

Stonehenge WHS Steering Committee

Minutes **Agreed: 16.11.23**

Tuesday 4 July 2023, 11am – 12.45pm

Bourne Hill, Salisbury in De La Wyle meeting room / Teams

Present: Hugh Morrison **HM** (Chair, WHS farmers), Claire Selman **CSe** (minutes/WHS Coordination Unit), Mel Barge **MB** (Historic England), Richard Crook **RC** (NFU), Cllr Tim Edwards **TE** (Amesbury Town Council), Chris Farr **CF** (Country Land and Business Association/CLA), Rachel Hosier **RH** (WHS farmers), Cllr Ron Lock **RL** (Shrewton Parish Council), Richard Osgood **RO** (MOD), Melanie Pomeroy-Kellinger **MPK** (Wiltshire Council), Heather Sebire **HS** (English Heritage Trust), Cllr Andrew Shuttleworth **AS** (Winterbourne Stoke Parish Council), Cllr Ian Silk **IS** (Durrington Parish Council), Nick Snashall **NS** (National Trust), Jan Tomlin **JT** (National Trust)

Observer by invitation from of Chair: Emma Sayer **ES** (Chair, Partnership Panel)

Abbreviations: Steering Committee **SC**, Partnership Panel **PP**, World Heritage Site **WHS**, Coordination Unit **CU**, English Heritage Trust **EHT**, National Trust **NT**, Historic England **HE**, Wiltshire Council **WC**, Trust Transition Board **TTB**, Avebury & Stonehenge Archaeological & Historical Research Group **ASAHRG**, Working Group **WG**, National Lottery Heritage Fund **NLHF**. Jurassic Coast Trust **JCT**

Meeting Summary		Deputy Chair elected as Tim Edwards (Amesbury Town Council). The committee supported the updating of processes including decision making by email and acknowledged recommendation by TTB of survey regarding all three options at workshop. Member comments included: requests for further information regarding the A303 scheme and the National Trust's chalk grassland reversion work.		
Date	Item	Action	Lead	Complete
04.07.23	2.2	Partners encouraged to share news and events information with Coordination Unit to include in new internal newsletter.	All	Ongoing
04.07.23	5.2	Submit recommendations to Coordination Unit for processes, particularly around decisions between meetings.	All	Ongoing
04.07.23	5.2	Circulate draft of revised processes before next Steering Committee meeting in November.	CSe	Ongoing (as part of Governance work)
04.07.23	5.3	Complete review of membership list with partners.	CSe	Complete
04.07.23	7.2	Complete online survey continuing discussion from WHS workshop	All	Complete
04.07.23	8.3	Take Solstice comments from farming/community back EHT	HS	Complete
04.07.23	9.3	Share with CSe chalk grassland reversion work details for SC.	JT	Complete

04.07.23	9.4	Circulate information regarding A303 works.	CSe	Complete
Completed Actions				
16.03.23	2.0	Circulate agreed minutes of 08.11.22 and, for completeness, summary of meeting from 16.09.21. List organisations with attendees for future minutes.	CSe	Complete
16.03.23	4.0	Circulate invitation for partners to take part in World Heritage Day social media activity. JT to put CLS in touch with Avebury marketing lead	CSe	Complete
16.03.23	3.0	Following same discussion at Avebury SC, CLS circulate periodic report for comment & meet with Chairs to agree report before initial submission to DCMS.	CSe	Complete
16.03.23	6.0	Review and update SC contacts as part of review of processes, including addition of Parish/Town Council Clerks/Chairs	CSe	Complete
16.03.23	6.0	Identify Deputy for Chair at next Steering Committee meeting	HM	Complete
16.03.23	6.0	Circulate proposal for comment and invitation to facilitated discussion to all SC & PP members	CSe	Complete

1.0	Apologies, agree minutes of last meeting 16.03.23 Review actions and matters arising. Nomination of Deputy Chair.
1.1	Apologies: Scott Ashman (English Heritage Trust), Patrick Cashman (RSPB), Roland Smith (Wiltshire Council), Colin Shell (ASAHRG), Lynn Trigwell (Wiltshire Council), Phil Foxwood (DCMS)
1.2	Minutes of 16.03.23 agreed as an accurate record of the meeting.
1.3	Actions reviewed as complete with no matters arising.
1.4	Decision: Stonehenge WHS Steering Committee Deputy Chair: Cllr Tim Edwards (Amesbury Town Council), Proposed: Richard Crook, Seconded: Chris Farr
1.5	ES: Henry Oliver, Chair of Avebury WHS Steering Committee stepping down at next meeting.
2.0	WHS Coordination Unit Update
2.1	MPK gave an update of CU staffing. CSe recently promoted to Partnership Manager following six months working alone. Rather than replace Officer post, WC are looking into a combination of support: consultancy for transition project and admin support. CSe thanked partners for their support to date and welcomed feedback as to the delivery of the CU's work.
2.2	CSe referred to circulated work update, reflecting on work undertaken and events attended. Periodic Report complete and signed off by Steering Committee Chairs. May be opportunity through DCMS to update Statement of Significance next year. New internal newsletter, partners encouraged to suggest events and news content.
2.3	CSe: 45 th session of the World Heritage Committee taking place in Saudi Arabia 10 -25 September, DCMS are awaiting the agenda.
3.0	Management Plan
3.1	CSe fed back from Management Plan Review Steering Group 16.05.23. Group completed initial review of the status of actions. SG meeting again to form recommendations as to how to proceed with the review, which will be fed back to the November SC meetings.

4.0	Parishes Group
4.1	CSe introduced new informal group to discuss relevant actions from Management Plan. CSe working with parishes and organisations to create new residents' page on WHS website.
4.2	Parish/Town Council members TE, RL, AS, IS : beneficial to compare Stonehenge with Avebury with useful cross discussions, informality and relation to Management Plan important and development of residents' webpage helpful. IS : invited CSe to speak at July meeting.
5.0	Revised Steering Committee Processes
5.1	After discussion, the SC accepts the principal that there should be a mechanism for decision making between meetings. Views across the partnership must be sought on the revised processes as they need to be universally adopted across the partnership.
5.2	MPK, AS & CF gave insight into experience and sources of assistance for decisions between meetings. Discussion of turnaround time, 5 days is an example elsewhere - not supported by SC due to annual leave/ limits consultation. Members discussed how it would depend on the nature of the decision being made and there is potential for delegated authority to Chairs and CU to make minor/operational decisions. Members encouraged to share examples and recommendations of processes, particularly decision making via email, with CSe who will collate and use to inform draft revised processes ahead of November SC meeting.
5.3	Members discussed the supplied membership list, updated to reflect Management Plan. CSe to work with partners to complete and add deputies to ensure circulation list is up-to-date.
6.0	Report from Partnership Panel
6.1	HM reported from Partnership Panel of 27.06.23: updates from partners, staffing of the CU and discussion around revision of processes.
7.0	WHS Workshop: The Way Forward
7.1	HM reported from Trust Transition Board meeting of 27.06.23: the TTB is moving forward with purpose for option one, a CIO that would host CU, acknowledging that there were some challenges to resolve to make this option work for all partners. Members required detail of the structure to make an informed decision. Regarding funding of the CU, actions are to provide costings for 2024-25 and confirmation of information required for partners to prepare funding bids. The TTB felt the WHS Workshop 12.05.23 didn't conclude fully and all WHS partners should be asked the question 'what would need to be true for your organisation to support this option?' – and for this to be asked for all three options.
7.2	CSe introduced online survey to be circulated to all WHS partners to continue discussion from WHS Workshop. While CIO to host the CU is being explored, responses are being gathered for the remaining two options in parallel.
7.3	CSe introduced CIO Working Group: task and finish group supporting the TTB with additional research and preparation of information. Additional members are welcomed.
7.4	ES summarised CIO Working Group's research into the two models of CIO: by Foundation (voting: board of trustees) or Association (voting: trustees and membership). WG felt CIO by Association could be most suited model and is working on draft constitution, highlighting where decision-making responsibilities lie, to present back to TTB. TE reflected how CIO WG is also getting practical feedback from others eg CSe's visit to Jurassic Coast Trust.
7.5	Members discussed the role of Trustees and impact of larger organisations (NT/EH/HE) not being able to sit as Trustees. AS described Trustees as figureheads to attract involvement and funding, with decisions being made by an Executive Board. MPK agreed, describing a two tier structure where Trustees bring new skills, experience and contacts alongside a Management Board or Management Plan Committee like Jurassic Coast Trust.
8.0	Member Updates
8.1	CSe advised partners that guidance as to nature of updates will be provided in future.
8.2	CSe gave ASAHRG update supplied by CS : ASAHRG met 28.08.23, presentations from Josh Pollard: fieldwork at Avebury Manor Environs, David Nash: sarsens at Stonehenge and Fran Alfrey: Avebury Papers project. Papers from CSe : ASAHRG display and Anna Collar: Roman site north of Avebury Henge. Discussion on celebrating 30 years of ASAHRG. Current Chairs: Gill

	Swanton (present-Autumn 2023) and Matt Leivers, Wessex Archaeology (present-Spring 2026) Chairs elect: David Dawson, Wiltshire Museum, (Autumn 2023- Autumn 2026) and Neil Adam, Wiltshire Archaeology Service (Jan 2024-Jan 2027). New Terms of Reference came into operation 16.05.23. Next meeting 13.10.23 chaired by Matt Leivers.
8.3	RH farming update: feedback after Solstice - lack of advance notice of byway closures this year from Wiltshire Council (impact on ability to check livestock) and farmers not invited to briefing (can offer feedback on security) AS supported this, parishes invited to planning meeting in previous years and had no point of contact this year. HS will feedback to EHT.
8.4	HS English Heritage Trust: over 8,000 attended Solstice and 154,000 watched live stream. Traffic congestion at the beginning. Event passed peacefully with monument in good state. Visitor numbers good 80% of 2019. Overseas visitors are strong, China not fully returned yet. Summer activities in Visitor Centre with Conservation in Action Van and Kids Dig. Japan exhibition closes 3 Sept with one day conference 29 Aug. Research ongoing with Richard Bevins and Nick Pearce looking at geology, Bournemouth University looking at upcoming lunar standstill. Members will soon be consulted on education plans at Stonehenge.
8.5	MPK Wiltshire Council: Local Plan going to Cabinet 11 July, if approved public consultation last quarter of year, public examination early 2024 and adoption end of 2024. Will update more at next committee meeting. Design Guide for Wiltshire open for public consultation in July.
8.6	TE Amesbury Town Council: Amesbury History Centre now in ownership of CIO, opening in August. Displays to include 12 Women of Amesbury. Planning permission live for work on river from Lords Walk to allow denaturalisation of water course, with works in October time.
9.0	AOB
9.1	RC raised missing notice board about Nile Clumps alongside track in seven barrows field. HO there is now informal laminated information. JT happy to have a look at the site.
9.2	RC raised work to Amesbury lynchets, MPK updated that WC Archaeology Service led work with volunteers funded by HE grant as part of Monument Management Scheme. Returning to complete work in the Autumn, may be three seasons if successful with grant bid.
9.3	RC reflected on ongoing developments to land management in WHS ES recommended JT shares information regarding NT's chalk grassland reversion work with CSe to share with SC.
9.4	RL questioned role of SC within A303 development MPK confirmed National Highways have in the past addressed the SC, and recommended CSe circulate links to information.
10.0	Confirmation of what to feed back to Partnership Panel
10.1	See Meeting Summary on page 1.
11.0	Future meeting dates (venues tbc)
11.1	16 November 2023, 11am – 1pm 20 March 2024, 11am – 1pm 1 July 2024, 11am – 1pm 13 November 2024, 11am – 1pm
11.2	RC offered to sponsor a venue for a meeting at Antrobus House. Due to hybrid option not being guaranteed this would have to be with enough advance notice to attend in person.

Meeting ended: 12.45pm