20th December 2017.