



MINUTES
of the meeting of the Yorkshire Branch Committee held on 12 April 2011
at the Council for British Archaeology, 66 Bootham, York

Persons present: Keith Knight (KK), David Blackburn (DB), Richenda Codling (RC), Stan Driver (SD), Anne Ross (AR), Bob Scriven (BS), Alison Sinclair (AS), Lynne Walker (LW), Penelope Whitworth (PW).

1 Welcome:

KK welcomed everyone to the meeting, including new member Anne Ross.

2 Apologies:

Ken Burley (KB), Hilary Byers (HB), Peter Fisher (PF).

3 Minutes of the previous meeting:

These were accepted with the following correction:

In 6(c) for £900 read £400.

4 Matters arising not covered elsewhere in the agenda:

Council in September is now to be on 22nd, so Committee date will need to be changed.

5 Items for Council:

KK noted that he had to point out to Council that Minute 6.2 relating to the Yorkshire Branch is ambiguous, although the result is correct and money has been transferred.

On governance, KK is Yorkshire Branch representative, but, like all representatives, he is now a Director and Trustee of the Institute. Training on governance is to be provided before the next Council meeting – KK proposes to ask the trainer to come to a future Yorkshire Branch meeting.

KK does not regard the Corporate Plan as a business plan as it does not contain figures. However BS pointed out that there are regular financial statements and updates. The IHBC's Treasurer is to step down at the end of the year, which may give an opportunity for some changes.

6 Membership assessment review day:

DB reported on this meeting he had attended with SD.

The pool of assessors has been increased to allow for up to 3 to assess each application. Appeals will be through alternative assessors.

Mentoring has not been working well. Alternative ways of helping people thorough Branches will be pursued, such as are proposed in Yorkshire.

A revised form has been produced, which will now be tweaked, then issued for comment.

Branch input to the process is to be clarified, starting with a survey to identify differences in Branch practice.

It was confirmed that feedback is provided to unsuccessful applicants, and is to be improved. There will be a filter to avoid really unsuitable applications having to be assessed.

KK queried the method of appointment of additional assessors. RC pointed out that the expansion of the Committee was in its business plan approved by Council. 5 new assessors would work with the 3 remaining previous assessors. They were people already active in the Institute, whose appointment followed a call for volunteers at the last Branch connection day.

7 Expense claims:

Any change was deferred pending clarification on whether there was a national view.

8 Officers' reports:

(a) Chair:

On behalf of PF, KK noted that booking form has been organised for visit to Thorne on 21 May. Workshop on 'Understanding Significance' is scheduled for 8 June at Hospitium.

(b) Secretary:

Following an e-mail discussion with HB, SD proposed that Committee meetings later in the year be moved from Tuesdays to Wednesdays, to be held on 14 September and 30 November. This was **agreed**. The May meeting was still scheduled to be held on Tuesday 24 May, and KK had proposed that it be held in a pub in York. It was **agreed** that KK would identify a suitable venue, with the flexibility to hold the meeting on 23 or 25 May if that were necessary to obtain a suitable room.

(c) Treasurer:

BS reported balances of £1,837 47p. A late payment of £100 is still to come.

(d) Membership Secretary:

DB reported latest total of 129 members.

(e) Website officer:

RC reported that update was still outstanding.

(f) HEF representative:

AS reported that minutes from 15 February had still not been circulated. Meetings may not continue.

(g) WYCOG representative:

AR reported that buildings at risk were high on the agenda. Budget cuts were resulting in staff losses. However there were THI successes for Wakefield (£1.5M for Pontefract) and Bradford (£2.0M for Keighley). Bradford was charging for pre-application advice. A HELM course on Heritage Assets and Low Carbon Renovation would be held in Kirklees in June.

(h) APT representative:

PW reported that APT was having a visit to Thorne before the proposed IHBC visit. They were keen for there to be another Restoration Yorkshire conference, with an APT meeting to follow it, and would make a financial contribution. KK then noted that an offer by the RIBA to organise this conference was no longer available. It might be possible to organise it in Spring 2012, in which case a different event would be needed for the IHBC AGM. As referred to the bid for World Heritage Status for York as a possibility.

(i) CBA liaison:

LW reported that the grant to the CBA from the British Academy is being cut, and will cease within 5 years.

9 Any other business:

AS reported that she had assessed the North York Moors Design Guide. She found it interesting, but it included very little about historic interiors as spaces, or about fittings.

10 Future meetings:

As noted in 8(b) above, these are now scheduled for:

24 May (23 or 25 instead if necessary)

14 September

30 November