

**Cymru / Wales ClfA Group Committee Meeting Minutes 24 February 2015  
RCAHMW Aberystwyth 10.00**

**Chair:** Neil Maylan **Present:** John Latham (secretary), Fiona Grant (treasurer), Ian Brooks, CS Briggs, Kathy Laws, Jenny Hall (RA Chair & Rep) & Kate Geary (ClfA).

1	<b>Apologies</b> Mike Greene, George Nash & Claudine Gerrard	<b>Actions</b>
2	<b>Minutes of meeting on 24<sup>th</sup> September 2014</b> Item 11 – re cross-border and planning matters notable in cases of wind farms and cross-border dykes have been managed so far, minutes otherwise Ok'd.	
3	<b>Matters Arising</b> The Business plan previously discussed at meetings to be deferred - NM to sort this out – could include the RF/RA as well as progress on Dayschool.	<b>NM</b>
4	<b>Officers Reports (including comment from Committee members and RA rep following 2<sup>nd</sup> meeting of Advisory Council on 19.2.15)</b> <b>Chair:</b> Formal Launch of ClfA in December at Museum of London, a rep. From Wales spoke. We have had board member(s) inc. co-opted members (ie Lawyers). There will be an Advisory Council of ca 40 of which 20 will be elected. Wales will have representation. (One) Aim that all archaeologists on a site should be “competent” ie at least PIfA (this area still open to discussion). Mentioned CPD promotion – sparked discussion on Retired Archaeologists. KG – feedback from Ret'd members? She is going to look into this. CSB mentioned the establishment of editorial committees – the Board could in fact establish such. Advisory council to look (again?) at the Validation Process. Advocacy – where should ClfA, what should the scope be and where should ClfA be putting its effort into this (lobby) matter. Advisory council also looking at minimum and starting salaries. MG in future to report back from Advisory Council. CSB mentioned that we should be in contact with the new Secretary of RCAHMW on making the RCAHMW a registered organisation/member. It was suggested that MG (as a member of) that he could “cc” material for the committee to input to the Advisory Council. <b>Secretary:</b> Nothing specific to report <b>Treasurer:</b> Nothing specific – just handed been handed over the accounts form the former Treasurer as of last week. Balance is £1,521.54 of which £674 is RA funds, noted that C-PAT still owe £90 in fees for their staff attending the last Daychool <b>RA rep:</b> The hosting costs of the website were explained. A transfer to “Orchard” was proposed and that would cost £80 and the invoice would be sent to the current treasurer (FG) via the previous treasurer (IB). Noted that ClfA have now bought a new server and that possibly the RA could go onto that? RA website will move provider JH will deal with.	<b>JH</b>
5	<b>Review of AGM &amp; Dayschool (Setting a Welsh Perspective 28.11.14)</b> In general a positive reaction to this Dayschool - more time for discussion might have been useful. Was very well attended, financially solvent - made profit of about £90 (possibly a bit more). Flagged up a need to establish better contact with the Owain Glyndwr Institute - which seems to have changed its management for the worse). OGI have yet to send invoice incidentally.	

6	<p><b>Next WifA Dayschool &amp; AGM</b></p> <p>The next Dayschool on Conflict Archaeology jointly with WelCAAP was to be May 2015 but is now going to be November 2015. (the May 2016 slot could be on Digitising Archives). Some query as to whether this proposed Conflict Dayschool would “work” and attract enough interest. JH mentioned that a RA conference might take place in 2016. Some discussion about the next Dayschool in May/June - this resolved into a session on revision of RA/RF themes ie a session to incorporate the concept of “Modern” into the framework and how this might work out. Suggested Trawsfynydd as venue which could incorporate a site visit. CSB to investigate. Costings re Dayschools – whether any of these could be subsidised by ClfA (notably the proposed Conflict Archaeology session). KG mentioned that ClfA have dedicated staff to deal with this matter - there was some discussion on how this might work in principle.</p>	<p>JL</p> <p>CSB</p>
7	<p><b>Expenses – claims procedures</b></p> <p>So far no expenses have ever been claimed for going to committee meetings, however a large claim was in fact made via ClfA centrally for this from MG. This is unsustainable at present. NM is attempting to establish guidelines for expenses claims and he will phone MG to clarify the position on this. FG will forward a formal letter.</p>	<p>NM</p> <p>FG</p>
8	<p><b>Chartered Status / New Group Logo</b></p> <p>The logo has now been received and a final version accepted.</p>	
9	<p><b>Group Representation on ClfA Board</b></p> <p>Not discussed...</p>	
10	<p><b>RCAHMW matters</b></p> <p>Appointment of new secretary pending and the move to the NLW confirmed.</p>	
11	<p><b>National Panel for Archaeological Archives</b></p> <p>The current ClfA rep on this (JL) felt that one of the potential players was missing from this group (National Trust) and that contact would be made to try to remedy this asap.</p>	<p>JL/CSB</p>
12	<p><b>Research Framework, Agenda, Progress...</b></p> <p>JH mentioned that here had been a RA/RF meeting on the 24<sup>th</sup> September leading up to a new round of review.. All papers were now on the website and that perhaps we should now look into the possibility of a booklet (or pack) – either would need funding. A new theme: (“Modern” to be subject of next Dayschool. JH was getting requests for minor or sub-themes such as “Rock Art”. However by adding “Modern” this would cover more and be reflected in the record. Key sites had not been updated, some bibliographies had been to some extent. The Trusts could conceivably be funded for augmenting their Heritage Management – JH has not quite succeeded in sort out this matter yet and hence nothing has happened. A specifications is needed for the Heritage Management input the Trusts state and they will then update their Key Sites – this will probably be 2016 or 2017. The “Modern” dayschool should help with this process. Also, could we “crowd source” some key sites of <u>all</u> periods. JH felt that we needed a small working group to progress the RA/RF possibly from this ClfA Group as a “Task and Finish” exercise. JH also mentioned that the website needs a revamp and also we needed new Chairs for the “areas”. An HLF grant mentioned – that could involve the local community. An opportunity to discuss at the “Modern” Dayschool noted. Discussed ideas for a display at the Cardiff ClfA Conference to promote the Group. NM said he would be at the conference for all three days.</p>	
13	<p><b>AOB</b></p> <p>KG – made a plea for more feedback on Dayschools run by the Group, and</p>	<p>all</p>

	hoped that we could make a précis of the presentations for posterity. Meeting ended 14.15.	
<b>14</b>	<b>Date &amp; Venue of next meeting:</b> 11th September 2015 at RCAHMW.	

JEL 19.8.15