COMMUNITY ARCHAEOLOGY GROUP COMMITTEE MEETING

Tuesday 10 March 2026, 15:00 – 16:10
Online
Minutes

Present: Jessica Lowther - JL (Chair), Laura Miucci - LM (Secretary), Emily Johnston – EJ (Newsletter), Rebecca Dolan – RD, Perry Gardner – PG, Richard McConnell – RM, Cara Burton – CB - (CIfA)

	Agenda Point	Action (Initials)
1.	**<u>Apologies</u>** Sarah-Jane Farr – SJF, Frank Giecco – FG, Mike Nevell – MN	**ALL**
2.	**Updates since last meeting** - No large updates, except email went out today about the CIfA Conference and engagement pop-up. Working with Doug on some outreach activities.	**ALL**
3.	**Commercial archaeology Units:** in part as CICs; governance & ethics • GDPR and AI - use of in comms? • Emily presenting at the Festival on community connections (as part of MOLA)	**ALL**
4.	**Outreach & public engagement** Outreach activities at CIfA Festival • Our contribution to the CIfA Festival. CIfA Public Benefits Showcase: Jessica to attend, Emily to support (prep only)	**CB, ALL**
5.	**Outreach & public engagement** Knowing your patch (to revisit in the next Committee meeting) • connections between commercial units and community groups/organisations • need to be better at building community connections • commercial units hosting "Finds" days for example • developing links between groups. How, what and where to pursue • what about wider connections, ie English Heritage, Historic England etc? • community consultations for proposed work: in the brief, noting local groups that must be included/considered in the Project Outline WSI • important to research area/resources/local community groups before starting (often difficult as often the budget for this is not there) • procedural document or phrases to help engage communities • importance of having some budget in project for 'community engagement' (in terms of time as well as finance) • directory somewhere online for each area, with the list of heritage bodies/groups?	**PG, ALL**
6.	**Future tea break session topics** To revisit in the next Committee meeting) • May or June 2026 for session 1 - managing your Message • representing yourself and/or community archaeology in the media • advertise the session next month Session 2 ideas • survival guide: community excavations (for volunteers and organisers) • Code of conducts, briefings, do's and don'ts	**ALL**

	• short case studies Develop a general procedural document that members could use to follow?	
7.	**AOB Section** Newsletter containing a 'member news' spotlight section, could change to include talking points or a call to action Dates: • Winter issue (early Feb) • Spring issue (end of April - post-conference) • Summer issue (late July) • Autumn issue (late October - post-AGM) Jess happy to create the meeting link for committee meetings as she has a free Teams account at work so times aren't limited to only 1 hour.	EJ
8.	**Date of next committee meeting** Early May. Please try to send points for the Agenda at least **1 week** in advance.	LM/JL