



1.	Present: William Martinson (WM), Elwyn Harlech-Jones (EHJ), Yasmin Mayat (YM), Jonathan Stone (JS) Ex-Officio: Gavin McLachlan (GM), Richard Hill (RH) Secretary: Grace Martinson (GVM).	Action
2.	Apologies: Dorelle Sapere (DS), David Gibbs (DG).	
3.	Opening and welcome	
4.	Appointment of Chairperson WM as Chairperson proposed by EHJ, seconded by JS. JS as Vice Chairperson proposed by EHJ, seconded by YM.	
5.	Approval of the minutes of the previous meetings: - 27th July 2023 - 31st August 2023 Both minutes proposed by GM and seconded by JS	
6.	Matters arising from the minutes of the previous meeting – Noted as per portfolios on the agenda.	
7.	Professionalisation (EHJ/GM/RH) <ul style="list-style-type: none">RH presented the letter from Dr Sithole (EAPASA) in which he stated that feedback from SAHRA was awaited as SAHRA is the main stakeholder. SAHRA considers that allowing EAPASA - a statutory registration body - to register Heritage Practitioners may present legal challenges for them as they still need to finalise the regulations. SAHRA are aware that professional membership of the Heritage Practitioners with EAPASA would still be voluntary but there may be unintended consequences that may cause discomfort between SAHRA and the sector, for example, people may prefer to register with EAPASA instead of ASAPA, and since EAPASA is a statutory body some people may not distinguish between the statutory and voluntary aspect.	



	<ul style="list-style-type: none"> ● RH noted that APHP has driven this process since 2011 and was a key stakeholder. SAHRA is now controlling the process as they want to provide a legal basis through promulgating regulations under the Act that will call for statutory and compulsory registration of practitioners. ● RH notes that professionals would register with EAPASA if aligned as Heritage Practitioners and ASAPA if an Archaeologist, thus there would be no confusion as they are separate. ● RH notes that it may be strategic to support the professionalisation process through SAHRA. SAHRA would have to appoint a registration body/authority in the same way that the Department of Environmental Affairs appointed EAPASA. ● RH suggests a conciliatory approach. He proposed a zoom meeting with Dr Sithole and EAPASA's registration manager to clear up misunderstandings that exist and provide insight into the issues raised in the letter and around SAHRA's role. ● EHJ suggests a written response to Dr Sithole's letter would also be appropriate. ● GM suggests that contact with SAHRA would be appropriate, specifically with Natasha Higgitt. Information regarding the professionalisation process can be shared with SAHRA. ● ExCo does not support a dual option i.e. voluntary and non-statutory registration of Professional Heritage Practitioners with EAPASA and statutory registration with SAHRA. 	<p>RH to draft written response to Dr. Sithole</p>
<p>8.</p>	<p>Transformation - DS</p> <ul style="list-style-type: none"> ● DS apology received. 	
<p>9.</p>	<p>Finances - WM</p> <ul style="list-style-type: none"> ● WM presented the Trial Balance (see below) ● There remains a deposit of R1017 with no reference that is still unallocated to a PHP member. ● WM notes that although he is now the Chairperson, he was willing to continue to do the authorising of bank payments, however the payments will first be formalised with a Payment Requisition document that will be signed by JS as Vice Chair. 	



- The Annual Financial Statement for 2023 needs to be signed by ExCo, the process of circulation will be set in motion digitally.

Trial Balance

APHP

As at 21 September 2023

ACCOUNT CODE	ACCOUNT	ACCOUNT TYPE	DEBIT - YEAR TO DATE	CREDIT - YEAR TO DATE	31 MAR 2023
	APHP Standard Bank 73573779	Bank	75,708.58		45,342.45
610	Accounts Receivable	Current Asset	15,524.00		(1,358.00)
800	Accounts Payable	Current Liability		-	(2,396.50)
850	Suspense	Current Liability		1,017.00	-
880	Revenue_Received in Advance	Current Liability		1,017.00	(1,017.00)
960	Retained Earnings	Equity		40,570.95	(56,296.72)
200	Revenue_Member_Professional	Revenue		80,427.75	(76,535.00)
220	Revenue_Member_Candidate	Revenue		12,480.00	(12,112.50)
230	Revenue_Member_Associate	Revenue		2,880.00	(2,520.00)
250	Revenue_Application	Revenue		1,200.00	(1,400.00)
270	Interest Income	Revenue		120.08	(262.00)
404	Bank Fees	Expense	126.90		26.50
412	Consulting & Accounting	Expense	3,197.00		2,990.00
413	Consulting - Professionalisation	Expense	16,200.00		47,835.00
453	Website Expense	Expense	660.00		660.00
477	Secretary_Admin & Bookkeeping	Expense	25,026.30		54,452.77
489	Telephone & Internet & Zoom	Expense	3,270.00		2,591.00
Total			139,712.78	139,712.78	-

10.

Membership - JS

- JS noted there have not been applications, only queries.
- JS noted that the Membership Committee is functioning well and their skills and insights are appreciated.



	<ul style="list-style-type: none">• JS suggests that our membership numbers should be included in future ExCo meetings.	GVM membership numbers
11.	Liaising with Heritage Authorities and Related Bodies – DG <ul style="list-style-type: none">• DG apology provided.	
12.	Event for 2023 - Virtual Symposium, 25th October 2023 - GM, EHJ <ul style="list-style-type: none">• Symposium to proceed on 25 October 2023. Members can attend free of charge.• Speakers will send through PowerPoint presentations ahead of the symposium in case there are internet/technical difficulties.• Invitations to be sent out before the end of September.	GM to advise speakers to send PP GM+GVB
13.	Any other business	
	<ul style="list-style-type: none">• WM at the previous ExCo meeting noted that regarding the categories on the APHP website there was no ability to sort by profession (e.g. archaeologist or architect or historian). He had contacted Nicholas Wiltshire suggesting that instead of the column stating PHP, it should rather state the person's profession.• ExCo noted that columns for profession, area of expertise and other professional registration may be useful.<ul style="list-style-type: none">○ The POPI Act needs to be complied with - GVM to do. An email combining both issues into one email to all members, stating the decision to add the extra column and under the terms and requirements of POPI Act, give tacit blessing, if members had not responded to by particular date.	GVM
14.	Date of next meeting: Thursday 26 October 2023 @ 16h00.	
	Closure The meeting closed at 17:27	