

**Heritage Crime Special Interest Group**

18 April at 2pm  
Online – Teams meeting

**Minutes**

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

<b>Agenda Point</b>		<b>Action (Initials)</b>
<b>1.</b>	<b>Apologies</b> No apologies	
<b>2.</b>	<b>Group flyer</b> JK thanked AB for writing the flyer text and requested it be circulated to other members for approval before being sent to CifA for incorporation into their template	<b>AB:</b> email text to other committee members for comment
<b>3.</b>	<b>Conference promotion, flyers and AGM</b>  A discussion was held on the AGM: <ul style="list-style-type: none"> <li>• Details on the AGM are incomplete on the CifA website. CifA should be contacted with regards to updating the website and clarify that the AGM is still going ahead.</li> <li>• One component of the AGM is the presentations on current heritage crime issues, recent success stories etc.</li> <li>• Possibility of creating a contingency plan in case the AGM doesn't go ahead.</li> <li>• Appears to be issues with registering on the website.</li> </ul>	<p><b>AJ:</b> talk to the CifA Groups Coordinator at the CifA conference.  <b>AJ:</b> liaise with officers next week (w/b 24<sup>th</sup> April 2023).  <b>AB:</b> email potential committee members with the AGM link.  <b>AB:</b> email the Groups Coordinator and confirm that the website text can be made public but can the 'event's tab be hyperlinked to allow for booking and adjust time on the registration page to correct time.</p> <p>All members – circulate link to the AGM.</p>

	AN – banner and leaflets haven't been produced yet due to workload.	
<b>4.</b>	<p><b>Social media/outreach and promotion</b></p> <p>AJ – ClfA has set up a Twitter account for the group. Once confirmation is received for the AGM, a link can be sent out via this account. AN checked and confirmed that this is live, and we have the password.</p> <p>AJ – highlighted the need to change the Twitter logo. PJ offered to provide suitable images together with Mark Harrison (HE)</p> <p>AN – asked if MH intended to join. PJ stated his role may be a specialist advisor.</p> <p>AN – asked if flyers should be designed for upcoming events to plan ahead. PJ confirmed that this would be good. One event would be the Police Association of Crime Commissioners meeting at Historic England properties in London and would provide a good chance for promotion.</p> <p>AN - agreed with this and will contact Alex at ClfA regarding printing.</p>	<b>AN:</b> email ClfA regarding printing budget.
<b>5.</b>	<p><b>AOB</b></p> <p>No AOB.</p>	
<b>6.</b>	<p><b>Date of next committee meeting and future events</b></p> <p>AN – suggested holding a meeting prior to the AGM.</p> <p>All officers agreed that the next meeting should take place on the 4<sup>th</sup> May at 10am.</p> <p>Agenda for the meeting will be set following AJ's liaising with ClfA.</p> <p>AJ &amp; AN – confirmed will need Onedrive links and to utilise the group gmail account.</p>	<p><b>AJ:</b> to ask the Groups Coordinator to set up the OneDrive link.</p> <p><b>AB:</b> to schedule next meeting and sent invites.</p>