

INSTITUTE OF HISTORIC BUILDING CONSERVATION WALES BRANCH

Minutes of the IHBC Wales Branch meeting held on the 14th September 2004 at Vaynol Hall, Vaynol Estate, Bangor, Gwynedd

Present: Katie Lench
Nathan Blanchard
Ron Douglass
Gwilym Jones
Dave Jump

1. APOLOGIES

Sean Wood, Dewi Williams and Dewi Parry

2. MINUTES OF THE IHBC WALES BRANCH MEETING HELD ON THE 13TH JULY 2004 AT VAYNOL HALL

2.1 The minutes were read and agreed as being a true record of the meeting (Proposed: NB; seconded RD; agreed *nem con*).

3. MATTERS ARISING

3.1 NB raised the matter of the appointment of a Director for the IHBC and said that a new IHBC Director had been selected . DJ confirmed that the IHBCWales Branch should now get behind the new Director to give our support.

3.2 NB also raised the matter of the review of the Legislative Historic Protection by DCMS and confirmed that they had decided that there would not be any **root** and branch change to the existing system.

3.3 RD raised the matter that we need to be preparing the audited accounts ready for the forthcoming IHBC Wales Branch AGM. DJ confirmed that he had received an e-mail from CADW setting the date for the next BHF at Builth Wells which will be the 3rd December 2004. Following tradition the AGM IHBC Wales Branch is to be programmed to follow the meeting. DJ confirmed that as a reminder to all IHBC Wales Branch members these minutes shall be e-mailed and posted together with note to ask members to push colleagues to join the Institute. Application forms are on the Website.

4. IHBC WALES BRANCH PROPOSED CHANGES FOR DEALING WITH MEMBERSHIP APPLICATIONS (T.THORPE)

4.1 DJ confirmed that he had received an e-mail from Trefor Thorpe on the matter and went on to read what Trefor had said;

"Thanks for endorsing my 'new role' as Branch Membership Secretary. Before we go too much further though I thought I would set out how I would like to play it from now on".

MEMBERSHIP APPLICATIONS

1. On receipt of new applications I'll immediately check that all the paperwork is in order, the correct fee is included and, if an e-mail address

is included, I'll send out a 'confirmation of receipt of application' e-mail; otherwise a simple pro-forma receipt note by post. This will give an indication of how long the process will take and when they are likely to hear the result of their application.

2. If it's an application for Student Concessionary Affiliate membership I'll pass it on straight away to HQ. (We need these people and they are not contentious).
3. All other applications I will notify you all of ASAP, although I won't be able to send out copies of each application form of course. I'll ask that if you know* of that person, to let me know if you consider them acceptable for whatever status of membership they are applying for. I'll give a deadline for responses*, so that no response by the deadline will be taken as no comment - although an earlier response, even if 'no comment', will speed things up for the applicant.
4. In cases where applications are received from prospective members who aren't N.Wales residents, I'll also seek comments from representative existing full IHBC members in the area concerned; or the S.Wales Group in S.Wales for example.
5. Should problem cases arise I will report the case to the Branch Committee for determination.
6. Once I've received comments, or the deadline is reached, or a Branch decision is reached in the case of (5) above I'll write up the Branch Comments on the form and send everything off to HQ.

(* all comments received will be treated 'in confidence' and will not be copied, disclosed or attributed in the official Branch response that I will prepare).

If anyone has any comment to make on this draft practice note I'd be grateful to receive them. Perhaps Dave could put the note on the agenda for ratification at the next Branch meeting - hopefully by then a consensus will have arrived at and a final (tidy!) version can be agreed. In the meantime I'll work according to this draft, if that's OK with everyone?!

DJ asked those present if they were happy with Trefor's draft proposals. All present confirmed they were happy.

- 4.2 DJ reported that he had spoken with Dewi Parry and had received an e-mail which was read;

Further to our earlier telephone conversation, I confirm that I have decided to discontinue my membership of the IHBC. This is partly due to the fact that the subs have gone up to £80 but more significantly, my recent request for full membership was refused. Regards, Dewi.

This was discussed before suggesting by all present that we ask Trefor Thorpe to contact Dewi to see if he would change his mind. Important to retain members. We also thought that it would be useful to Dewi if he knew what he needed to do to be able to move from Affiliate member to Full member.

5. THE PROPOSED IHBC WALES BRANCH DRAFT LEAFLET

- 5.1 It was agreed that following the last meeting SW would send Trefor Thorpe and Central Office an electronic copy of the draft?

DJ confirmed that he had provided Trefor with a paper copy and he had received an e-mail from Trefor Thorpe confirming that he had gone through the draft and has a number of concerns/comments with respect to the text. Trefor Thorpe could edit an electronic version if he had one!

Action: SW to carry out the agreed ASAP.

6. IHBC WALES BRANCH PROPOSED CONFERENCE

- 6.1 NB reported that he had talked to colleagues in RICS and RSAW about a combined conference with IHBC and would continue that dialogue. DJ reported that it was agreed that following the last meeting SW had suggested that we tag the proposed conference on to one already planned by Vaynol Cyf and he would ask Katie to look into it. No action reported.

DJ reported that if Dewi Parry does formally resign then the Networking/Publicity/Events Officer position on the Branch Committee would become vacant.

7. IHBC WALES BRANCH OFFICES REPORTS

- 7.1 RD Treasurer IHBC Wales Branch reported that he proposed to defer changing banks for the time being.

RD also reported that we need to consider carrying out the auditing of the accounts and wondered if we need to approach an auditor. This was discussed and it was suggested that RD should check up with Neil Sumner what was standard practice prior to the AGM.

The Wales Branch Accounts were discussed and it was agreed that we need to propose the following budget items for next year:

Proposed IHBC Wales Branch Leaflet	£2000.00
Proposed IHBC Wales Branch Travel	£750.00
Proposed IHBC Wales Branch Conference	£1,000.00
Proposed IHBC Wales Branch AGM expenses	£150.00
Proposed IHBC Wales Branch Admin stationery	£150.00

Proposed 2005 Branch Budget Bid Total £4,050.00

- 7.2 NB (Wales Branch Representative) reported on the issue raised nationally regarding IHBC Consultation. The proposed new IHBC consultations procedure has been forwarded (please see email of the 16th) The principal thrust is the Branches take a lead with additional national policy fed into the process plus in particular circumstances the consultation would be returned by the national IHBC consultations secretary.

It had been reported that one view coming out of Government Departments was that there appeared to be sufficient community groups, other organisations (not the private sector) and funding to address the issue of buildings at risk.

- 7.3 Gwilym Jones (Vice Chair) reported that the draft TAN on Renewable Energy had been issued for formal observations and comments. GJ wondered if the IHBC had been consulted and were preparing to respond?

The issue was discussed in brief by the meeting and DJ said that he had recently heard on the radio of a large amount of government grant funding that had been committed to a partnership involving Bangor University and other organisations to research the subject matter further. Investigation into solar energy was high on their agenda. How this impacts on the conservation of historic buildings will only become clear in time.

8. ANY OTHER BUSINESS

None.

9. DATE OF NEXT MEETING

Friday 3rd December 2004 at the International Pavilion, Royal Welsh Showground, Builth Wells

(Meeting will commence following the BHF at approximately 16.00hrs).

Meeting closed at 8.20pm.