

Monday 2 October 2023 at 19.00 (BST)
By Microsoft Teams

Draft AGM Minutes

Present:

Evelyne Godfrey (EG Chair), Colin Forrestal (CF Secretary), Megan Keates (MK CifA), John Halsted (JH), Marianne Mödinger (MM), Katerina Vavaliou (KV) Perry Gardner (PG) Daria Dabal (DD) Matilda Holmes (MH)

1.	Apologies	Action
	Anna Welch	
2.	Previous AGM Minutes	
	The minutes for the 2022 AGM held by Zoom were accepted.	
3.	Matter Arising from Previous minutes	
	<ul style="list-style-type: none"> There were no matters arising. 	
4.	Chair's welcome and opening remarks	
	<p>The committee has not met as much as in previous years due to the lack of a secretary and treasurer after the no interest in both roles at the AGM held on the 31st July 2022 and the secretary having to stand down. There was some interest in two of the three OCM places available which was to be followed up at a committee meeting in September. Though attendance at the Advisory Council has been maintained.</p> <p>This did not mean that the committee were not active, this being mostly on the European stage where there are many members of the EAA on the RIG committee. Some have assisted with the EAA Code of Practice with the CifA codes and practices as templates. As this was in the area that dealt with commercial archaeology it was felt that this made CifA's inclusiveness policy null and that the clause as it dealt with academic papers was more appropriate in the academic section. The outgoing secretary who is a lifetime member of EAA, raised this issue at the EAA AGM in Budapest 2022 and was consulted after by the EAA Board. The clause appears to have been removed.</p> <p>The Chair and the previously mentioned OCM have also been involved with the EAA Archaeological Heritage group, working on Pan European laws. One that is expected soon is concerning licensing and policing Metal Detection and it is hoped that through some agreement, will come into British Law after it is passed. The said outgoing RIG secretary also presented a paper at EAA Budapest on a possible Pan European Law covering all aspects of Archaeology, the Historic Environment, both terrestrial and marine to create a gold standard level playing field across all EU countries. At Belfast 2023 the committee are again engaged with the EAA presenting papers and in the case of the chair running a session.</p> <p>The committee is adopting a business plan at this AGM and plans to explore Knowledge Hub to engage the group members more. It was decided that Health and Safety aspects in both commercial labs and the academic sectors would be a good starting point for discussion.</p> <p>The committee plan for the next year is to engage with the group members more with more information being put on Facebook and communicating committee meetings in the form of a newsletter.</p>	

5.	Secretary's Report	
	<ul style="list-style-type: none"> • The office was empty for most of the year with Colin Forrestal being co-opted back as Secretary for the June 2023 meeting which was the only committee meeting held. • The group has 890 CifA members this is up from 806 members last year. the breakdown is: <ul style="list-style-type: none"> ○ Hon MCifA/MCifA – 403 ○ ACifA - 202 ○ PCifA - 193 ○ Affiliate - 62 ○ Student - 30 ○ SIG - 0 • A group annual report has been produced. 	
6.	Treasurer's Report	
	<ul style="list-style-type: none"> • No spending this year and the RIG committee have been allocated a budget of £200 by CifA. 	
7.	RIG Committee Elections	
	<ul style="list-style-type: none"> • Chair - Only one nomination was received so Evelyne Godfrey has been re-elected Chair. • Secretary – Only one nomination was received so Colin Forrestal has been duly elected Secretary. • OMC – Only one nomination was received so Perry Gardner has been duly elected as an OCM. 	
8.	Group Rep for Advisory Council	
	<ul style="list-style-type: none"> • JH has agreed to be the RIG group Advisory Council rep as the Chair felt someone else should do it. • JH gave a quick presentation on what the Advisory Council has been focused on such as Pay and Conditions, Chartered Archaeologists which a lot of groups have misgivings about and group forums which is great for inter group communications. 	
9.	Priorities 2022/2023	
	<ul style="list-style-type: none"> • Business Plan – The business plan was discussed in detail and provisionally agreed on and will be re-issued with all comments removed. Discussions on the matrices the group will revise (academic and environmental) which need to be circulated and closer ties to universities, especially those running accredited courses. • The rest of this section of the agenda was deferred to the first committee meeting 	CF
10	AOB	
	<ul style="list-style-type: none"> • Setting the date for the next committee meeting which will be held between 1 and 12 November 2023, secretary to organise. 	CF