

Chartered Institute for Archaeologists

Scottish Group Minutes

04 August 2015, 2pm

College of Animal Welfare, South Gyle Crescent, Edinburgh EH12 9EB

Present: Warren Bailie Murray Cook, Sam Fox, Peta Glew, Peter Hinton, Melanie Johnson, Cara Jones

1.	Apologies	Action
	Tristan Boyle, Richard Heawood, Lianne Birney, Matt Ritchie, Bidy Simpson, Andrea Smith	
2.	AGM event 2015	
	<p>Discussion included</p> <ul style="list-style-type: none"> • Timetable for notice to members - MJ outlined the dates required to stay constitutional (21 August for notifying members) • Nominations to committee / Student Rep - 3 OCM spaces will be available for nominations • Nomination to Advisory Council - PG expressed interest • Approval of 3 Year Business Plan - MR to ensure final version is ready to be put to the members • Chair's & Treasurer's reports - WB and CJ to compile • Events budget - CJ to resubmit events application for funding; a participation fee for the metal-detecting aspect of the day was agreed and this will form a CPD training event as part of the HS grant • Programme for the day - MC/CJ to compile final version, Eventbrite bookings to be set up by Reading office, flyer to be compiled • Allocation of tasks 	<p>PG MR WB/CJ CJ MC/CJ/LB All</p>
3.	Update on Training events	
	<p>ALGAO are proposing drone training in the spring and seeking SG support - committee voted yes to support this.</p> <p>Further proposal seeking financial support received regarding a maritime/intertidal event, with reduced rate offered for CifA members. AS to explore this latter proposal.</p>	<p>AS</p>
4.	HS Grant Update	
	<p>3 year grant ends this financial year. One year funding for strategy/skills development is in place. CifA to apply for a further 3 year grant, preliminary meetings have been held with HS.</p> <p>We are up to date with the number of required events. Online learning materials from training events will be prepared. 20 years of planning-led archaeology off-shoot article is ready - waiting for a steer from COSLA about the best way to distribute this.</p>	<p>PH/AS</p>

	Recruitment is not at the numbers it should be - committee to bring ideas to next meeting.	All
5.	Consultations regular update	
	Discussed Archaeology Strategy and new charging policy introduced recently by WoSAS. Archaeology Strategy to be launched at EAA.	
6.	Groups Forum Update	
	MJ attended the last meeting via Skype and found it useful. She updated the group on the business discussed, with reminders about the Annual Report and the Advisory Council member to be elected at our AGM. Noted that other committee members can attend if there are CPD events they would like to attend.	
7.	BEFS regular / Advisory Council update	
	It was noted that there are a plethora of BEFS working groups associated with the Archaeology Strategy with overlap between them. Next Advisory Council meeting is September, CJ to attend. It was noted that the Group Representative is for 1 year but the same person can continue into subsequent years, as long as it is agreed at the group AGM. Advisory Council year start at CifA AGM in October. It was noted that there are still places for individuals to stand on the Advisory Council, outside of the group representation. CJ reported that she had attended the Archaeology Forum - this is an 'event' rather than a corporate entity, and is useful to be aware of. CJ to circulate minutes.	CJ All CJ
8.	Newsletter Update	
	WB agreed to prepare the 'from the committee' segment for the next newsletter. To confirm AGM details before newsletter release - BS to be kept informed. BS to add something about EAA CifA activities.	WB MC/CJ/BS
9.	Previous Minutes	
	Previous minutes approved. A room has been booked at EAA for a drop in lunchtime event, PH to confirm details. MJ to coordinate CifA stall rota and set up/take down.	PH/MJ
10.	Dates of Future Meetings	
	AGM- 19 September 2015, 3.30pm 03 November 2015, 2pm – College of Animal Welfare	
11.	AOB	
	It was noted that CJ will be attending the CifA AGM in York	