



11th Annual General Meeting

24th January 2024 at 13.30

Venue: **De Morgan House, 57-58 Russell Square, London WC1B 4HS**
and online via Zoom

Draft Minutes

Members attending:

By Member Institution (and voting representative):

British Library	Lucia Noor Melita (LNM)
British Museum	Rebecca Stacey (RS) (online)
Historic Environment Scotland	Lisa Brown (LB) (online)
Historic Royal Palaces	Constantina Vlachou (CV)
National Galleries of Scotland	Ailsa Roberts (AR) (online)
National Museums Scotland	Lore Troalen (LT) (online)
Tate	Bronwyn Ormsby (BOR) (online)
National Trust	Rebecca Hellen (RH) (online)
The National Archives	Marc Vermeulen (MV)
UCL	Josep Grau-Bove (JGB)
University of Cambridge Museums	Ayesha Fuentes (AF)
University of Oxford	Daniel Bone (DB) (online)
University of Reading	Peter Bray (PB)

Trustees attending:

Nigel Llewellyn **(NL)** (Chair)
Nancy Bell **(NB)**
Adam Gibson **(AG)**
Jen Heathcote **(JH)**
Freya Horsfield **(FH)** (online)

Apologies:

Cardiff University
Durham University
English Heritage

Historic England
Icon, the Institute of Conservation
Science Museum Group
Wellcome Collection
West Dean College

Trustee apologies:

Alex Ball **(AB)**
Sara Crofts **(SC)**
Boris Pretzel **(BP)**

In attendance:

Caroline Peach (Preservation Matters Ltd) taking minutes.
Chris Gaffney **(CG)** (Chair elect)

1. Welcome from the Chair

The meeting started at 13.30.

The Chair (NL) welcomed everyone to the meeting, in-person and online. He reminded attendees that only the nominated representative of each member organisation is eligible to vote.

2. Report on NHSF's activities in 2022-23

The Chair (NL) referred attendees to the published Trustees' Annual Report which gives an account of activities from 1st April 2022 to 31st March 2023.

He highlighted achievements within this period which include support for the development of a distributed infrastructure for heritage science in the UK (RICHeS – Research Infrastructure for Heritage Science in the UK), a series of research seminars in partnership with member, Icon and the publication of resources to show how heritage science maps to primary school criteria to support greater use of heritage science in school-age learning activities.

There were no questions.

3. Minutes of 10th AGM held on 25th January 2023 and matters arising.

The minutes of the 10th AGM held on 25th January 2023 had been circulated in advance. There were no questions or matters arising. It was **AGREED** that the minutes should be signed by NL as a correct record.

4. Ordinary resolution 1: To receive the trustees' annual report for the year ending 31st March 2023

NL introduced the Trustees' Annual Report for the year ending 31st March 2023. There were no questions. The resolution to receive the Trustees' Annual Report for the year ending 31st March 2023 was proposed by RH and seconded by MV.

All votes were in favour and the resolution was **APPROVED**.

5. Ordinary resolution 2: To receive the statement of annual accounts for the year ending 31st March 2023

NL introduced the Annual Accounts for the year ending 31st March 2023. There were no questions. The resolution to receive the Annual Accounts for the year ending 31st March 2023 was proposed by PB and seconded by LNM.

All votes were in favour and the resolution was **APPROVED**.

6. **Ordinary resolution 3:** To appoint the following person as a trustee of the charity
- Professor Chris Gaffney (for a three-year term as Chair)

NL reported that trustees had led an open recruitment process over the summer to find a new Chair for NHSF. Trustees recommend the appointment of Prof Chris Gaffney as a trustee and Chair of the Forum. There were no questions.

The resolution to appoint Prof Chris Gaffney as a trustee and Chair of the Forum was proposed by JGB and seconded by MV.

All votes were in favour and the resolution was **APPROVED**.

7. **Any other business**

NL welcomed Prof Gaffney as the new Chair and invited him to speak. CG spoke of the value of the Forum as a mechanism for bringing organisations together in the field of heritage science.

NL was thanked for his role as Chair over the past four years.

NL thanked CP for her support to him as Chair and the wider Forum.

There being no further business, the meeting closed at 14.01.