

**INSTITUTE OF HISTORIC BUILDING CONSERVATION
SEFYDLIAD CADWRAETH ADEILADAU HANESYDDOL
CANGEN CYMRU * WALES BRANCH**

Minutes of the 9th Annual General Meeting of the Wales Branch of the Institute of the Historic Building Conservation held at 4pm on the 11th November 2005 at the International Pavilion , Royal Welsh Show Ground, Llanelwedd, Powys.

Present :

Peter Jones Hughes, Glyn E. Jones, Peter White (Mid Wales Representative), Anna Irwin (N Ireland Branch), Edward Holland, Arwel Ll. Thomas, Kirsty Martin (Networking / Publicity & Events Office), Richard Dean, G. Adrian G. Griffiths, Trefor Thorpe (Membership Secretary), Nathan Blanchard (Branch Representative), Ron Douglass (Treasurer), Gwilym H. Jones (Chairman), Neil Sumner, and Dave Jump (Secretary).

Also present but not members were:- Amy Longford, Frank Olding and Matthew Pyart.

1. Apologies

1.1. Apologies were received from John Ellis (Vice Chairman), Judith Leigh, Lindsay Cuddy, Dewi Williams, Alan Richards (Education / Training and CPD Officer).

2. Minutes of the 8th Annual General Meeting of the Wales Branch of the Institute of Historic Building Conservation held on the 3rd December 2004 at the International Pavilion , Royal Welsh Show ground, Llanelwedd, Powys.

2.1. The minutes of the 8th Branch AGM were read .

2.2. Two spelling incorrections were picked up. Bar these two incorrections the minutes were approved as a true record of the meeting (*Proposed : N.B., Seconded: R.D., agreed nem con*).

3. Matters Arising

3.1. Richard Dean asked the Branch Committee “Why had Dewi Parry resigned from the IHBC.?” N.B. & T.T. responded saying “ because he had taken up a new job in the housing department of Gwynedd County Council”.

4. The Branch Chairman's Report.

4.1. Sefydliad Cadwraeth Adeiladau Hanesyddol

Institute of Historic Building Conservation

Cangen Cymru * Wales Branch

9fed Cyfarfod Cyffredinol Blynnyddol / 9th Annual General Meeting

11/11/2005

Adroddiad y Gader – Chair Report

Thanks to the hard work of my colleagues on the committee the last year has been a very productive one for the branch.

I take off my hat to the efforts that Dave Jump as branch secretary, Ron Douglass as treasurer, Nathan Blanchard as branch rep, Trefor Thorpe taking care of membership, Alan Richards on education , and latterly Kirsty Martin as Communication, catapulted into service as soon as the ink was dry on her application form. John Ellis also experienced dizzy advancement becoming Vice Chair before he knew what hit him!

I hope all members appreciate how lucky we are in Wales of having such dedicated committee members. My own contribution has been feeble in comparison.

This team will be a hard act to follow when the baton is passed back to the South next year – Trefor and Alan being honorary Gogs for the duration of course!

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Branch meetings have been held on a regular basis throughout the year, second Tuesday every second month, mostly held at the Vaynol near Bangor.

I must stress that these meetings are open to all members and I would urge more of you to attend! Your contribution to any discussion will be valued.

A meeting was held with the Chief exec. of Cadw, Tom Cassidy, on 7th Feb. 2005 –attended by Sean O’Reilly our Director, John Yates the National Chair, and Nathan and myself representing this branch. Jean Booker and Rob Wall were also in attendance. The purpose of the meeting was to ensure that the Institute appears on Cadw’s radar and flagging up in particular our wish to be invited onto the Historic Environment Group. No promises were made but a direct line of communication between Sean and Jean was established. Following last week’s conference our involvement in HEG appears to be a matter of time! We deserve to be represented at that table!

A recruitment drive during the year now means that we are now 70 strong in the Wales branch. More members are needed if we really want our voice heard – so don’t miss any opportunity to “sell” the IHBC to suitable potential applicants. Our brand new branch website should be a great help in raising our profile to attract new members.

The joint conference with the Civic Trust for Wales last week in Llandrindod last week was a great success and bodes well for future collaboration – it was also an occasion that really raised our profile, so my heartfelt thanks to all the members that contributed to the success of the day.

You will also have noticed the IHBC leaflet – again a vital method of raising our profile.

I truly think that we have built up a genuine momentum during the last year, and if similar strides are made in the coming year this Institute and this branch will go from strength to strength

Thank You

Gwilym H Jones

Gwefan
Cynnydd Aelodaeth
Cynhadledd
pamffled

5. The Branch Secretary’s Report.

5.1. D.J. reported to the meeting :

The Wales Branch had held 5 meetings since the last branch AGM.

<u>Dates</u>	<u>venues</u>	<u>attendance</u>
11/01/05	Vaynol Old Hall, Bangor	5
08.03/05	Parc Menai, Bangor	4
13/05/05	Builth Wells	13
12/07/05	Vaynol Old Hall, Bangor	4

▪ The main actions coming from the above meetings were as follows:

The Branch Bank Account was transferred from the Alliance and Leicester to the Nat West Bank after six months hard slog.

The Branch has produced a Draft Welsh translation of a new Branch Leaflet .

The Branch have had approval to translate to Welsh the new IHBC Leaflet which could be paid for and produced by IHBC Central Office.

The planning and holding of a National IHBC Branch Conference at Llandrindod on the 4/11/05 with the Civic Trust for Wales .

The appointment of the Vice Chairman and of the Networking / Publicity and Events Officer on the 13/05/05.

The setting up of the Branch Web page on the IHBC site. (Building of the Month).

The planning of the North Wales Branch event following the National Conference.

The planning of the Webpage Newsletter.

A more up to date membership email address record.

6. The Branch Treasurers Report.

6.1. R.D. reported to the meeting that the transfer of the Bank Account from the Alliance and Leicester had taken six months. The new Bank Account with the Nat West Bank improved the previous situation by not having all the signatories in the South or the North. R.D. confirmed that T.T. was the signatory in the South.

6.2. R.D. reported to the meeting that the Branch Assets at the 1st October 2004 in the Branch Account amounted to £1,763.67. The expenditure from the 1st October 2004 to the 30th September 2005 amounted to £451.74.

Thus the remaining Branch Account Balance was £1311.93.

6.3. R.D. provided the meeting with a copy of the Branch Accounts for the year 1st October 2004 to the 30th September 2005 and asked the meeting for the accounts to be submitted for approval and signing.

N.S. asked if the recent Civic Trust/ IHBC Conference required some Branch funding ?

N.B. confirmed that the event had been supported by the IHBC Central Office , Civic Trust and Cadw, with no expense to the IHBC Wales Branch.

7. The Branch Representatives Report.

Having attended three Council and three Policy Committee meetings over the past year in representing the Branch's interests has enabled our influence to be further enhanced. There were a number of key events, I initiated, which have raised our profile both externally and internally, including;

Co-ordinating the first meeting between our Director and Chair and the management team at Cadw,

Hosting an event to encourage new members in the completion of IHBC application forms (contributing to a 12% rise in new members over the '04/'05 year within the Branch),

Co-ordinating the first joint conference between IHBC and the Civic Trust for Wales (CTfW), with over 35 attendees at no cost to the Branch except officer time.

Key issues which have emerged this year have been;

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The review and introduction of a new structure to the IHBC with potential opportunities for all members to get involved with the running of the Institute as a whole, utilising the skills of its members to support activities.

A change in the membership application process of IHBC, with a more consistent central processing and the introduction of CPD requirements, further adding to our credibility as a growing professional body.

Looking ahead a number of interesting dates should be noted;

The next joint conference between IHBC and CTfW is planned for late Spring / early Summer and is to be hosted in North Wales with the theme of buildings at risk and re-creating their future.

The next IHBC (2006) Summer School is to be held in Plymouth on the 22-24 June at the University of Plymouth, Devon.

The 2nd annual meeting with senior management of Cadw is being arranged for the New Year.

I would reiterate the comments and support of others in encouraging all members in Wales in using the Branch resource on the web, as it is already been identified as the best across the UK but no doubt this depends on contributions and its use by members !

8. Other Branch Officers Reports.

8.1. The Branch Membership Secretary's Report.

8.1.1. T.T. reported to the meeting that the Branch membership was now 74 strong, a 9% increase on the previous year.

T.T. reported that a few people had resigned for one reason or another , but there are at least two applications in the pipeline.

T.T. said that in a short spell of time we should be seventy seven members strong.

8.1.2. The question was asked by R.Dean "What is the breakdown of types of professionals applying for membership?"

T.T. replied that he considered it to be about 50/50 between local authority officers and students. T.T. also reported that the University of Glamorgan was positive in promoting prospective members to the branch.

T.T. ended his report by confirming that the Wales Branch Membership was in a very healthy state , taking into account the U.K. as a whole.

8.2. The Networking / Publicity and Events Officer.

8.2.1.K.M. reported to the meeting that along with Peter Badcock from IHBC Central Office they had developed the Wales Branch Web Site.

K.M.. informed the meeting about the *building of the month* saying that she had received nominations from Flintshire and Pembrokeshire ; K.M. Said " Please email me if you have a nomination."

K.M. reported her ideas for developing the Webpage further;

Development for Conservation Training in Wales

Achievements in Conservation in Wales

A Wales Branch Newsletter. (this could include recent Listed Building and Conservation Area Court Cases and or Appeals) and (Conferences and Exhibitions Proposed and Held)

K.M. closed her report by welcoming from the membership any news or comments.

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8.3. Mid Wales Representative

8.3.1. P.W. reported to the meeting of his involvement on the research agenda for archaeology with the Institute of Field Archaeologists (IFA).

P.W. reported 2/3 years research work - Steering Committee.

P.W. confirmed and was particularly involved in drafting the overview. P.W. confirmed that a draft report should be ready for circulation within the next few weeks. D.J. confirmed this should be put on the branch webpage.

9. The Election of Officers / Branch Committee.

9.1. Chairman: Gwilym Jones (Snowdonia NPA)(Proposed :Dave Jump Seconded:Ron Douglass.

9.2. Vice Chairman: John Ellis (Conwy C.B.C.)(Proposed : Gwilym Jones Seconded: Dave Jump.

9.3. Secretary: Dave Jump (Isle of Anglesey C.C.) Proposed:Gwilym Jones Seconded:Ron Douglass.

9.4. Branch Representative: Nathan Blanchard (HLF) Proposed: Gwilym Jones Seconded:Dave Jump.

9.5. Treasurer: Ron Douglass:(Retired) Proposed: Gwilym Jones Seconded:Dave Jump.

9.6. Membership Secretary: Trefor Thorpe: (Cadw) Proposed :Gwilym Jones Seconded:Dave Jump

9.7. Networking / Publicity and Events Officer: Kirty Martin: (Wrexham C.B.C. Proposed :Gwilym Jones Seconded:Dave Jump.

9.8. Education / Training and CPD Officer : Alan Richards.Proposed :Gwilym Jones Seconded Dave Jump.

9.9. South Wales Representative:Trefor Thorpe(Cadw) Proposed: Gwilym Jones Seconded:Dave Jump.

9.10. Mid Wales Representative:Peter White (Retired) Proposed:Gwilym Jones Seconded:Dave Jump.

9.11. Consultations Secretary : Neil Sumner (Bridgend C.B.C.) Proposed:Gwilym Jones Seconded:Dave Jump.

10. Review of the 2004/5 Branch Business Plan and proposals for 2005/6.

10.1. G.J. asked the Branch Committee for the review and proposals;

D.J. responded by confirming that we have successfully held a Civic Trust/ IHBC Conference as planned and made reference to the good work the Branch Committee had undertaken in producing a Wales Draft Branch Leaflet, setting up the Wales Branch Webpage and developing ideas to take it one step further.

D.J. also reported on proposals to plan for a North Wales Branch event(s).

10.2. Richard Dean referred to his comments reported in last years AGM minutes under item

3.3. Richard went on to point out that members in South Wales feel that the events are far too infrequent now. N.B. responded instantly praising the good work the Wales Branch Committee have done and saying that it is up to the membership to contribute to the arrangements and for members to commit by participating in developing and holding events in Wales. As we are all volunteers we can not complain if we feel events are infrequent.

N.B. stated that we should be holding smaller events, but it is up to all members to rally together for the greater good of the branch and the Institute.

T.T. acknowledged that the former South Wales Branch Committee had in many respects taken advantage of the three year break from Committee work , but more to the point the main reason for transferring to the North from the South was about giving the North the experience i.e. giving the North a go , and not giving the South a rest.

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D.J. agreed with T.T. and thanked him for his confidence in the North and went on to point out to Richard Dean that things had not dried up in the South as a result of the three year transfer , quite the contrary. D.J. went on to confirm that he had been liaising closely with colleagues in supporting and promoting the good work under the title of the Burgess Exhibition in South Wales.

As the Branch Secretary D.J.had written with a letter on behalf of the IHBC supporting the events and encouraging IHBC members and other conservation colleagues to go to these events.

11. Any Other Business

11. The meeting closed at 17.13p.m.