

MINUTES
of the meeting of the Yorkshire Branch Committee held on 14 September 2010 at the
Council for British Archaeology, 66 Bootham, York

Persons present: Keith Knight (KK), Richenda Codling (RC), Stan Driver (SD), Peter Fisher (PF), Bob Scriven (BS).

1. **Welcome:** KK welcomed those present to the meeting.
2. **Apologies:** David Blackburn, Ken Burley, Lynne Walker.
3. **Declaration of any other business:**
See item 10, below.
4. **Minutes of previous meeting:**
The minutes of 22 June 2010 were agreed subject to amendment as follows:
4.16 Lynne Walker **CBA** Liaison Officer.
5. **Matters arising:**
4.16 RC reported that Peter Badcock has now implemented the changes to the website.
14. SD reported that he had contacted his former office and had been informed that the chair of WYCOG was Chris Edwards from Calderdale (IHBC member, listed as East Midlands Branch). Chris was away from his office. SD will contact him on his return. No progress with other areas. RC will contact SYCOG before their next meeting in October. PF agreed to contact NYCOG. No knowledge of former Humberside area – RC to make enquiries. **It was agreed that a contact in each County area would be beneficial, even if unable to attend the Branch Committee, but noted that not all local conservation officers were members of IHBC.**
6. **Branch Business Plan:**
 - (a) BS had put some ideas into his report, circulated before the last meeting but not discussed.
 - (b) **Restoration Yorkshire Conference: It was agreed that the budget should provide for this to be free of charge for up to 40 IHBC members (first come, first served), that there should be a concession for associated bodies (£50) and a charge of £65 for other attendees. Booking form to be circulated with AGM papers.**
 - (c) **Other events: It was agreed to provide for three half-day events, to be self-financing.** These events would be designed to implement a specific addition to the strategy to 'Improve links between public, private and academic members of the profession'.

(d) Projects: RC suggested a specific project to improve the website, for example with a practice page or casework page or newsgroup. **This was agreed.**

(e) General: Aspirations should include '**Raise standards of conservation in the Branch area**'. **This was agreed.**

(f) Finance: BS reminded members that the budget should include expenses for attending meetings and he would be asking for details in order to forecast these.

7. Treasurer's Report

BS reported he would be attending the National Convention in November and would circulate papers related to the agenda.

Historic Environment Forum

KK had circulated papers for this.

9. Annual General Meeting

KK proposed that a timetable be agreed by e-mail, and that the AGM notice and nomination forms be circulated with the booking form for Restoration Yorkshire. Reports should go on the website. **This was agreed.**

10. Post title

RC suggested that the Membership and Ethics Committee heading was inappropriate for her activities in the Branch, which were mainly concerned with the website. KK suggested that Communications Secretary might be more appropriate.

11. Date of next meeting

No dates were fixed for future meetings. It was agreed that it should not be necessary to meet immediately before the AGM as it should be possible to resolve any matters by e-mail.