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MINUTES OF THE IHBC WALES BRANCH MEETING AT 4 PM ON THE 23rd SEPTEMBER 2009 HELD AT THE PARK HOTEL, CARDIFF.

In Attendance: Nathan Blanchard, Gary Cooper, Richard Spencer Dean, John Edwards (joined after item 2) and Lowri Thomas.

1. Apologies

1.1 Apologies were received from Ron Douglass, Dave Jump, Glyn Jones, Neil Maylan and Dewi Williams

2. Minutes of the IHBC Wales Branch Meeting held on the 23rd July 2009 at two locations using video conferencing between Bangor and Cardiff.

2.1 The minutes of the last meeting were agreed as a true record of the meeting (Proposed RSD, Seconded NB).

3. Matters arising from the above meeting

3.1 RSD referred to the perceived difficulty presently in forward planning conferences in avoiding overlap, given the recent occurrence with the IHBC conference the following day in Cardiff with a Regeneration Skills Collective event also on that day. With Local Authority budgets going to be ever further stretched it was going to be important to avoid such circumstances in maximising the little CPD time and budget available.

3.2 GC felt that the current Combined Calendar in Wales, which IHBC Wales contributes to, but organised by ICE needed to be developed further from a paper to a more proactive online service, which would be readily updatable and easily amended to reflect changes. LT commented that at present the planning of events over a year ahead to place them in the Calendar was not feasible.

4. IHBC Corporate and Business Plan 2010 -2015

4.1 NB asked members to be aware of this important activity and hoped they would contribute via the web to the process. As many members as possible are encouraged to take part. A background paper and a short online questionnaire can be completed on line at <http://www.ihbconline.co.uk/limesurvey/index.php?sid=52778&newtest=Y&lang=en>

4.2 NB added that the Branch's own Business Plan was currently being reviewed ready for consideration at the December AGM. Details of the current version can be found at

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<http://www.ihbc.org.uk/WalesRW> .Any contributions would be welcome to Nathan at ihbcwales@hotmail.org.uk.

4.3 RSD felt that in this context that the IHBC should be promoting its presence at high profile events and conferences through utilising Branch finances to support Branch Committee members attending events on behalf of IHBC Wales. It was noted that provision had been made with the current Business Plan for this but that it had never been used as yet. NB felt it was important to ensure that a proper process was in place and approval sought for events held in a Branch Committee members local to ensure travel costs were minimised and that only claims for over a certain distance should be entertained.

5. Cardiff Council Meeting September 2009

5.1 NB reported IHBC Council had been held that afternoon for the 1st time in Wales, following other peripatetic meetings held outside of London in September for the last two years in Belfast last year and Edinburgh the year before.

5.2 RSD and JE mentioned they had been heavily involved in organising the IHBC event to be hosted at Cardiff Castle that night for both Council members and other dignitaries including the Lord Mayor and Heritage Minister amongst others. A series of tours around the Castle were being hosted by JE prior to the evening to be held in the Banqueting Hall.

5.3 RSD informed the meeting that the following day an IHBC Wales conference was being held in the Hotel on Regeneration and the Historic Environment, being attended by approximately 80 people, with the Minister for Heritage, Alun Ffred Jones being the key note speaker.

5.4 NB reported that at the Council meeting the IHBC President had written to Trefor Thrope and congratulated him on his recent promotion to Chief Architect at Cadw. It was good to see at last that an IHBC member was a member of the Senior Management Team at Cadw.

6. Llandudno IHBC Annual School June 2011

6.1 A discussion took place concerning the IHBC Annual School proposed to be held in Llandudno in 2011. With Cardiff in previous years and this year's conference held there an alternative venue was being sought to showcase activity of the Branch and practitioners in Wales. With transport considerations of getting members from across the UK easily to a venue it was felt only Swansea offered an alternative but it was not known whether members from that area would be willing to lead and coordinate such a large event.

6.2 NB reported that this year's event in Buxton attracted in excess of 220 for the Day School alone. This made it all the more important that a decision was made by the end of the year to confirm

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or otherwise the Branch's intention to deliver the 2011 Summer School in Llandudno. With a relatively small Branch it would be vital that the available volunteer resource in North Wales be contacted as to whether they could get involved before any final decision was made.

6.3 NB offered to undertake liaison with potential key volunteers. In time potential stakeholders such as Cadw and potential sponsors would need to be sought.

7. Increasing Wales Branch membership

7.1 NB commented that at today's Council meeting the Branch's 99th member was elected. This contributed to the 2,000th member of the IHBC being elected marking an important milestone in the development of the Institute. The Branch now consists of 1 Associate member, 29 Affiliates and 69 Members, although this still means we are the fourth smallest Branch only ahead of the Overseas, Northern Ireland and Northern Branches.

7.2 NB mentioned that the notion of a President's letter to encourage potential members who should be eligible was still available. Suggested recipient's to be forwarded to Trefor Thorpe in the first instance.

8. Current Consultations

8.1 GC reported that two consultations were currently being promoted by WAG, the TAN 6 on rural communities and the Conservation principles. It was particularly important that members contributed to the response and GC was coordinating this on behalf of the Branch and liaising with the National Consultations Coordinator for an IHBC rather than just Branch submission. The deadline for each was rapidly approaching and so comments would be needed in the near future to Gary at garyc@ceredigion.gov.uk.

9. IHBC Wales Branch Officer's Reports

9.1 RD reported via a written note, that besides a £100 liability for a Bursary place, the Branch's financial position was as follows;

| | |
|-----------------|-----------|
| Current Account | £1,288.70 |
| Reserve Account | £501.16 |
| Bonus Account | £1,010.98 |

9.2 No other reports were provided.

10. Welsh Branch IHBC website

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10.1 LT reported that the recent Branch CPD events had been well attended throughout the Summer, with the visit to Skomer being a particular highlight. The final summer event was to be held on the 9th October at Llaneli House with 10 attending, which was the maximum allowed by the owners. RSD congratulated LT on her organisation and patience in establishing the summer CPD sessions. It was hoped this would continue next year despite her new employment role as so many had enjoyed the events.

11. Any Other Business

11.1 Nothing further was added.

12. Date and time of the next meeting

12.1 The next IHBC Wales Branch Meeting will be notified to members as soon as the date for the next Built Heritage Forum in Builth Wells, usually held in early December, is confirmed.

SUMMARY OF ACTION POINTS FROM 23rd SEPTEMBER MEETING

| Action | By When | By Who |
|---|---------------|------------------|
| To contribute to the Corporate Business Plan process | End November | All Members |
| To contribute to the Branch Business Plan process | End November | All Members |
| Contact potential volunteers to organise the Annual School | Ongoing | NB |
| Potential President's letter recipients forwarded to Trefor | Ongoing | Branch Committee |
| Contributions to WAG consultations to Gary Cooper | Early October | All Members |