



**Minutes of Branch Committee Meeting:
Tuesday 18th May 2010
The Fox & Crown, Appleton Gate, Newark**

Present: Fiona Newton, Liz Mayle, Chris McKinney, Robert Walker, Stephen Bradwell, Rose Thompson, Roy Lewis, Jane Roylance, Jenny Timothy & Rachel Booth

Guest: Séan O'Reilly, Director of the IHBC

Apologies: David Boyson & Jason Mordan

1. Minutes of the Last Meeting & Matters Arising

The Minutes were approved as a correct record.

It was reported that the final accounts from the IHBC Buxton Annual School had been circulated to the Organising Committee and that Rose had booked 2 'early-bird' places at the forthcoming annual school in London.

Jane noted that she had referred the issue of a proposed pamphlet on plaster floors to the IHBC Technical Panel. Séan noted that the IHBC may be able to contribute to the costs of production if it could then be used by other IHBC Branches.

2. Chairman's Report and Business Plan

Jane had nothing further to add to the items on already on the Agenda.

3. Questions for Séan O'Reilly

Given Séan's attendance there was the opportunity to discuss the role and relationship of the national IHBC and the Branches. Séan recognised that whilst there was a national infrastructure, the Branch network lay at the heart of the IHBC and this was reflected in the organisation of the Annual School in Buxton by the East Midlands Branch.

Séan also stressed that it was important that Branches learn from each other and that a degree of continuity is developed across the Branch network. The peripatetic IHBC Council meetings are designed to raise awareness of the work of the IHBC at a the national level and to promote good communication between the different levels of the IHBC and the wider political and professional groups. Whilst it was seen as very important to promote the IHBC in the home nations with various political groups, the organisation and pitch of these Council meetings was very much dependent on requirements of the local Branch.

The IHBC Corporate Plan also contains proposals for Parliamentary receptions that are also aimed at raising the IHBC profile and promoting conservation issues.

Séan also pointed out that the IHBC made great efforts to offset the costs of these meetings by charging for attendance at the seminars but he also recognised that the Committee members had to see their attendance as a doing a job on behalf of the IHBC and to take a responsible approach.

Roy added that as a relatively small organisation it was important that we do promote the Institute but there was concern as to how these event may be perceived at grass roots level and that perhaps there was a need to adopt a different tactic at the English regional level compared to the other home nations because of their different political make-up.

The efforts made by the Branch to promote direct links with the IHBC Committees was also discussed as well as the Branch support for the Branch Connection Days. Séan noted that the Branch Connection Days were designed to bring Branch reps together to discuss specific topics and for the national IHBC to see things operate at the Branch level.

The recent Membership Connection Day had demonstrated the different approaches adopted by the individual Branches and this information will be fed back to the national level. Séan noted that whilst the key decision on membership was carried out at the national level to ensure a consistent approach comments from the Branches are able to inform the assessment and the feedback.

The next Connection Day topic will on finance.

The connections to the national Committees was also important to disseminate to information but much depends on the operation of the individual Committees.

4. Treasurers Report

Rose reported that the accounts now stand at £487.45 (current account) & £189.67 (reserve account).

From these funds there were two invoices to pay for the Annual School and with the forthcoming Branch AGM it would be necessary to draw down money from the IHBC and Rose proposed to request £1,000.

5. Membership Secretary

David was absent but Stephen confirmed that he had passed on the updated membership lists for future correspondence.

6. Branch Reps Report

Notes from the last Council meeting are attached to the Minutes.

7. County Reps Report

Chris McKinney (Derbyshire) – reported that the local THI officers had enjoyed a work sharing/best practice trip to Caister. Fiona thought that it would be useful

if this could also include other heritage officers who were dealing with grant schemes in order to share best practice information.

Jenny Timothy (Leicestershire) – reported that there had been no recent meetings.

Liz Mayle (Lincolnshire) – reported that the last meeting of the conservation officers group had taken place at North Kesteven with a presentation crafts skills and a talk on the DEFRA High Level Stewardship Scheme and its use in heritage conservation projects.

Jason Mordan (Nottinghamshire) – was absent.

Rachel Booth (Northamptonshire) – reported that the conservation officers group had recently met at Delapré Abbey along with English Heritage representatives and there was the opportunity to discuss casework.

8. IHBC Committee Nominees

Jane noted that she was waiting on the minutes from the last Technical Committee in respect of the plaster floors leaflet;

Fiona noted that the 'Stitch in Time' leaflet was being updated with coverage of sustainability and access issues and also that a fairly comprehensive bibliography had been added to the Technical Committee web page and any further suggestions for reference material was welcome.

Jenny reported that the last Policy Committee had discussed procedures for operating panels and new consultation procedures and was promoting a project on heritage crime.

Fiona reported that the Editorial Board of Context had just produced the biggest edition of Context so far on building preservation trusts with two articles related to work in the East Midlands. The following edition would be looking at views and would include articles on wind turbine appeals.

9. Bursary Scheme for the Annual School

Rob reported that there had been three applicants for the two Annual School Bursaries from candidates of relatively equal merit. After much discussion on the merits of the applications and the principles of selection, the Committee took a vote to choose the two successful candidates.

Jane agreed to notify the successful candidates as well as the unsuccessful candidate.

ACTION: Jane to write to the three candidates to advise them of the outcome of their applications

10. Arrangements for AGM

Fiona reported that she was having great difficulties in getting a reply from EH and as a result may not be able to confirm their availability for the AGM.

Rachel thought that it would be possible to hold the AGM in Northampton with perhaps a walking tour of some of the more interesting buildings with a meeting in the Guild Hall or Sessions House.

ACTION: Rachel to consider possible AGM programme and venues in Northampton

11. CPD Visits

Jane reported that Hathern terracotta was now arranged for Thursday 24th June.

12. AOB

No further business.

13. Date of Next Meeting: Tuesday 6th July 2010

IHBC Council 29 April

East Midlands Branch Rep's Report

(by Fiona Newton on behalf of Roy Lewis)

Listing

EH are carrying out work on extent of listing but it seemed the survey has not been received by all. Also please pass on any examples of speed or lack of it in listing requests etc?

GDPO

Eddie Booth felt surprised that the amendments to GPDO which meant the end of Article 4(2) directions had gone very much unnoticed. EH are asking CLG what grounds their regional offices might object. Reduced level of claim for compensation which is good.

HESPR

Sixteen companies are now featured in our trade listing. You are encouraged to look to the listing for service providers. HESPR leaflets are now inserted into new IHBC affiliate and member 'Welcome Packs'.

CONTEXT

113 (Fire) OUT: The issue contains a selection of articles brought together by IHBC Tech panel member Iain McCaig, and includes 'Choose your extinguisher carefully', by Bob Johnson, and BS 9999 and historic buildings by Andrew Forecast; & Changes to legislation on fire', by Steve Emery. CONTEXT 114, on Building Preservation Trusts due May

79 NEWSBLOG items reported between 17 February and 14 April. NEW NEWSBLOG database being developed: Following the success of the NewsBlog, and the increasing need to establish it as a more accessible resource the IT team are establishing a searchable database.

SOCIAL NETWORKING

Devon DeCelles has been responsible for leading the development of the IHBC's facebook and twitter services, and developing their infrastructure. As Devon has generously agreed to maintain these resources a volunteer following her acceptance of a job with the National Trust for Scotland. At the time of writing our facebook membership stands at 182 (see <http://www.facebook.com/group.php?gid=48805910285>) and twitter followers at 290 (<http://twitter.com/IHBCtweet>) though twitter this was established much more recently.

IHBC JOBS ADVERTISING

The jobs advertising service continues provide a popular despite decreasing posts in the public sector, with posts ranging from Heritage strategy and archaeology to project management and regeneration. Most recently the Scotland's national monuments record, RCAHMS, advertised a post for surveyor which actually specified IHBC as a possible alternative to IfA membership! All members are encouraged to use this competitively priced resource.

IHBC CHANGES IN PERSONNEL

Devon DeCelles is to join the National Trust for Scotland following her acceptance of a job there. She will be sorely missed but happily she will continue an association with us through supporting our social networking. We are finalising an interim arrangement whereby one of our IT consultants team, Joanna Theobald, will provide an initial 6-month contractual service to fill in for Devon's absence.

IHBC DISCIPLINARY PROCEDURE LAUNCHED

The finalised procedure and associated diagram has been posted on the IHBC website. Candidates for disciplinary panel now needed from branch to be confirmed by September

IHBC CORPORATE STRATEGY 2010-15 REVISION

The draft Corporate Plan was presented to council for recommendation to the AGM. Development of branch business plans need to take this into account.

NEW MEMBERS

Affiliate Helen Carrington, Edmund Fox, Jamie Hicks, Joanna Shaw, Karen Tate & Natalie Hamilton

Resignations – Peter Beamiss – retired and does not want to be a member.