



# Annual General Meeting

G12 Council Room, University College London  
16 December 2015

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## Draft Minutes

### Attending

Nancy Bell (**NB**), Head of Collection Care, The National Archives (Co-Chair)  
Gillian Boal (**GB**), Conservation and Collections Care Manager, The Wellcome Library  
Dr Spike Bucklow (**SB**), Senior Research Scientist, University of Cambridge Museums  
Dr Anna Buelow (**AB**), Acting Head of Conservation and Scientific Research, British Museum  
Deborah Cane (**DC**), Collections Care Manager, Birmingham Museums Trust  
Gill Campbell (**GC**), Head of Environmental Studies, Historic England  
Professor May Cassar (**MC**), Director Institute of Sustainable Heritage, UCL  
Dr Mary Davis (**MD**), Principal Analytical Services Officer, National Museum Wales  
David Howell (**DH**), Head of Heritage Science, Bodleian Library, Oxford University  
Dr Ewan Hyslop (**EH**), Head of Technical Research and Science, Historic Environment Scotland  
Dr Edward Impey (**EI**), Director, Royal Armouries  
John Jackson (**JJ**), Science Policy Adviser, Natural History Museum  
Dr Pip Laurenson (**PL**), Head of Collection Care Research, Tate  
Katy Lithgow (**KL**), Head Conservator, National Trust  
Alastair McCapra (**AM**), Chair designate  
Alison Richmond (**AR**), Chief Executive, ICON  
Dr Constantina Vlachou (**CV**), Senior Conservation Scientist, Historic Royal Palaces  
Amber Xavier-Rowe (**AXR**), Head of Collections Conservation, English Heritage Trust

### Apologies

Dr Christina Duffy (**CD**), Conservation Imaging Scientist, The British Library  
Jacqueline Ridge (**JR**), Keeper of Conservation, National Galleries Scotland  
Professor David Watkinson (**DW**), Professor (Conservation), Cardiff University

### In attendance

Caroline Peach (**CP**), Consultant Development Director, National Heritage Science Forum

#### 1. **Welcome**

The meeting started at 16.30.

Nancy Bell welcomed members to the meeting in her role as Chair.

**2. Minutes of 11 November 2014 meeting and matters arising**

The minutes of the previous AGM on 11 November 2014 had been circulated in advance. The minutes were proposed as a correct record by MC, seconded by NB and unanimously agreed by all members present.

There were no matters arising.

**3. Ordinary resolution 1: To receive the trustees' annual report and annual accounts**

The resolution to receive the trustees' annual report and annual accounts was proposed by CV, seconded by GC and unanimously agreed.

**4. Ordinary resolution 2: To appoint or reappoint trustees of the charity**

In accordance with NHSF's Constitution one third of trustees retire at the AGM.

The following trustees stood for appointment or reappointment:

Gillian Boal (**GB**), Conservation and Collections Care Manager, The Wellcome Library

Dr Spike Bucklow (**SB**), Senior Research Scientist, University of Cambridge Museums

Deborah Cane (**DC**), Collections Care Manager, Birmingham Museums Trust

Dr Mary Davis (**MD**), Principal Analytical Services Officer, National Museum Wales

Dr Christina Duffy (**CD**), Conservation Imaging Scientist, The British Library

Dr Edward Impey (**EI**), Director, Royal Armouries

Katy Lithgow (**KL**), Head Conservator, National Trust

Alastair McCapra (**AM**), Chair designate

Professor David Watkinson (**DW**), Professor (Conservation), Cardiff University

Amber Xavier-Rowe (**AXR**), Head of Collections Conservation, English Heritage Trust

The resolution to appoint or reappoint the individuals named above as trustees of the charity was proposed by MC, seconded by EH and unanimously agreed by the members.

**5. Ordinary resolution 3: To appoint Alastair McCapra as Chair of the charity**

The resolution to appoint Alastair McCapra as Chair of the charity was proposed by NB, seconded by CV and unanimously agreed by the members.

**6. Any other business**

There was no other business.

The AGM closed at 16.37.