

CHARTERED INSTITUTE FOR ARCHAEOLOGISTS

BUILDINGS ARCHAEOLOGY GROUP (BAG)

Thursday 20 April 2017, 1:30pm  
Rm 1.49, Armstrong Building, Newcastle University

AGM Minutes

**Present:** Charlotte Adcock (Newsletter, **CA**), Lianne Birney (CIfA HQ, **LB**), Ed James (**EJ**), Nigel Neil (Secretary designate, **NN**), Mike Nevell (outgoing Chair, **MN**), Gillian Scott (**GS**)

1.	<p><b>Apologies</b> Frank Green, Bob Hill, Esther Robinson Wild</p>	<b>Action</b>
2.	<p><b>Minutes of last AGM</b> No minutes of the 2016 AGM were available. MN said that he would pass notes to NN so that rough minutes could be uploaded onto the CIfA website.</p>	<b>MN, NN</b>
3.	<p><b>Matters Arising</b> None.</p>	
4.	<p><b>Chair's welcome and opening remarks</b> MN opened the meeting. He summarised the Group's activities during the past year.</p> <ol style="list-style-type: none"> <li>1. A CPD'd walking tour of historic Southampton, which had highlighted the problems of historic building conservation in a stretched financial climate.</li> <li>2. One BAG Newsletter had been circulated.</li> <li>3. The Group had made recommendations concerning how CIfA should go about revising the <i>Standards and Guidance for the archaeological investigation and recording of standing buildings or structures</i> (re-published 2014, but last revised early 2000s), and had submitted suggested revisions for Historic England's guidance on <i>Historic Area Assessments</i>.</li> <li>4. MN noted that the committee continue to receive e-mail correspondence regarding local plan matters and some major planning applications, to which the committee were not really sufficiently well-resourced to respond. It was stated that, where appropriate, the committee would try to circulate information to the general membership of BAG (c. 960 CIfA members considered themselves to be members of the group, plus there were 10 non-CIfA members).</li> </ol>	
5.	<p><b>Secretary's Report</b> There was no Secretary's report. MN had covered all relevant matters.</p>	

6.	<p><b>Treasurer's Report</b> No report was available. NN to follow up with Tim Murphy.</p> <p>LB confirmed that no budget request form from the group had been completed for 2016-17 but that, since we have new committee members, the upper limit would be raised from £400 to £800. 2016-17 expenditure was understood (subject to confirmation) to be £544.</p>	NN, TM
7.	<p><b>Elections to committee</b> The BAG is allowed four (4) officers and six (6) ordinary committee members.</p> <p>MN advised the meeting that he (as Chair) and Ed James, Frank Green, and Bob Hill (Ordinary Members) had all reached the end of their 6-year terms of office. He thanked all the retiring members for their contributions, especially Frank Green, who had been an active member of it since 1994. Tim Murphy (Treasurer) has served 3 years but had indicated that he was willing to be re-elected.</p> <p><b>Officers:</b> The meeting elected NN (previously co-opted) as BAG Secretary, and Tim Murphy as Treasurer, but left the position of Chair vacant pending the next BAG Committee meeting. It was agreed that Tim should be invited to be Chairman, if an eligible replacement as Treasurer could be found from within the Committee, or by advertisement.</p> <p><b>Ordinary Members:</b> Previously co-opted members Charlotte Adcock, Esther Robinson Wild and Gillian Scott were elected as Ordinary Members of the committee. A nomination form from Norma Oldfield had recently been received, and she too was elected as an Ordinary Member.</p> <p>There are therefore two (2) current vacancies for Ordinary Members on the committee.</p>	ALL
8.	<p><b>AOB</b> A number of visits / events were under consideration for 2017-18. It was agreed that as much notice would be given as possible. A visit in the North West of England, possibly in Autumn 2017, such as Ordsall Hall (Salford) or the Merchant's House in Stockport was being negotiated.</p>	All
	<p><b>The meeting closed at 1.55pm</b></p>	