

Heritage Crime Special Interest Group

4 May 2023 at 10am
Online – Teams meeting
Minutes

Present: Alex Bliss (Secretary), Aisling Nash (Treasurer), Alison James (Ordinary Committee Member), Paul Jeffery (Chairperson)

Agenda Point		Action (Initials)
1.	Apologies JK sent her apologies.	
2.	Group leaflet AB has finished the leaflet text. AN confirmed that this is on her list to take forward but will need a template. PJ – has a number of heritage crime themed photographs and is waiting for permission to pass these on. AJ – added that we need to delete the last sentence from the leaflet text regarding the AGM as the leaflets won't be produced until after it. PJ – should have 4 to 5 bullet points in the text detailing what heritage crime is. AJ – suggested that a QR code would be useful.	AN to put together the leaflet and implement the suggestions for the text.
3.	AGM AB – noted that the corrections requested following the last meeting have been done (hyperlink, time etc.) AN – confirmed that the CifA link is now working. AJ – asked how many people have signed up. AB said that this could be found out from the Groups Coordinator.	AB to email the CifA to find out attendance stats.
4.	Committee members update AB – has contacted Peter Reavill and Annie Partridge. AN – following promotion on Facebook, someone suggested contacting Daryll Holter, the Sussex PCSO involved with heritage crime investigations. AJ – an ex-RMP soldier (Jonathan Gladwin) has contacted us regarding committee membership. AJ – checked the CifA guidelines and noted that the group requires 3 officer posts and 2-6 committee members. PJ – suggested Jonathan Berry of CADW for the committee. AN – do committee members need seconders. PJ – noted that only CifA members can be ordinary committee members. AJ – confirmed that she and JK intend to sit as ordinary committee members therefore we already have the minimum number	

	<p>required.</p> <p>AB – noted that with the addition of the proposed committee members, we have a further four people who are potential candidates.</p>	
5.	<p>Advertising and promotion</p> <p>AB – how has promotion gone?</p> <p>AN – on the Facebook Mentoring Women in Archaeology and Heritage group, there were 21 likes and several comments. On BAJR, the post generated 40 likes and 12 comments with Daryll Holter and Norfolk Archaeology Trust tagged. The post was also published on the Early Careers Facebook group and a number of general questions and enquiries have been received.</p> <p>Promotion on Twitter was also good, seen on c.7500 timelines and the ClfA promotion was also prominent.</p>	
6.	<p>Formal structure for the AGM and 3-year plan</p> <p>PJ – how does the entire process work?</p> <p>AJ – commented that ClfA management is minimal and in the background. The group sets the agenda.</p> <p>AN – noted that there is a draft agenda on the registration page. AB – can we use this? PJ – agreed that we should use this as a starting template.</p> <p>PJ – noted that the 3-year plan will need to be completed but a working group can be set up to look at this in the future. Priority for the moment is to understand how to manage voting for positions. AN – confirmed that the founding committee stays as it is, the issue is with the ordinary committee election process.</p> <p>AJ – noted that the Groups toolkit talks SIGs through the entire process. PJ will look at this and use it to draft material.</p> <p>PJ – we need to introduce ourselves with a short verbal bio.</p> <p>AJ – will we be introduced individually? PJ – Yes and then will present on the agenda. Bio should be a maximum of c.50 words, detail our membership length and reason for interest in the group.</p> <p>AJ – how we will structure the AGM?</p> <p>PJ – suggested that the structure should be in 3 parts:</p> <ul style="list-style-type: none"> • Welcomes/introductions and ‘setting the scene’ • Powerpoint presentations concerning heritage crime and current issues. • Business of the day, official material and confirm committee, introduce a 3-year plan and open the floor to a working group. <p>PJ – offered to do one Powerpoint e.g., types of heritage crime, where we are at the moment and set the scene. c.10 minutes. We also need two other Powerpoint presentations, perhaps examples of archaeologists’ experiences with heritage crime, involvement in tackling it, challenges in the discipline etc.</p> <p>AN – asked if we were going to set out what constitutes heritage crime. PJ confirmed that this will be in his introduction.</p> <p>AB – suggested opening it up to the wider memberships to get another two presentations to showcase expertise. PJ – like this idea</p>	<p>PJ to draft agenda and share with the founding committee.</p> <p>AB to contact Peter Reavill and Andy Bliss about the viability of presenting.</p> <p>AB to contact the Groups Coordinator to ask if Zoom polls can be offered during the meeting.</p>

	<p>but stressed the need to keep to time (7-10 mins max per presentation). AB – suggested asking Peter Reavill and Andy Bliss if they would like to do this. PJ agreed and stated that these talks would be useful as an endorsement as to why the SIG is important, successful case studies and the benefits of archaeological/legal liaison.</p> <p>AN – asked if we want to talk about the 3-year plan in the meeting or just introduce it, set up working group and populate it later? PJ agreed that the latter suggestion would work. Once the plan has been drafted an event could be held at which the plan will be shared, hopefully circulating beforehand to get feedback from the membership. People interested in being part of the committee that will work on it should contact the group directly. PJ agreed to liaise with AN directly on this.</p> <p>AJ – suggested that it would be good for us to announce a training event and give a date asap. AN suggested that this could be combined with the 3-year plan meeting which is relevant following a recent thread on the BAJR Facebook group about the inactivity of SIGs. PJ – agreed we need to change this perspective if possible and be active.</p> <p>PJ – suggested that we offer online CPD for a few hours within the next couple of months, perhaps asking Mark Harrison of Historic England to present a version of his training for police officers. An alternative would be Jules Fry talking about the structure of police heritage crime teams or Jonathan Berry’s archaeological work with the police. This could be organised quickly and would provide a feedback opportunity for the membership.</p> <p>AN – highlighted that our group’s name also includes cultural property so we should hold an event in the future concerning antiquity trafficking. PJ agreed and AJ added that Jonathan Gladwin’s international experience will be invaluable for this.</p> <p>AJ – suggested that at the forming AGM, we should say that we will be running a training event in the next two months and will notify membership accordingly. AJ further added that we should enquire about getting Zoom polls set up. These polls should cover two aspects and have the following options:</p> <ul style="list-style-type: none"> • When are the most convenient training times: weekdays, weekends, evenings or any time/no preference. • What do people want from training? E.g., training, guidance, networking, skills and competency matrix, lunch and learn/tea break chats, newsletter, other (insert option) 	
<p>7.</p>	<p>AOB</p> <p>AN – noted that we need to make it clear in all meetings and promotion that we are not the correct people to report heritage crime to. All officers agreed.</p> <p>AN – suggested that at some point in the future, heritage crime should form part of a ClfA conference. All officers agreed that this would be valuable.</p> <p>AN & AJ – noted that another social media push is necessary and that we should discuss a social media policy at some point as well as working to manage the Twitter account better.</p>	
<p>8.</p>	<p>Date of next committee meeting and future events</p> <p>Next meeting will be the AGM on the 15 May 2023</p>	