



2003

Institute of Historic Building Conservation
ANNUAL GENERAL MEETING

Institute of Historic Building Conservation

ANNUAL GENERAL MEETING

11.45am Saturday 28 June 2003
Lecture Theatres
University of East Anglia
Norwich NR4 7TJ

AGENDA

- 1 Apologies for absence
- 2 IHBC AGM 2002 Minutes
Minutes of the Annual General Meeting of the Institute of Historic Building Conservation held on Friday 5 July 2002 at the University of Warwick, Coventry, and the matters arising
- 3 Officers' reports
- 4 Branch reports
- 5 Financial statement and Treasurer's report
- 6 The Institute's Business Plan
- 7 Election of Officers and notification of nomination of Branch Representatives
- 8 Motions to the AGM:
One motion has been submitted to the Secretary of the Institute

THE INSTITUTE OF HISTORIC BUILDING CONSERVATION

www.ihbc.org.uk

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Number 1061593

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Guarantee

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Number 3333780

Registered Office: 3 Stafford
Road, Tunbridge Wells,
Kent TN2 4QZ

Business Office: Jubilee House,
High Street, Tisbury, Wiltshire
SP3 6HA, England
Tel 01747 873133
Fax 01747 871718

President

Malcolm Airs
Oxford University
Department of Continuing
Education
Rewley House
1 Wellington Square
Oxford OX1 2JA
president@ihbc.org.uk

Chairman

Eddie Booth
Hill House, Rotten Row,
Lewes
East Sussex BN7 1TN
chair@ihbc.org.uk

Company Secretary

Richard Morrice
3 Stafford Road
Tunbridge Wells
Kent TN2 4QZ
secretary@ihbc.org.uk

These documents were
prepared by Richard Morrice

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MINUTES OF THE ANNUAL GENERAL MEETING OF THE INSTITUTE OF HISTORIC BUILDING CONSERVATION

University of Warwick, Coventry
Friday 5 July 2002

Present

| | | |
|----------------------|--------------------------|----------------|
| Malcolm Airs (Chair) | John Houston | Michael Taylor |
| Gus Astley | Jane Jackson | Trefor Thorpe |
| Ian Ayris | Michael Knights | Chloe Walters |
| David Baker | Derek Latham | Jack Warshaw |
| Paul Barker | Stephen Levrant | Paul White |
| Stephen Bateman | Roy Lewis | Sarah Woodcock |
| David Blackburn | Ian Lund | John Yates |
| Nathan Blanchard | Laurence Manogue | |
| Eddie Booth | Alan Mayes | |
| David Boyson | Gordon McFarlane | |
| Michael Brown | Athanassios Migos | |
| Elizabeth Bryan | Richard Morrice | |
| Neil Buick | Edward Morton | |
| David Bullen | Fiona Newton | |
| David Burton-Pye | Robert Parker-Guilliford | |
| Gill Butter | Robert Parkinson | |
| Elizabeth Campbell | Lydia Porter | |
| Dave Chetwyn | John Preston | |
| Richenda Codling | Kati Preston | |
| Garry Cooper | Stuart Pryke | |
| Roger Cullimore | Stewart Ramsdale | |
| Alison Davidson | Robert Robertson | |
| Karen Dodwell | Carole Ryan | |
| Alexandra Fairclough | Helen Sanders | |
| Jon Finney | Edward Sargent | |
| Rik Fox | David Scott | |
| Philip Godwin | Penny Stokes | |
| Philip Grover | Sheila Stones | |
| Elaine Hogg | Jonathan Taylor | |

1 Apologies for absence

Graham Arnold, Peter Badcock, Kathryn Baird, Nigel Barker, Kate Baxter-Hunter, Chezél Bird, David Birkett, Anthony Blacklay, James Clare, Jefferson Collard, Lindsay Cuddy, Peter de Figueiredo, Jonathan Duck, Bob Edwards, Paula Freeland, Ann Gibson, Sarah Higgins, Sarah Homer, Geoff Huntingford, John Hurst, Micky King, Mary King, Bob Kindred, Ian Lindsay, David Lovie, Rosemarie MacQueen, Glynn Marsden, Jenny Carlile, Geraldine McLony, Jane Roylance, Andrew Shepherd, Graham Steaggles, Mark Strawbridge, Neil Sumner, Robert Sutcliffe, Robert Walker, Jacky Wilkinson

2 Minutes of the Annual General Meeting held at the Windeyer Lecture Theatre, University College, Howland Street, London W1 on Saturday 7 April 2001

The minutes were circulated prior to the meeting with Officers' and Branch Representatives' reports. There were no matters arising and the minutes were agreed and signed as an accurate record of the meeting.

3 Officers' reports

The following Officers added to the reports that had been circulated prior to the meeting.

3.1 President

- 3.1.1 Malcolm Airs (MA) opened the meeting by reporting on a challenging year. He welcomed the new format of the AGM papers which had been produced by Cathedral Communications who are now not only producing the *Yearbook* but also *Context*. He expressed his thanks to Trefor Thorpe and the Wales Branch for all their hard work in putting together the 2002 *Yearbook*. The Institute website has been updated and much improved through the hard work of Peter Badcock and was now receiving a large number of hits every week. MA reported to the meeting that the papers from the recent day conference jointly held with the IFA would be available on the website shortly. MA also expressed a welcome and thanks to the Institute's new Administrator, Lydia Porter, who began work in January.
- 3.1.2 MA reported that during the year he had represented the IHBC on a number of committees including the Historic Environment Steering Group, Maintain our Heritage, Images of England and as a trustee of the Conference on Training in Architectural Conservation (CoTAC). He has recently been approached by a television company to be involved in the making of a new documentary series looking at building conservation in the UK, and has been asked to write the foreword to *The Building Conservation Directory* which he felt was a great honour.
- 3.1.3 There are a number of Officers standing down this year including Robert Parkinson, John Preston, Sarah Higgins, Stephen Bateman, Jane Jackson and

Jenefer Chesher. MA personally thanked them for all their hard work and dedication during their time in office. He reminded the meeting that new people were needed to fill the vacant roles and he expressed his concern over the fact that there is still no publicity secretary. Opportunities to build on current links needed to be taken forward. MA had recently received a letter from SPAB detailing a new initiative to take place in November, National Maintenance Week, during which would be National Gutters Day! The letter asked what the IHBC would be doing and gave a list of suggestions. He reported that this is the kind of thing a publicity secretary would deal with.

3.2 Chair

3.2.1 Eddie Booth (EB) thanked Malcolm Airs for all the effort he has put in over the year representing the IHBC. He also paid tribute to all those who were stepping down from office this year, particularly the Treasurer, Rob Parkinson, Business Vice Chair, Sarah Higgins and Education Secretary John Preston. EB reported to the meeting that the IHBC had now been accepted as part of the Urban Design Alliance, and that this was a very important step along the way to the IHBC 'coming of age'. The Institute has been in a transitional period and is finding it hard to cope with the demands made upon it, particularly as key officers have stepped down; new volunteers to fill those places are needed. He urged the branches to make suggestions to Council on developments that could be made in another step towards professionalism.

3.2.2 The *Yearbook* for 2003 will be produced by the South East Region. The Branch Representative, Peter Cobley was not at the meeting but had been informed of the decision by telephone.

3.3 Membership Committee

Ronnie Robertson informed the meeting that membership certificates would be ready later in the year. He also appealed for Branch Representatives or other members to become part of the Membership Committee.

3.4 Secretary

3.4.1 Richard Morrice (RM) reported that in a year's time he intended to resign from the office of Secretary. He expressed how important he felt the position was and what a varied and interesting role it was.

3.4.2 Malcolm Airs thanked RM for giving the Institute a year's notice and thanked him for all his hard work. He stressed the importance of the Secretary's role.

3.5 Membership Secretary

3.5.1 Gus Astley (GA) expressed his thanks to the Branches for vetting all new membership applications. He reminded members who had banker's orders set up to pay their annual subscriptions that banks do not always do as they

have been instructed and that members should check their bank statements carefully. GA said that much of the administrative work involved in keeping track of membership subscriptions was now done by the Administrator, Lydia Porter, and he expressed his thanks for all her work so far.

- 3.5.2 Malcolm Airs thanked GA for all his hard work maintaining the membership database.

3.6 Editorial Board

Malcolm Airs reported that none of the Editorial Board was able to attend the meeting but he said that the new look *Context* spoke for itself.

3.7 Education Secretary

- 3.7.1 John Preston (JP) informed the meeting that his three-year term of office had come to an end. He briefly outlined accreditation requirements and urged the IHBC to consider refining the practice standards to give its professional qualification greater credibility. He reported that some progress had been made in the last year with the provision survey and the draft matrix of excellence which was now posted on the www.pows.org.uk website. Historic Scotland had drafted an accreditation framework of inter-professional standards which needed to be agreed and adopted by all the professions and JP felt that IHBC needed to be leading the way with this. He reported that once again the problem of IHBC resources (or lack of them) came into play. JP informed the meeting that, as James Strike had agreed to take on the role of vetting and recognising courses, this would be put forward as a budget bid for the next financial year as it would be a major undertaking. JP reported that at the previous AGM it was suggested that a policy for CPD should be put forward at this meeting, but due to accreditation standards not being agreed this had not been finalised. JP concluded by saying that the role of the education secretary was very demanding and needed to be looked at.

- 3.7.2 Edward Sargent asked JP if he felt that the accreditation that is proposed would give membership a higher level of professional competency. JP replied that currently he felt that membership could only be seen as a sign of reaching a certain standard, but that all professional institutes were working towards their membership reflecting a high level of professional competence.

3.8 Consultations Secretary

Dave Chetwyn reported that there had been a meeting of the Consultations Committee in May and that a procedure for dealing with consultations had been set up. Most recently he had been putting together comments on the Historic Regeneration Scheme following notification from the Deputy Prime Minister's Office and the DTI. Five pages of comments and suggestions have now been forwarded to the DTI and it is hoped that these will be taken on board.

3.9 Law Secretary

Alexandra Fairclough reported that the road shows would begin in September in the North West region, it was hoped that others would be planned with the help of the Administrator.

3.10 Other Officer reports

The Branches and Schools Secretaries had nothing to add to the reports given in the AGM papers. Dave Baxter, European Secretary, was unable to attend, Malcolm Airs reported that DB had worked very hard on the Romania project and expressed his thanks. Bob Kindred, UNESCO Secretary, was unable to attend the meeting, as was Jenefer Chesher, Technical Secretary and Peter Badcock, IT Secretary.

4 Branch reports

None of the Branch Representatives who were present had anything to add to their reports in the AGM papers.

5 Financial statement and Treasurer's report

5.1 Rob Parkinson (RP) informed the meeting that he was stepping down as Treasurer although he would stay in office until the end of the Institute's financial year, 30 September, and would therefore present the financial statement to the next AGM.

5.2 Copies of the accounts for the year to 30 September 2001 were available and RP reported on the major points. Income from label sales had increased again this year mainly thanks to the efforts of the Membership Secretary, Gus Astley. The Romanian project had attracted a substantial amount of grant income from international bodies, and was now considered a model for this kind of help to other countries. On the expenditure side the two main expenses had been the Annual School and the Romanian project both of which had been covered by the income. The Institute's growth had resulted directly in an increase of expenses and a full breakdown was available if anyone wished to see it.

5.3 RP was happy to report that the reserves had grown to almost double that of the previous year which put the Institute in a very healthy position. Approval of the accounts was proposed by Gus Astley and seconded by Michael Knights.

5.4 RP had run a little competition to encourage the Branches to return their accounts promptly at the end of the last financial year. He presented first prize to Fiona Newton of the East Midlands region and second to the South West region. Finally he thanked all those who had supported him during his time in office.

6 The Institute's Business Plan

Stephen Bateman (SB) reported that he was stepping down with immediate effect. Malcolm Airs thanked SB for producing such a clear, transparent and useful plan. SB drew the meeting's attention to the fact that it did not sufficiently cover the work done by Dave Baxter in Europe or the major work done by Peter Badcock on the website. Each week the site gets a large number of 'hits' from people all around the world. SB questioned whether in the future the Business Plan should become more of a development plan.

7 Election of Officers and notification of nomination of Branch Representatives

- 7.1 Richard Morrice drew the meetings attention to the list of officers for election in the AGM papers. There had been no nominations for the offices of Education or Publicity Secretary. The positions of Chair, Vice Chair, Treasurer, Membership Secretary, Editorial Board Chair and council member (Company Secretary) were accepted by the meeting unopposed.
- 7.2 The nominations of Branch Representatives were also listed in the AGM papers. The only amendments to that list were that Nick Grimshaw would be taking on the role of Branch Representative in the North West at their regional AGM in December, and in the Yorkshire region Steven Bateman will carry on as chair with Mark Wills acting as Branch Representative. A question was raised from the floor about whether there would be a conflict of interest with Nick Grimshaw acting as Branch Representative for the North West as he is currently the Treasurer. This was not felt to be the case.
- 7.3 Gus Astley pointed out that there was no South West Branch Representative as the previous person had retired and no one else had volunteered due to the commitment factor. Michael Knights pointed out that many regions appoint officers at their AGMs which are often in December due to the accounting year. Richard Morrice said that these Representatives could attend council meetings but until their nominations had been ratified at the AGM they could not vote.

8 Motions to the AGM

No motions were raised.

The meeting closed at 7.05pm.

OFFICERS' REPORTS FOR THE YEAR 2002–2003

CHAIR

It can become tedious to keep writing superlative phrases like 'going from strength to strength' or 'moving up a gear', but I do keep hearing the perception from outside the Institute that the IHBC is an organisation that consistently 'punches above its weight' and the facts speak for themselves.

If the last year was one of consolidation, this year saw a few basic building blocks placed on the new foundations. The Local Authority Conservation Provision Study (LACPS) gave us solid facts with which we can make the case for resources in several quarters. This recognition that understanding is the first step to effective management has been rather a long time coming. I suppose this is because we have been preoccupied in the past with more immediate matters than building for the future. We were not alone in this: the same realisation came to English Heritage in the form of the excellent State of the Historic Environment Report to which we were glad to contribute the benefits of the LACPS.

The *Stitch in Time* guidance on maintaining buildings is another basic achievement that puts into action William Morris' call to 'stave off decay by daily care'. Some have said that this publication was not sufficiently branded as an IHBC product and I have been keen to see that the Technical Committee and especially David Wrightson get the recognition they deserve. However, the mission is the important thing and a partnership with SPAB, English Heritage and IPC Magazines enabled a million copies to be distributed where we might otherwise have offloaded a few hundred.

The continuing commitment to quality in the publication of *Context* and the *Yearbook* has been self-evident. I do hope that all Members have also been among the thousands who have visited the equally rewarding website, which now includes the *Context* archive and up-to-date news of our many consultation responses. These publications are the 'face' of the Institute and I must say I am proud to be associated with their thorough professionalism.

It was also a privilege to wave the IHBC flag on a brief visit to the training project in Romania, especially as others have done all the hard work, and I am extremely glad that funding has been secured to run further modules this summer. Each year we have seen another element of Banffy Castle repaired and step-by-step the dream of establishing an international centre for building conservation is being realised. The project is bowled along by an infectious enthusiasm that I would love to re-import to the UK.

I am glad to say, however, that there has been just enough enthusiasm to maintain the great many, more mundane, actions that are necessary to keep the Institute going, although I am conscious that we could do a good deal more.

To summarise this year's achievements, we have:

- issued membership certificates to all full members of the Institute
- instituted a new way of dealing with membership subscriptions
- contributed again to the BHCT project at Banffy Castle in Romania with the Transylvania Trust and discussed the project with HRH The Prince of Wales on his visit
- joined the Urban Design Alliance
- published *A Stitch in Time*, an IHBC guidance note for owners on the maintenance of historic buildings, jointly with SPAB and English Heritage
- begun discussions with the Institute of Field Archaeologists on joint working and a strategic link up
- taken a leading role in discussions with Brussels on State Aid
- published, with the assistance of the South East Branch, the Institute's *Yearbook* for the third time
- appointed a part-time IT Advisor
- appointed an accountant to advise on financial matters and for audit purposes
- completed the On-Line archive to *Context*
- drafted a disciplinary policy, new guidelines for course recognition and new standing orders and regulations for Council and Committee practice
- continued to liaise with the RICS on the historic buildings survey initiative
- organised an Annual School in Coventry
- organised two legal seminars, five Branch schools and conferences, 35 other Branch events and over 100 Branch meetings of one kind or another
- organised over 40 Committee meetings
- published at least five Branch Newsletters
- continued work on advice on opening small-scale quarries for the production of roofing slates
- attended meetings of the steering groups of the following:
 - UNESCO UK Culture Committee
 - Heritage Link
 - ODPM Working Party on the draft PPS and Guidance Note
 - DCMS Heritage Protection Legislation Review
 - EH/ODPM/DCMS Management Guidelines Working Group
 - The Built and Moveable Heritage Group (Wales)

- Welsh Religious Buildings Trust
- Traditional Buildings Initiative (Historic Scotland)
- The Built Environment Forum (Scotland)
- The Scottish Carved Stones Committee
- Scottish Executive Working Groups on Conservation Area Management and the Building Regulations
- Historic Environment Information Systems and Technology
- The Planning Officers' Society's Matrix for Excellence in Urban Design and Conservation
- attended other meetings of:
 - CoTAC
 - The Archaeology Training Forum
 - Historic Environment Forum
 - The Supervisory Board of the AABC
 - The Accreditation Framework for Architectural Conservation
 - The Local Authority Conservation Provision Survey
 - The Stone Slate Roofing Group
- responded to consultations on:
 - Minister's statement on charging for listed building consents
 - LGA inquiry into Rural Revival
 - *Your Region, your Choice – Revitalising the English Regions* White Paper
 - *People and Places – Social Inclusion Policy for the Built and Historic Environment*
 - ODPM Review of permitted development rights
 - *Making the Most of Our Civic Heritage* (EH)
 - *Sustainable Services*
 - *Part M (Access) Building Regulations*
 - *Draft Local Government Bill*
 - *Compulsory Purchase Orders* draft circular
 - *Review of the Planning Enforcement System*
 - *Review of Lottery Funding*
 - *State of the Historic Environment Report* (EH)
 - *Review of the Agri-Environment Schemes in England*
 - *Review of Planning Policy on Tourism*
 - *A Modern Regional Policy for the UK*
- continued discussions on State Aid with interested parties
- produced evidence for the TLGR Select Committee on *The Role of Historic Buildings and Public Spaces in Regeneration*
- attended various meetings (in England) of the regional Cultural and Historic Environment Forums as well as CABI-sponsored Design Panels
- and, not least, welcomed another 84 new members to the Institute.

This level of activity has demanded too much hard work of too few people. We owe a huge debt to those few – their names are in the opening pages of the *Yearbook* – and others who support the sub-committees and branches. In particular, we must thank Malcolm Airs and Richard Morrice who are standing down this year. Both have worked quietly and tirelessly to keep the Institute in business and they leave a large void to fill.

Malcolm has pointed out several times that the increasing workload cannot be sustained unless the Institute takes the step of appointing a full-time Director. Ways to achieve this are now being actively considered with English Heritage and with the Institute of Field Archaeologists, where there is clear potential to exploit the needs we have in common and the overlap of our concerns. However, I fear that we must also look to the membership for resources to maintain our effectiveness.

Meanwhile, I see that my report to the last AGM included, ‘There is much to be done in the coming year, not least the revision of PPGs 15 and 16.’ Some things, like our own considerable outputs, just keep going! My thanks to all those who have made it possible this year.

Eddie Booth

VICE CHAIR BUSINESS

On the resignation last year of Sarah Higgins as Vice Chair Business, the committee system which she had bequeathed to the organisation went smoothly into operation. In the event, it turned out that only one face-to-face meeting of the Committee was needed, largely to discuss operation of a system which would allow the business of the Institute to run without face-to-face meetings outside of Council and other more ad hoc meetings, of which there have been several.

I must pay tribute to Rob Parkinson and Michael Knights who have both contributed to a very smooth handover between Treasurers. Rob is handing down the accounts for the year 2001–2 at the AGM and therefore has space to give his views on the financial state of the Institute as he has left it. Michael Knights, however, has no space in this document to speak of his work this year in building on Rob’s work. In particular, he has pointed out the need for the Institute to appoint an accountant to vet its accounts in the light of the huge success we have had in increasing our turnover. This has now been put in hand. We are also considering the need for the Institute to register for VAT, for much the same reason. We should have the answer to the latter by September.

We now have three staff in Lydia Porter, Rob Cowan and Peter Badcock, none working more than part-time but all an indication that the Institute needs to increase its capacity for administration. To that end we are, as the Chair writes in his report, considering some kind of strategic link up with the Institute of Field Archaeologists so as to share administrative resources. To deny that this is anywhere close to merger will invite reactions of the political/press kind but there is currently no thought of that in such a link up. We are, however, bodies which carry out

complementary activities outside our professional institute roles and a pooling of resources makes a lot of sense. It will need to be discussed further, both with IFA and with Council, but we hope that progress can be reported on at the AGM.

Such a link up may free up resources within the Institute but the general tenor of these papers raises two points. Much of the work of the Institute is carried out by volunteers. Without volunteers the work is not done. We are going into the new Institute year with three officer posts unfilled (Secretary, Publicity and Education Secretaries). Secondly, although we have shown our capacity to generate income with the currently available resources, we need full-time employees both to carry out work which needs to be done (see, for instance, John Preston's paper below on Education) and to allow the Institute to maximise its business opportunities, in the way that the IFA does, for instance.

To that end Council is exploring the matter of subscriptions again with a view to an increase. A motion is likely to be put forward at the AGM so that subscriptions can be raised in the subscription year following.

Richard Morrice

VICE CHAIR POLICY AND PRACTICE

Policy and Practice Committee has been in suspended animation for almost the whole of the reported year, but has recently revived with a new Chair. I therefore have little direct activity to report at the time of writing (early May), as the initial meeting of the revived committee was largely taken up with internal and procedural matters – not a sign of things to come.

This is the main external affairs committee of the Institute, and will be playing a strategic and co-ordinating role with its own clutch of committees and members. The revived Committee should help us concentrate our efforts on the major issues, and make sure that the lines we follow are those of the membership as a whole.

This work has never been more important, as the present maelstrom of consultations and representations shows. We are probably moving towards the greatest reshaping of governmental involvement in the historic environment for a generation. If we miss these opportunities, we may have decades to kick ourselves.

John Yates

VICE CHAIR MEMBERSHIP

The production and issue of membership certificates to all full members of IHBC has now been completed thanks to the efforts of the Membership Secretary, Gus Astley, and Lydia Porter, our Administrator. The certificates were delayed slightly due to technical problems with the production of the embossed seal, however the efforts of Jules Brown from North Branch in the production of the certificate must be commended.

The Membership Committee was only able to meet on two occasions since the last AGM as we were unable to have sufficient members in attendance on the other set dates. The lack of members willing to support the committee remains a major obstacle to the development of future plans such as updating the membership application form.

The Membership Committee comprises Chair, Membership Secretary and four Branch Representatives, all full time IHBC members who give their time to work for the interests of fellow members. The report from the Membership Secretary indicates the enormous volume of work that he alone processes during the year. If more members from the Branches were prepared to commit to membership of the committee, even if unable to attend all of the four meetings a year, then it is likely that we would be able to hold regular, quorate meetings and begin to move forward.

Ronnie Robertson

SECRETARY

Much of the work of the Secretary involves the administration of the Institute behind the scenes. Most of the strategic work with which I have been involved has also come under the heading of Vice Chair Business and I report on that above. I have also been involved with the evolution of a Disciplinary Policy for the Institute which I hope will be available for discussion at the AGM. This is, of course, essential in terms of setting standards and the application of the Institute's Code of Conduct. The draft policy is currently with the Institute's lawyers for checking. We do not wish to stumble on issues of liability when dealing with cases.

This is my opportunity to thank those who assist in the work of the Institute, particularly Lydia Porter, our Administrator who also acts as Minutes Secretary to Council and without whom the life of the officers would be considerably more difficult. The help of Gordon Sorensen and Jonathan Taylor at Cathedral Communications has also become essential. Finally, as these are my last AGM papers, I would like to thank all those with whom I have served as an Officer of the Institute. It has (mostly) been extremely enjoyable and I thoroughly recommend members to become more involved in the work of the Institute.

Richard Morrice

MEMBERSHIP SECRETARY

The 2002/2003-subscription year has been a reasonably successful year as income has steadily increased and membership numbers have started to recover after the fall in membership last year resulting from the termination of the Temporary Affiliate membership category. Membership has again risen above 1,400 and it is hoped that it will now continue to grow. Having had Lydia Porter's services with subscription collection, we have now managed to cut down the annual reduction in membership resulting from the removal of non-paying members to fewer than 10 members.

On 5 April 2003 there were 1,411 members recorded on the IHBC membership database. This included 1,144 Full Members, 227 Affiliate Members and 40 Associate Members. The breakdown of membership by branch was 151 in East Anglia, 129 in East Midlands, 164 in London, 21 in Northern Ireland, 53 in North, 81 in North West, 10 in the Republic of Ireland, 95 in Scotland, 114 in South East, 110 in South, 214 in South West, 65 in Wales, 87 in West Midlands, 108 in Yorkshire and nine Overseas.

During the 2002/2003-subscription year, 84 new members have been welcomed to the Institute of which 52 were full Members, 28 were Affiliate members and four were Associate members. The breakdown of new members by Branch was six in East Anglia, 13 in East Midlands, nine in London, one in Northern Ireland, four in North, one in North West, none in Republic of Ireland, six in Scotland, four in South East, nine in South, 17 in South West, two in Wales, nine in West Midlands, three in Yorkshire and none Overseas. As usual, I would take this opportunity to thank the Branch Council Members, Membership Secretaries and Committees for their efforts in carrying out the initial checks on applications for membership.

Despite the overall increase this year, we welcomed six fewer members than we did in the 2001/2002 subscription year and the overall membership is still very much as it had been for several years prior to 2002 – just over 1,400 members. It is still considered that there are many good conservation practitioners who have not yet joined the Institute. We are particularly keen to enrol new members from private practice. Surely you all know some really good conservation professionals who are eminently qualified for IHBC membership? Why not make a resolution to enrol at least one new member this year? If you want membership application packs, you can either download the documents from the MEMBERSHIP section of the IHBC website at www.ihbc.org.uk or Lydia Porter or myself can post the fully formatted versions to you if you contact either of us.

On the benefit side, net subscription income for the 2001/2002-subscription year had a modest 1.4 per cent increase over that for the 2000/2001-subscription year. This is almost certainly attributable to the help I now receive from Lydia Porter with subscription collection.

Income from the IHBC Label Service continues to boost the Institute's funds and I am pleased to be able to report a modest three per cent increase up to £14,926 this year despite my concern expressed in last year's AGM report. The first increase in charges for this service since 1995 came into force after the Council meeting on 6 March 2003 and it is hoped that this will result in a further increase in label income during the coming year. The new charging rates will be reported in my Membership Report in *Context* 79 and will also be found in the 2003 *Yearbook*.

For the 2003 *Yearbook*, as usual, I supplied the latest contact details from the database for all members. I suspect, as usual, that the production of the *Yearbook* will result in a number of notifications from members that their details have changed. As

it says in the *Yearbook*, the data is only as good as that received by me by the publication deadline. If you find any errors in the *Yearbook*, your membership database entry is almost certainly incorrect and you should contact me with the correct details. I do need to be kept up to date about all changes to members' details as soon as they occur. The membership database contains your full name (including preferred title for mailings), home and office addresses (including post codes) with phone, fax and mobile numbers, e-mail addresses, job title, educational and professional qualifications, mailing preferences, Branch area, membership type and date of birth. I can supply a form if necessary to enable you to update information. The computerisation of the records continues to reap its rewards in enabling Lydia and myself to track payments effectively and facilitating the easy production of labels.

Please take careful note of the deadlines for payment of annual subscriptions. You are expected to pay your subscription within a month of the commencement of the subscription year (1 April). Those who do not pay their membership subscriptions by 30 September in any subscription year will have their membership terminated. The annual subscriptions due on 1 April 2003 were again £50 for Full, Affiliate and Associate members, £20 for those paying the Retired rate, £10 for the Concessionary student/hardship rate and £75 for those few members who still pay the Corporate/Library rate. You should have already paid this year's subscription by the time you receive these AGM papers. If you haven't, do it now before the matter slips from your memory! It is still of benefit both for members and the Institute if subscriptions are paid by banker's order. Once banks get their payment details correct, they normally seem to pay efficiently. The added benefit for members from paying by banker's order is that they then avoid the possibility of forgetting to pay subscriptions and being struck off! I would remind you, however, that it is your responsibility to check that your bank has indeed paid your subscription. Please also understand that it is assumed that all overpayments are donations to the Institute unless the Administrator or Membership Secretary is informed otherwise.

As I said in last year's AGM report, the steady increase in subscription payments by banker's order, together with the prompt payment by others, has resulted in a significant proportion of this year's membership income being received at the beginning of the subscription year. I thank all who helped to achieve this as the large sum banked in the Institute's savings account earns significant interest. Notwithstanding the above comments, I would continue to advise all members who pay by banker's order that they must watch their bank statements carefully. Experience has proved that banks do not always carry out your instructions! Quite a number of banks have continued to pay the former £20 subscription as well as the new £50 subscription and some are still paying into the wrong (former ACO) account at Lloyds TSB in Witney. Banks occasionally have another irritating habit of suddenly altering or stopping payments for no apparent reason! If you have any queries, contact Lydia on 01747 873133 (phone), 01747 871718 (fax) or admin@ihbc.org.uk.

I am also pleased to report that I posted out membership certificates during the year to all full Members of the Institute. The certificate looks good and its production has satisfied the requests I have received from many Members for such a document.

I would like to take this opportunity of thanking Lydia Porter, our Administrator, for all the help she has given me over the past year. Her cheerful voice and helpful manner provides a great welcome to anybody phoning our business address and is a great asset to the Institute. Because we job share Lydia with Cathedral Communications Limited, our publishers, the IHBC phone is also answered quite often by Cathedral Communications staff. I would therefore take this opportunity also to thank our Cathedral Communications colleagues for their help in dealing with IHBC members during the year. In case members are unclear, Lydia deals with subscription collection on my behalf but I continue to maintain the membership database, deal with applications for membership and administer the Institute's Label Service.

As usual, I confirm that Lydia and I will continue to offer the best service we can but we are not infallible. If you have any problems or think we have got something wrong, please don't hesitate to contact us.

Gus Astley

CONTEXT EDITORIAL BOARD CHAIR

2002–3 has seen the first full year of the new arrangements with Cathedral Communications come to an end and the new cycle begin again. The Editorial Board is particularly satisfied with the relationship with Cathedral and the increasingly good production quality of the journal. The decision to move to colour has been a big success and the striking improvement in the front cover illustrations is also satisfying. These improvements have not been at the expense of editorial content and this is due to the continuing efforts of the commissioning editors Mike Taylor, Nigel Crowe and Peter De Figueiredo and the refining skills of Rob Cowan, the Editor. The range of topics covered in the past five issues of *Context* has been wide and the new bi-monthly cycle has allowed us to include more up to the minute reports and news items. We are still looking at ways of engaging readers with the journal and would welcome suggestions for improvements.

This year has also seen the *Context* archive going onto the website, which has proved to be a remarkable success. This is thanks to the sterling efforts of the IHBC IT Consultant Peter Badcock and as each new edition of the journal is being published it will take its place on the website in due course.

Financially, the Board has also had a good year as non-member subscription income now comes direct to the Institute and the formula for sharing the costs and income from the journal with Cathedral is ensuring that we work together to our mutual benefit. Actual production costs for *Context* are lower than those for *Context* and IHBC News, and we will be keeping a close eye on costs to ensure continuing value for money for members.

In the past year the journal has contained a consistent number of pages whilst the new system was being introduced, but as this now seems to have settled down we have taken the opportunity with the March 2003 issue to increase the editorial content. Bringing forward copy deadlines and managing commissioning in a slightly more effective manner we hope will result in future issues also being larger, although this cannot be guaranteed. The Board is looking to move towards a more rigorous refereeing of editorial copy, but trying to ensure that the opportunity of every member of the Institute to contribute to the journal remains available; this will be a fine line to tread.

The Editorial Board is continually looking for both contributions to the journal and volunteers to help in its production. Please don't be shy, if you want to help in either way get in touch.

Nigel Barker

ACTING EDUCATION SECRETARY

I have continued as Acting Education Secretary for this year, in the absence of firm volunteers to take over the role. The Committee has met quarterly; the involvement of Branch Education Representatives (special commendations to Wales and Scotland) has been very welcome, but Branch involvement needs to be strengthened – particularly in liaison on training events, and building up groups of senior IHBC members able to serve on Course Recognition panels. This is a high priority, as the list of courses with initial recognition is very out of date. We have a draft (special thanks to Jack Warshaw) for a new course recognition process, but implementing it will require resources; availability of suitably experienced panel members is the key factor. Branches have been asked to nominate potential members.

The Committee's work combines, inseparably, internal standard-setting with external standards development and promotion. Both aspects are fundamental to the credibility of the IHBC. The Committee's work on standard-setting for the Institute provides the basis for the Membership Committee's assessment of prospective members, for Continuing Professional Development, and for liaison with course providers; most fundamentally, it is the key to achieving the *external* credibility which is essential if the IHBC is to attract new members. The need to improve credibility was evident in the failure of the '2,000 in 2000' membership drive; a more rigorous approach was going to be an inevitable part of the maturing of a new Institute, but this has become much more urgent in the light of recent developments including:

- a) The new impetus for accreditation resulting from Historic Scotland and English Heritage's requirement for the lead professional on grant-aided projects to be conservation-accredited.
- b) The subsequent development, by what has become known as the 'Edinburgh Group', of the inter-professional Accreditation Framework. The grant-giving bodies have indicated that IHBC membership is not in itself sufficiently rigorous to provide the required accreditation; this has led to great concern

among IHBC members, particularly those dealing with area-based grant schemes.

- c) The wider implications of the momentum which has been generated by the professions' joint work on the Accreditation Framework. These include the development of a shared approach to standards and assessment, now being implemented in accreditation of architects (AABC), surveyors (RICS), and engineers (CARE). Perhaps most significantly, the Edinburgh Group is now being seen as the potential UK-wide 'professional' counterpart to the new National Heritage Training Group dealing with craft skills. This process is likely to involve the Edinburgh Group becoming formally constituted as the body overseeing professional conservation standards, with the signatory professions being required to ensure that their accredited members meet those standards.
- d) Current developments in public sector standards, including the view taken by Cadw's senior management, when considering the potential delegation of listed building consents to local authorities in Wales, that IHBC membership is not sufficiently rigorous to be a guarantee of adequate standards.

IHBC Council supports, in principle, the Institute's involvement in the development of the Accreditation Framework and the Edinburgh Group; the Education and Membership Committees will be considering the detailed implications of these developments.

The Accreditation Framework and the Edinburgh Group have made good progress in drawing in the professions involved in building conservation, but have not included the archaeological community. The framework for UK-wide training, with Construction and Archaeology coming under different Sector Skills Councils, continues to have no clear focus for the Historic Environment. I have worked to build the necessary links through representing IHBC on the Archaeology Training Forum and Historic Environment Forum, and in the development of Archaeology Standards.

I will be giving an update on these developments during the Sunday morning session at the Annual School.

The current roles of the Education Committee and of the Education Secretary are wide-ranging and involve a heavy workload. The Committee members feel that *Standards and Training* might be a more appropriate heading for their work. The way in which this work continues depends significantly on resourcing. Some activities (eg course recognition) will require a combination of paid and volunteer work. There is scope for some subdivision of the Education Secretary's current role into discrete activities which might be compatible with volunteers' workloads, but perhaps at the expense of the coherence and overview needed to maintain constructive involvement in current developments. I have concentrated on the latter approach, on the basis that it has been essential for the Institute at this stage of its development; I have been able to do this because my 'day job' is four days only.

I can no longer commit the required time to the Institute, and will be giving up my Acting Education Secretary's role at the AGM. Prior to the Annual School, the Committee will be giving further consideration to how the Education Secretary's role can be delivered to the future; we are keen to hear from potential volunteers for some of the tasks involved.

John Preston

CONSULTATIONS SECRETARY

The Consultations Committee currently has 16 members, representing 11 of the 14 IHBC Regions. I have invited unrepresented regions to appoint someone to the committee, and have successfully recruited members with expertise in rural matters. The Committee met in joint session with the Law Committee on 17 May 2002. However, most of the Committee's business has been conducted by e-mail.

Procedures have been established for dealing with consultations. Details of new consultation papers and draft consultation responses are circulated to Consultations Committee Members and all Council Members. This ensures that Representatives from all regions and Committees are involved in the consultations process.

Over the past 12 months, consultation responses have been produced in respect of the following:

- A Minister's statement on charging for listed building consents
- LGA inquiry into Rural Revival
- *Your Region, your Choice – Revitalising the English Regions* White Paper
- *People and Places – Social Inclusion Policy for the Built and Historic Environment*
- ODPM Review of permitted development rights
- *Making the Most of Our Civic Heritage* (EH)
- *Sustainable Services*
- *Part M (Access) Building Regulations*
- *Draft Local Government Bill*
- *Compulsory Purchase Orders* draft circular
- *Review of the Planning Enforcement System*
- *Review of Lottery Funding*
- *State of the Historic Environment Report* (EH)
- *Review of the Agri-Environment Schemes in England*
- *Review of Planning Policy on Tourism*
- *A Modern Regional Policy for the UK*

In addition, following the TLGR Select Committee's report on the Planning Green Paper and the subsequent Government response, a further IHBC statement was submitted: *The New Planning and Regeneration Agenda – An Alternative Set of Planning Green Paper Proposals*. I also produced evidence for the proposed TLGR Select Committee inquiry into *The role of Historic Buildings and Public Spaces in Regeneration*. However, following Government reorganisation and the creation of the ODPM, this inquiry has not been re-scheduled.

The above activities have helped to develop IHBC policy on a range of external issues. Throughout, I have tried to emphasise the contribution made by the built heritage to realising a range of public policy objectives, with particular emphasis on economic and physical regeneration. I believe that this is the most effective way of promoting support for conservation by those who would otherwise be unsympathetic.

There have been some developments on State Aid and heritage funding. The TLGR Select Committee issued its report on *The Need for a New European Regeneration Framework* in July 2002. Earlier in the year, I had given both written and verbal evidence to the Committee as part of the inquiry. The report recognised that the loss of the English Partnerships PIP had been a disaster for regeneration and highlighted the serious problems in funding heritage projects. The Government's response to the report, issued in November 2002, described a twin track strategy for dealing with State Aid issues. Firstly, they seek to maximise opportunities for funding under existing rules (for example through notifications). Secondly, they seek agreement with the Commission for a new European regeneration framework to reform the State Aid regime.

During the past year, I have been contacted by officers from numerous local authorities who are experiencing difficulties with State Aid. Awareness of the problem seems to be growing. However, there are still vast inconsistencies between UK regions and different funding bodies.

In July 2002 I met Humbert Drabbe, Director of State Aids, in Brussels to explain the problems being experienced in the UK with heritage funding. Mr Drabbe is involved in the consideration of the UK Government's heritage notifications.

On 2 August 2002, the Government submitted the Historic Environment Regeneration Aid scheme to the Commission. I was sent a draft version of the scheme and I provided material and feedback to the DTI and ODPM. The HERA scheme complements the Heritage Lottery Fund and English Heritage notifications previously submitted. I attended a meeting at the DTI in October 2002 to discuss the Commission's initial responses to the notification. In principle, the Commission appears to be sympathetic to the heritage funding issue, but it sees the notifications as setting a precedent and wants to be careful that they could not be used to allow the subsidy of trading.

Through my involvement with the notification, I have become aware of a significant problem in the way the Government is advised on heritage regeneration. The large

national heritage funding bodies have tended to advise the Government on heritage funding in the past. There seems to have been little awareness that a vast proportion of heritage regeneration funding comes from non-heritage funding bodies, or of issues surrounding private sector-led heritage regeneration projects, or of the practicalities of delivering heritage regeneration on the ground. I believe that this is the reason why the need for the Historic Environment Regeneration Aid scheme was not identified earlier. It would be beneficial for the IHBC to become more involved in advising the Government on such matters.

Decisions on the EH and HERA notifications are expected in May 2003.

The main areas of activity in the coming year are likely to stem from the Government's proposed review of conservation legislation – perhaps the most comprehensive review since 1967. In addition, there are likely to be new policy and guidance statements issued on a range of issues connected with the new planning act currently being considered by Parliament. It is unclear whether the Government will proceed with the review of PPGs 15 and 16, given the proposed review of conservation legislation.

Dave Chetwyn

GOVERNMENT LIAISON SECRETARY

The year has seen a fundamental change in my IHBC responsibilities. The Government's decision to profoundly restructure UNESCO UK meant that the Culture Committee (on which we are represented) has not met since the last IHBC Council meeting. It may be replaced by a new structure but in the interim has continued in a half-life of occasional, informal consultations via e-mail. Council therefore proposed that my most useful contribution would be by building on my pre-existing role as a Heritage Advisor to the Local Government Association as the basis for a post as Government Liaison Secretary.

This has created a distinctly double-edged problem for the Institute. While we have been trying hard for some time to ensure engagement with ODPM and DCMS in particular now that quite strong links have been established within both Departments of State, we are being called upon for advice or policy input on such a wide range of initiatives that it is difficult for an institute of our size to field volunteer participants with sufficient frequency and sufficient spare time.

During the year the Government requested involvement in a number of key policy developments as follows:

- The ODPM Working Party on the draft PPS and Guidance Note to replace PPGs 15 and 16. This has been very protracted and at the time of writing Version 3 should finally be out for its three months public consultation stage
- The DCMS Review of Designations Project Board to take forward the Secretary of State's November 2002 announcement to devise a protection system for the 21st century. This is in the early stages of reviewing the

strengths and weaknesses of legislation on ancient monuments, listed buildings, conservation areas, parks, gardens, battlefields, the ecclesiastical exemption etc and will result in a White Paper by the end of the year and legislation (Parliamentary time permitting) thereafter

- ODPM initiatives on a Planning Quality Key Performance Indicator, being led by the Planning Officer's Society – for consultation with the Audit Commission and introduction in 2004–5. Current thinking favours a 22-point checklist of mechanisms/processes to be put in place by LPAS. These have strong design and conservation components
- ODPM initiatives on unifying the Planning Consent Regime investigating the merger of Planning Permission, Listed Building Consent and Conservation Area Consent where Rosemarie MacQueen of Westminster CC (and former London Branch Rep) has offered to act on IHBC's behalf and liaise with the Institute through me
- The Implementation Plan for *A Force for Our Future* made a number of recommendations for local authorities and work with Heritage Policy Branch of DCMS has involved fruitful discussions on identification and support for historic environment champions and moves towards a national definition of the composition of the appropriate level of local authority conservation services.

As is often the case, there are key questions of joined-up thinking to resolve for example: why is a PPS imminent when the whole question of designations is under review? – but it should be realised that the latter may take several years to be enacted while the PPS will operate in the interim.

Bob Kindred MBE

LAW SECRETARY

The Law Committee comprises several specialists in their field. The 10 members meet at approximately 12 weekly intervals.

The Law and Practice Committee is fundamental to the work of the Institute by reporting pertinent legal issues, case law and ministerial decisions; assisting in actively lobbying for changes in conservation, policy and practice; stimulating debate on how the law and policy of conservation practice should develop; and in organising training needs and serving the educational needs of the members.

The programme of the Law Committee for 2002 was as follows:

- two Legal Seminars in 2002 (September NW Region and December WM Region)
- prepare the proposed road shows for 2003. Preliminary preparation for a national event in London and a regional event in SW have been commenced
- assisting with the IHBC response to the Government's current heritage reviews

- provision of information and writing of articles for *Context* and other journals in relation to pertinent legal and policy issues. (eg M'Learned Friend, Ministerial Update and other relevant issues)
- assist with the Education Committee's remit and also where possible with relevant consultations in conjunction with the Consultation Co-ordinator.

Alexandra Fairclough (Chair until 1 March 2003)

Frank Kelsall (Chair from 1 March 2003)

INTERNATIONAL SECRETARY

With the growing range of contacts and influence of IHBC, the responsibilities and range of the former post of European Secretary have been extended to cover all international issues. My predecessor, the former European Secretary Dave Baxter, also has taken up a newly created post, that of SE Europe Projects Director where he continues to promote our work in Romania and the surrounding countries.

As International Secretary, I have, with Peter Badcock's help, set up the International Issues page on the IHBC website. The Institute wishes to promote the international exchange of conservation information and good practice. We welcome contacts with other professional and academic bodies, and with individuals working in building conservation. Subject to scrutiny of content, we will post on our site; international news items, course and conference information, reviews of publications, requests for information and professional or biographical details.

I am also building a database of member's international interests. I would be interested to hear from you if you have language skills, or expertise, interests or contacts in other countries or regions.

Robert Parkinson

SOUTH EASTERN EUROPE PROJECTS DIRECTOR

Many of you will be familiar with the Built Heritage Conservation Training Project in Romania which is being jointly run by the IHBC and the Transylvania Trust. For those who have kept up to date with the extension of the IHBC Website, through the excellent work of Peter Badcock, you will have seen in the section *The IHBC in Romania* that 2002 was a particularly busy year, and one which resulted in a number of significant achievements. The profile of the project in Romania and in the surrounding Carpathian basin countries was hugely enhanced in the early part of the year through a visit to Banffy Castle by His Royal Highness The Prince of Wales. The Prince has been a strong supporter of the project and it was a great honour for us and our craftsmen to meet His Royal Highness at Bontida, and to be able to explain the work to him directly and show the degree of restoration which had been achieved. His recognition of the work of the IHBC and of the Transylvania Trust is significant because of his support for the conservation movement in Romania, which is not only being encouraged through our work but also through that of the British Council, with whom we are now working very closely.

The initial aims of this project were to help re-establish traditional building crafts skills in Romania and it is clear that such a goal is gradually being achieved. The 2002 course was attended by 75 students, including graduates and post graduates who were also training in either architecture or structural engineering at Romanian and Slovakian universities, and this brought the total students who have attended the course to over 200. The dissemination of information from such a large body of individuals can be imagined to be significant in Romania and its adjoining countries. In dealing with such numbers it is clear that major restoration can be achieved in parallel with the teaching process, and this has resulted in a number of important elements of the castle being saved. The work was undertaken through three teaching workshop modules throughout the summer of 2002. We found ourselves in the difficult position of having to refuse entry to the course to a number of applicants due to the sheer number who wanted to join us. We did however achieve representation not just from Romania but also from Hungary and Slovakia.

The British team involved in the work was also significantly expanded to include new personnel, notably Andrew Shepherd, an architect who also lectures on the AA Course and at Sheffield Hallam University, and Philip Desmonde, a structural engineer, together with additional craftsmen from specialist companies with substantial reputations in Britain. This has enabled the teaching base to be expanded and has provided tuition on a wider spectrum of activities.

All of this has resulted in major media interest in the work, and has touched public curiosity. The number of visitors to Banffy Castle has noticeably increased during the past two years. Part of our remit, of course, is to publicise not only the work of the course, but also why it is being undertaken and why it is important to the wider development of conservation in Romania. Consequently during the summer of 2002 we held a 'Cultural weekend' where a number of events were staged including an opera performance, traditional folk music and dancing, activities for children, and interactive demonstrations of the different craft skills by our craftsmen. This brought over 1,000 people through the gates of the castle in a single weekend. It will be further developed in 2003 in direct co-operation with the British Council.

The Romanian Ministry of Culture and The British Council continue to support the project, and from our recent discussions it is clear that its continuation will be actively encouraged. The techniques and materials used in the work are not standard in Romania and have therefore been subject to scrutiny by the Romanian authorities, including their equivalent of our Building Inspectors. This is beginning to lead to technical innovation and changes to regulations. We now have Romanian Building Inspectors attending the courses!

The direct connection with Romanian universities was also expanded during 2002, and most importantly the Post Graduate Conservation course at the Babes-Bolyai University of Cluj now formally includes practical tuition training through the attendance of its students on the BHCT course.

At the historic village of Rimetea one of the earliest timber houses in the Carpathian basin was restored through the project. This provided a sound teaching base for the study of repairs to historic timbers and helped in teaching the local workforce how to care for and repair their buildings. Accommodation for the craftsmen and students was provided at the house which the IHBC has helped the Transylvania Trust to secure. The house is now fully fitted and is available for IHBC members and other scholars who may wish to offer their expertise to the area. The principal source of funding for the 2002 work was The Getty Grant Programme, and that fund was supplemented by The Hungarian Apaczai Fund through the Hungarian Ministry of Education.

During the latter part of 2002 we were able to secure further major funding from the World Monument Fund for the restoration for a further area of the castle, known as the Miklos building. By the time you read this report, work will already have commenced on that stage. On completion of its restoration, the Miklos building will provide a permanent headquarters for the BHCT Centre at Banffy Castle.

The project continues to be supported at the highest level by the Romanian and Hungarian Ministries of Culture, the British Embassy and the British Council, and is beginning to attract the interest of British based cultural tourism companies offering architectural tours of Eastern Europe.

The original purpose of the project however has not been lost, and additional workshops are currently being organised for implementation in 2003, when we anticipate that up to 70 additional students will be attending the course.

Since I reported to the AGM last year the interest from international sources in the work of the IHBC has increased immensely and consequently our international remit has also changed. You will see that the title of European Secretary no longer exists. We now have an International Secretary, in Rob Parkinson, and I continue in the role of South East Europe Projects Director.

Again I would like to pay tribute to the professionalism of the Transylvania Trust and to thank all of those who assisted us in our work. Particularly the continued support of our Chairman, Eddie Booth, who visited the project last September, and who will no doubt elucidate freely at conference, with the benefit of the local plum brandy, on the achievements and continued importance of the work.

We are always keen to widen the support base of the project, so if you are able find time in your busy agenda and feel you could give genuine assistance to the project please contact me. Equally if anyone has any ideas on funding possibilities I would be pleased to hear from you.

David Baxter

TECHNICAL SECRETARY

This year saw the publication of the Committee's second guidance document, *A Stitch in Time*, giving advice about maintenance of traditional buildings aimed particularly at owners of historic buildings. It was published in conjunction with

SPAB and with funding from English Heritage and was launched in the autumn, during SPAB's Maintenance Week. We are very grateful to David Wrightson for writing the document and for the tireless and cheerful way in which he saw it through umpteen drafts. Multiple copies of *A Stitch in Time* have been sent to all conservation officers with the intention that they be widely distributed to building owners. Further bulk copies, at a heavily discounted rate, are available from the Technical Secretary. Our first publication, *The Repair of Earth-Walled Buildings* is also still available from the Secretary.

The publication of *A Stitch in Time* was a fitting climax to Jenny Chesher's term as Technical Secretary and in December she handed the reins over to me. Jenny remains a member of the Committee, but sadly we have lost James Webb who has found it increasingly difficult to juggle professional and private demands, particularly since becoming a Dad last summer. We hope to recruit a new member from the Midlands or North West.

The Committee will shortly be publishing a guidance note on opening small-scale quarries for the production of stone roofing slates. This document has been prepared by the Stone Roof Working Group. We are also considering publishing a document about growing wheat straw for thatching. This is being prepared by John Letts of the Committee on the Conservation of Historic Thatch and is a practical guide for farmers.

The controversial question of thatch continues to occupy us. Since the publication of the English Heritage guidance note on thatch and thatching, which provides policy guidance to local authorities when dealing with applications for change of thatching material or style, there have been several disappointing appeal decisions. We hope shortly to undertake a survey to try to establish which local authorities have adopted thatching policies and how helpful these are in dealing with applications for change of material or style and in tackling appeals.

Committee members are continuing to work on articles for *Context*, and forthcoming items include removal of graffiti and dealing with flooding in historic buildings.

I hope to continue Jenny's work to develop the role of the Technical Committee, and welcome suggestions about how the Committee can help you.

Alison Henry

IT CONSULTANT

In June 2003 the IHBC website will pass its fifth birthday. From a very modest beginning it has gradually been built up into a substantial site, acting as both an advertisement of the work of the Institute and as a portal for discussion and links within the conservation community.

A major reordering of the site took place during 2002 and much effort was put into clarifying and increasing the scope of the site to project a professional image of the Institute in parallel with its expanding role. This involved a great deal of extra work

on the site that was only enabled by the Institute taking me on as a professional web host on my retirement from English Heritage. This has allowed more time to be spent on developing and publicising the site with the result that visits have increased from approximately 2,000 to almost 35,000 a week.

A major new addition to the website was started in November 2002 when the first part of the *Context* On-Line archive went live. The onerous task was completed in April 2003 with all the main articles of the back catalogue of *Context* now on-line. New issues will be added to the archive only once 12 months old, to protect the *Context* subscription revenues.

The articles in *Context* are written by the leading exponents in the field and have been an invaluable source of information for all disciplines within the conservation sphere. The archive is searchable by keyword and an extensive index provides links to articles listed under the issue they appeared in. This will provide a major source of knowledge and research in all aspects associated with conservation and will, hopefully, open up debate that can be expressed in another major aspect of the website, the Discussion Forum.

The Discussion Forum is an open public forum where views can be expressed on all aspects of conversation. Comments can be made on all postings and this has resulted in many useful and long running debates opening up. It was also revamped in 2002 to provide improved clarity which has been reflected in the increase in contributions from all over the world. My e-mail bag regularly includes compliments and feedback on the forum and one such was addressed early in 2003 with the addition of an 'Overseas Contributions' section.

The increase in visitor numbers has opened up the site's attractiveness as a source of advertising revenue. The first paid job advertisements appeared late in 2002 and have appeared regularly since then. An advertising link to the Amazon on-line bookshop was set up before Christmas 2002 and is starting to provide a small income for the site. It is hoped that advertising revenue can be increased steadily with the eventual aim of making the site self-financing.

The IHBC website is a tool to be actively used by all. It is a forum to express and seek opinions, to find or advertise national and local events, a research portal to delve within the collective knowledge of the Institute and a source of links to external organisations in the field. It is there as a service to its members and benefits from their continued input.

Peter Badcock

THE INSTITUTE'S OFFICERS 2002–2003

Malcolm Airs is an architectural historian and former conservation officer with South Oxfordshire District Council (1974–91). A historian with the GLC Historic Buildings Division (1966–73), he moved for a year to become the Architectural Editor of the Survey of London. After 17 years as a conservation officer, he was appointed Reader in the Conservation of the Historic Environment at the University of Oxford and a Fellow of Kellogg College. He has published three books: *The Making of the English Country House, 1500–1640*, 1975; *The Buildings of Britain: Tudor and Jacobean*, 1982; and *The Tudor and Jacobean Country House*, 1995.

A founder member of the Association of Conservation Officers (ACO), Malcolm Airs has been a Royal Commissioner (RCHME) and is currently a member of the Historic Built Environment Advisory Committee of English Heritage.

Eddie Booth is a planner and urban designer, now in the private sector, and has been offering conservation consultancy services to the public sector since 1998. Formerly the Conservation Officer with the Metropolitan Borough of Calderdale, he was a Historic Areas Advisor with English Heritage in the West Midlands, the South West and in London.

Eddie has been an external examiner with Oxford Brookes University, and has been a member of the RTPI Conservation Panel (1992–99), the BSI Committee on the BSI Guide (1994–99) and CoTAC (1993–2000). A member of the organising committee of the 1988 Hebden Bridge School, he has assisted in three successful South East Branch conferences in Lewes, as a member of the South East Branch Committee.

Richard Morrice, an architectural historian, has been an Inspector of Historic Buildings at English Heritage/DOE since 1982. He was Projects Officer between 1991 and 1995 and has been Secretary since then. He is Events Secretary of the Society of Architectural Historians of Great Britain and a course tutor on the RICS Conservation Course, and a member of both a Diocesan Advisory Committee and a Historic Churches Committee. He is the Institute's Representative on the working party on the Church Heritage Database.

John Yates is an English Heritage Inspector of Historic Buildings in the West Midlands Region since 1989, previous employers include Erno Goldfinger and the Greater London Council. Currently IHBC Vice Chair, Policy and Practice, and Chair of West Midlands Branch. Canal carrier and former coal merchant, married with one son.

Ronnie Robertson is Conservation Officer with North Yorkshire County Council. Formerly with the Moray Council, he is a Fellow of the Society of Antiquaries of Scotland. He was Scottish Branch Representative for some years during the later 1980s.

Gus Astley studied architecture at Birmingham and gained a scholarship from SPAB in 1971. He subsequently worked as an architect in private practice in Birmingham dealing exclusively with conservation projects and then as a local government conservation officer in Cambridgeshire County, Chester City, Monmouth Borough and latterly, since 1989, in Bath (which became Bath & North East Somerset). Serious long-term illness has resulted in early retirement at the end of January 2003. Formerly Assistant Editor of *Context*, he has been Membership Secretary of ACO and IHBC since 1994.

Nigel Barker is an architectural Historian with a doctorate on the history of the Board of Ordnance and the AA Diploma in Conservation. He was first employed by Surrey County Council in 1982 as part of the Accelerated Listing Resurvey. Having listed most of Surrey, he was retained by Surrey CC as a Historic Buildings Advisor. Later Conservation Officer with Waverley Borough Council in Surrey, he is now a Historic Areas Advisor with English Heritage at its Guildford office.

John Preston read Architecture and Art History at Cambridge University and is now Conservation and Design Officer with Cambridge City Council. He was ACO East Anglia Branch Representative 1986–96. As a member of the Education Committee, he represents the Institute on CoTAC (Conference on Training in Architectural Conservation) and on the Supervisory Board for the Register of Architects Accredited in Building Conservation, as well as on working groups developing NVQs on Conservation Control and Conservation Consultancy. He is an external examiner for the Anglia and Nottingham conservation courses and is a printmaker and painter.

Dave Chetwyn has MAs in Architectural History (Keele University) and Town Planning (University of Central England). He is a Senior Planning Officer (Design and Conservation) with Stoke on Trent City Council and has 15 years experience of planning, design, conservation and regeneration project work. Dave has also been a part time adult education tutor for Keele University, lecturing on 20th century architectural history. In February 2002 he gave evidence to the Urban Affairs Parliamentary Select Committee as part of its inquiry into *The need for a New European Regeneration Framework*.

Bob Kindred MBE BA IHBC MRTPI is Borough Conservation Officer for Ipswich Borough Council, a post created in 1987. He edited *Context* for nine years until 1999 and continues to maintain for IHBC the National Database of Listed Building Prosecutions. He is the Institute's Government Liaison Secretary in his capacity as a Heritage Advisor to the Local Government Association and is a member of the Institute's Policy & Practice and Legal Committees. He was IHBC's representative on the UNESCO UK Culture Committee until 2002.

He is currently a member of the ODPM/DCMS Working Group on rewriting PPGs 15 and 16; a member of the DCMS Project Board for the review of heritage legislation due to report in early 2004 and Chair of the Task Group of the DTI sponsored Partners in Innovation *Maintaining Value* research project for the charity Maintain Our Heritage.

Frank Kelsall joined the Historic Buildings Division of the London County Council after graduating in history from Oxford in 1964. He worked with the LCC and the GLC until the abolition of the GLC in 1986, mainly as an architectural historian but also, at various times, doing listed building control work, running the scheme of commemorative blue plaques and supervising the recording of threatened buildings. After transfer to English Heritage in 1986 he became an Historic Buildings Inspector, working mainly in his native North West England, until he took early retirement in 1998. Since then he has acted as Casework Adviser to the Ancient Monuments Society and founded an historic buildings research company, The Architectural History Practice Limited. He joined the IHBC Law Committee after he retired from English Heritage for whom he had conducted many public inquiries.

Robert Parkinson studied architecture at Oxford Polytechnic and UCL, and worked as an architect in private practice in London. After completing an MSc at Birkbeck in Urban & Regional Planning, he worked in the Urban Design Group at Lambeth, and as Principal Architect/Planner in Westminster. Currently Head of Conservation Design and Landscape Service in West Oxfordshire, and member of Oxford DAC. Treasurer of ACO and subsequently IHBC since 1994. He resigned as Treasurer at the end of the 2001–2 financial year (ie 30 September 2002) but has continued to compile the accounts for that year. He has taken over the International Secretary portfolio on Council.

David Baxter was, until local government reorganisation, Conservation Officer with Hereford City Council, and is now with the Conservation Team at Herefordshire Council. Initially a planner, he has an urban design qualification and an MA in architectural history.

Alison Henry, a geography graduate from Exeter University, joined South Somerset District Council in 1985 and gained a Diploma in Architectural Conservation from Bristol University in 1990. In 1993 she qualified as a stone conservator at Bournemouth University. After working on the restoration of the West Front at Salisbury Cathedral she established a small stonework conservation business, specialising in rope access work. She continues to work part-time at South Somerset District Council as Historic Buildings Advisor.

Peter Badcock was a Senior Conservation Engineer with English Heritage for 28 years, but has recently taken early retirement. He is a Chartered Civil Engineer and gained a Postgraduate Diploma in Building Conservation from the Architectural Association in 1995. His love/hate relationship with computers is purely self-taught, in an effort to keep up with his teenage son.

Michael Knights has been Treasurer since 2002. He has been Head of Conservation at Norfolk County Council for the past ten years. A planner by training he was formerly the Director of the Heritage Brewery Museum at Burton-on-Trent and, before that, Conservation Officer for East Staffordshire District Council.

Julia Smith has been Conservation Officer with Milton Keynes Council for three years. Formally at Buckinghamshire County Council and Test Valley Borough Council, she is a planner with an AA Grad Dip Cons. Julia has been Branches Secretary for three years; she previously held the post of South Branch Representative for five years.

BRANCH REPORTS FOR THE YEAR 2002–2003

SCOTLAND

The Scotland Branch was involved in another varied programme of events during 2002–03. The AGM and Spring/Summer Day in Dundee included an interesting trip round Gardynes Land with Neil Grieve of Tayside BPT. This 17th century building is the subject of an extensive restoration funded by the Heritage Lottery Fund and Historic Scotland. On October 4th we held a joint study day with the Architectural History Society of Scotland and the Scottish Civic Trust on 20th century architecture in Scotland. The theme focused on *Architecture & Planning – Towards a sustainable Modernity* and drew an audience from a wide range of backgrounds.

On 6 December we held another joint study day in Haddington this time with the Institute of Field Archaeologists on Conservation and Archaeology of Historic Buildings. This proved to be a very successful day and was fully booked. Definitely something to be repeated in the future, joint days work well as a liaison tool and make for livelier debate between complementary disciplines. The day included a tour of historic Haddington and discussions on the archaeology of 42 Market Street, Haddington – intended for demolition before it was discovered to date in part from the 1400s. Also an interesting discussion on the roles of conservation officer and archaeologist in saving historic buildings.

Our first event of 2003 was an IHBC Study Day at the Scottish Lime Centre Trust, Charlestown, Fife on 21 March. Again this was well attended and not just by our own membership; some building professionals also came along which made for some interesting and constructive discussion. Topics covered were: training at Charlestown Workshops; the range and scope of the Trust's buildings advisory service; environmentally conscious building materials, paints and finishes and their compatibility with traditional 'breathing' masonry wall construction; and an overview of the diverse range of materials and finishes distributed by the Scottish Lime Centre Trust.

A quite fantastic lunch was followed by a guided walk around the industrial heritage of Charlestown to look in particular at the use of lime in traditional buildings finishing up at the Experimental Lime Kiln. There was also a demonstration of slaking and mortar making and the opportunity to try out some of the environmentally conscious paints etc.

The Branch has also sponsored two conservation lectures – one at Dundee University, the other at Edinburgh College of Art, each being part of an established series of lectures/master classes linked to post-graduate conservation courses.

Jim McDonald

NORTHERN IRELAND

The Branch has met on four occasions throughout the year. We continue to attract a reasonable turnout of members representing both the private sector and local government, with architects and planners mixing together generally on good terms!

We continue to choose venues and buildings around the province to enable as many members to attend as possible.

Our AGM took place in spring with a visit to probably one of the finest mill restorations in Ireland. Ballydugan Mill just outside Downpatrick is a superb example of the skill and craftsmanship of its owner, Noel Killen. This mill which was derelict when Noel acquired it many years ago is now a restaurant and small hotel with meeting and function rooms. Not only is it a good example of conservation practice and conversion but a testimony to the indomitable spirit of the individual as Noel undertook this work over many years and investing considerable time and toil in the process. Our AGM saw the election as Chair of Laurence Manogue, a new secretary in Sharon Brown, with Kenny Moore being elected unopposed as Treasurer and Malcolm Lake continuing as consultations and PR.

On the next visit in early summer we met with another indomitable spirit who is leading the THI group in Saintfield, a small market town in Co Down, and grappling with the intricacies of HLF funding and local people to deliver a THI project in the town. Harriet gave us a guided tour of the scheme with its nuances of influence and persuasion and some of the good schemes and also the frustrations of the systems. The visit was of particular interest to members who are both concerned with delivery and monitoring of THIs in Northern Ireland.

As a complete contrast, our visit to the west of the province once again to Enniskillen, we viewed the completed Clinton Peace Centre. This site which has many memories as being the location for one of the worst bombings. It is a very modern building and had been the topic of a previous visit several years ago whilst still a planning application. We had a talk on the design concept from Bill Maxwell of Richard Pierce's office which was both thoughtful and aided the understanding of this radical building. Needless to say the group's discussions probably reflect the ongoing debate on this topic of new build in conservation areas, with those more in favour having seen and viewed it in real life against those preferring a more traditional approach. The debate continues.

Our final visit was to Broughshane a small village near Ballymena again to a mill restoration. We had a presentation from the community development officer about the mill and its role in the local community. However, the lasting impression is one of the staggering achievement that this small village has achieved in community involvement and participation. Last year they acted as host as the European winner of the *Village in Bloom* competition. For a small village they have managed to create an amazing degree of participation and involvement at all levels in the care and appreciation of their surrounding and village. A visit here in the summer is a truly mind blowing picture of flowering hanging baskets and horticultural expertise and

infectious enthusiasm. As one of our members was heard to say ‘it must be something in the water’.

Thank you to all the branch members who attend and organise the varied visits around the province and to all the officers Sharon, Kenny and Malcolm for their continued support.

Laurence Manogue

WALES

The Wales Branch Committee has again met regularly throughout the year – nine times to be exact – but the organisation of events still proves to be a struggle. It appears that increasing pressure in our normal working (and home!) lives leaves little spare capacity to deal with professional issues.

Only one event was poorly attended, at Monmouth in June, despite interesting visits to The Kymin, the Shire Hall and a very imaginative residential conversion scheme at Glendower Street Chapel.

The Branch AGM at Builth Wells in November saw a radical change with the committee transferring north, under the new chairmanship of Sean Wood, for a trial period. Sean is the Managing Director of Y Faenol Cyf (The Vaynol Ltd) – a large country estate close to Bangor slowly developing into, amongst many other initiatives, a centre for built heritage conservation training. It is hoped that this change in Branch executive administration will induce a burgeoning of activity, and interest in North Wales whilst the old South Wales committee continue to operate as a sub regional group organising local events, etc. This experiment is being reviewed at an Extraordinary Branch Meeting in the spring.

One achievement has been the sterling work carried out by the Branch’s Education Officer, Alan Richards, in urging forward moves to establish the Institute as a major force in built heritage professional accreditation in potential association with Y Faenol Cyf (see above).

Diolch i bawb unwaith eto am eu cymorth a’u cefnogaeth, a bob lwc i’r bois y Gogledd!

Trefor Thorpe

NORTH

One of the smaller branches with around 50 members but steadily growing with another seven full, affiliate and upgraded members in the last year.

Changes in Branch Committee personnel have included: Stewart Ramsdale replacing Ian Goodman as Chairman and student member Samantha Lamb replacing Jules Brown as Secretary. John Pendlebury remains Branch Representative.

After a long break through pressure of work the fifth issue of the Branch’s own

Newsletter Brief re-emerged in the autumn of 2002, all thanks to the valiant efforts of Jules Brown, noted designer of the Institute's Membership Certificate, now on the living-room walls of all full Members.

CPD activities once again featured high on the Branch agenda, fulfilling the target of four seminars per year. They included: the funding, restoration and operational aspects of Sunderland City Council's recently restored and working Fulwell Windmill and visitor Centre; *Building Control – dealing with Historic Environments* presented by officers of the city and county councils of Durham; two Masterclasses: *Colour in the Historic Environment* by Michael Lancaster and *Streetscapes* by IHBC Chairman: Eddie Booth, hosted by Newcastle University and supported by the regional branches of English Heritage and IHBC.

All were very well attended amply justifying the considerable efforts of all those who went the 'extra mile' to ensure their success.

John Pendlebury

NORTH WEST

For the reporting period September 2001–2002 the main event was the Annual NW Conference in the crypt of Liverpool Cathedral on *The Future of Historic Places of Worship*. This was reported on last year along with the AGM in Manchester Town Hall.

Four Committee meetings were held throughout the year around the Branch area to reflect the four County areas of Cheshire, Greater Manchester, Lancashire and Merseyside. Thanks are due to the new Secretary, Anthony Blacklay, for the efficient way he has held together the business of the Branch.

Peter Hoey, Conservation Officer of Ellesmere Port and Neston, has put a lot of work into producing quarterly Newsletters for the Branch. These have grown in size and the extent of information. They contribute to regional identity with information on meetings, documents and cases and help a common understanding of regional issues.

During the year, Sheila Stones, Chair, and Nick Grimshaw, Treasurer, have both left the region for promotions further south. Our congratulations went with them and a great deal of gratitude for all the hard work they put in over the years. Under their regime the establishment of the conference has left the Branch in good heart and a better financial state. Graham Arnold and Ian Bond were appointed as the respective temporary replacements until the AGM in Chester in December 2002. They were elected to carry on for the following year.

The organisation of the next Annual NW Branch conference on the adaptation and use of historic buildings in the countryside was carried out in this period and will be reported on next year. Thanks go to Peter de Figueiredo, Marion Barter, Mike Scammell and others for their sterling work in making it a success.

Over the last few years, seminars have been organised around meetings of the conservation officers in their respective county groups. It is hoped this year that region-wide visits to projects in progress and specialist manufacturers, as used to happen in ACO days, will be re-instituted.

Graham Arnold

YORKSHIRE

The Yorkshire Branch has seen a welcome restructuring with a new Branch Chair, Mark Womersley (formerly from Calderdale Council and now working in the private sector) who has agreed to do a term of office. In addition, the Branch structure sees volunteers undertaking a number of tasks on behalf of the Branch and IHBC Council but everyone is welcome to meetings and to assist in running the Branch.

The main results are that a number of events are being held and planned over the next 12 months and a new newsletter has been published to inform and attract more members to meetings and events. The latest event in February was a guided tour of York City Centre led by Janine Riley and Louise Richardson of the Environment and Conservation Team at York City Council. A wide range of conservation issues was discussed including the reconstruction of the timber framed Barley Hall, contemporary and traditional development in the conservation area at Stonegate and Swinegate and creating disabled access in the Grade I listed Merchant Adventurers' Hall.

The next event on 13 May 2003 is a tour around Cusworth Hall, Doncaster. Designed by Platt & Paine dating from 1740–45 and Grade I listed, owned by the local authority, and housing the Museum of South Yorkshire Life. A Heritage Lottery Fund grant of £4.8 million has recently been awarded towards the estimated total cost of £7.5 million to restore the Hall and Park. The tour will be followed by the Yorkshire Branch Annual General Meeting.

E-mail is an area the Branch intends to develop in 2003 as both a quick means of informing a large percentage of the Yorkshire membership but also to reduce the amount of time and cost taken corresponding by other means. The Branch has over the years been run largely on sponsorship and proceeds from events but this is becoming more difficult to achieve when offering a non-commercial programme, and a business plan is being put together to address the cost implications of running the Branch with the support available.

Stephen Bateman

EAST MIDLANDS

In September 2002 we visited The Workhouse, Southwell, Nottinghamshire, one of the National Trust's latest flagship properties. The event was a very popular and ensured we had very good attendance at the AGM which followed our visit. This

year we have welcomed a good number of new members to the Branch Committee but have also lost our Vice Chair, Sarah Woodcock, to a new National Trust position in Cumbria and our past Chair, Karl Cooper, felt the need to escape us so badly he moved to New Zealand!

We have a thriving committee with enthusiastic, committed and hard working members but we always welcome new members. We especially need to ensure that we have a full complement of County Representatives who report on the work of the Committee to conservation officers' meetings and to feed back opinion to the Committee. We have had no Representative for Leicestershire for the past two years and this has meant the County has no voice on the Committee and that Leicestershire members are not kept informed of the work we have been doing through feedback to County meetings.

One of the principal concerns the Committee has expressed in the past few months has been the decline in status of conservation services and the disbanding of conservation teams throughout the region.

Members of our committee have been representing the Branch and the IHBC nationally on various new 'talking shops'. I have been attending meetings of the newly formed East Midlands Regional Heritage Forum, a group that aims to give the Heritage sector a regional profile and place heritage issues on the agenda of the East Midlands Regional Assembly. The Forum includes Representatives from English Heritage, National Trust, CABE, ALGAO, East Midlands Amenity Society Association, Association of Preservation Trusts, Government Office, East Midlands Development Agency, Heart of England Tourist Board, Historic Houses Association, Heritage Lottery Fund, EM Museums Libraries and Archives and the Regional Assembly. The first task of the Forum was to produce a *Viewpoints* document which attempts to identify and record the regions current environment and the issues that face it. This was presented to the Regional Assembly in September 2002 and a contribution to the publication enabled us to send copies to all IHBC members in the region.

The Branch Committee is currently working on a September conference to be coupled with the Branch AGM on *How to Play the Media Game*. This will be held at Derby University on 12 September and hopefully will help prevent those scary moments like drying up whilst a microphone records all your agonising or being starved for words in front of a camera! Look out for details.

Fiona Newton

WEST MIDLANDS

Enthusiastic and passionate, the West Midlands Branch is a motivated group. Branch meetings and study visits were well attended last year, reflecting the commitment of members to Branch activities and their Institute. A special note of appreciation and recognition should be made for the hard work and dedication of the Branch Officers.

In September 2002 the Branch Conference *New Design – Old Places* explored the different approaches to the design of new development in historic locations. This successful one-day event had a captive audience. The Law and Practice roadshow arrived in the West Midlands on 18 December 2002 and provided an update on Repair Notices, Urgent Works Notices and Section 215 Notices. A request at Branch level was made for similar future events.

The engaging quarterly Branch newsletter has, without fail, continued to update Branch members on national matters, consultations, local affairs, technical and legal issues. Also included in each newsletter is a fly-on-the-wall account of each study visit. This not only provides members that were unable to attend with an entertaining exposé of the visit, but also provides an insight for those members who did!

Karen Holyoake

SOUTH WEST

The main event for the year was the 2002 Annual Conference dealing with *Access to the Historic Environment*. The success of the day owed a great deal to Nichola Mason of Devon County Council who was the principal organiser.

The Branch accounts showed a healthy balance primarily due to income from the Conference. This allowed the Branch to help underwrite the costs of local exhibitions and craft skills initiatives. Finances have also permitted Neil Buick to continue his excellent efforts as Editor of Edition 5 of the *South West Bulletin*. The ‘public face’ of the Branch is being produced approximately every nine months.

Following the publication of *A Force for our Future*, English Heritage set up a South West Historic Environment Forum to both take forward some of the recommendations including the preparation of a *Strategy for the Historic Environment in the South West*. David Stirling has been an active participant in the Forum and the Branch submitted written comments on the draft strategy that emerged during the year. The Branch also submitted comments to English Heritage on the *State of the Historic Environment Report* which was published towards the end of 2002. More recently officers of the Branch were pleased to assist in answering press enquiries arising from the *Local Authority Conservation Provision* survey.

Looking back, the Branch AGM held on 19 April 2002 exposed difficulties in recruitment. In short there were no nominations for the post of Chairman or Branch Representative. David Stirling was persuaded to ‘caretake’ the role of Chairman but the absence of willing volunteers has been worrying. The Branch has also managed to send surrogate Representatives to each meeting of Council in the form of Greg Beale, until prevented by injury, and more latterly Colin Ellis. Despite these difficulties the Branch Committee met five times during the past year and was generally successful in undertaking functions by sharing the workload. We have experimented with varied venues for the meetings so that committee members living in outlying parts are not always faced with long journeys. However, before the key

positions of Chairman and Branch Rep can be filled fresh blood is needed within the Committee. With 12 new members joining during the year, Branch membership stands at over 220 and we look to the general membership for assistance. Future plans include hosting a Law and Practice Seminar and an autumn Conference based on the theme of *Informed Conservation*.

Ian Lund, Branch Secretary

SOUTH

With a severely reduced committee, this past year has been one of 'treading water' with a number of events still in the planning stage. Activity has been confined to local conservation officer groups. Both the Hampshire/Isle of Wight and the Berks/Bucks and Oxon groups have met regularly with interesting visits and meetings exploring topical themes. There has not been a shortage of events in which to participate within the region.

Stronger links have been forged with the architectural community with your Chairman's appointment to the RIBA South Conservation Group committee and a number of joint events and visits are planned.

The Chairman and Vice-Chairman have both represented the IHBC on the South-East Historic Environment Forum which has been instrumental in the production of the first regional State of the Historic Environment Report. The forum provides an extremely useful point of contact with members of other organisations within the Historic Environment sector. It is also a useful route into the political arena of regional government valuable in these times of change and pressure.

Gill Butter

SOUTH EAST

With the publication of the 2003 edition of the Members' *Yearbook* the Branch has refocused its endeavours on means to increase participation in its meetings. Following the example set by the well-attended visit to Lamb's Brickworks, which preceded the AGM, the Branch Committee has been looking to add value to its meetings in order to give them wider appeal.

The Saturday visit to Brookwood Necropolis in early April should therefore be seen in this context. Certainly, as an historic site, it provided participants with an unusual opportunity not only to see how the Victorians managed death but also to visit the associated 20th century military cemeteries. A totally different perspective also manifested itself during the course of the visit when the cluster of people gathered around a car next to one of the chapels proved to be priests blessing it as part of a service rather than a discussion of its merits or physical maintenance!

At the meeting which followed the visit to the Necropolis, it was agreed that a quarterly Branch newsletter would be issued to help keep members informed of

local – and national – matters of interest. All contributions for inclusion will be gratefully received!

Paul Barker

EAST ANGLIA

As the year has passed by the organisation of the 2003 Annual School has increasingly dominated the activities of the Branch. About a dozen Branch members are actively engaged in the organisation of the event, meeting with ever-increasing regularity in Norwich. The programme for the school is a departure from the norm of the past few years with far more opportunity to see the impact that conservation is having in local communities.

Earlier in the year the Branch organised two events. A Timber Frame Repair Day in partnership with Mid Suffolk District Council was attended by nearly 100 delegates. The speakers were all practitioners in their particular field. The success of this event, not just numbers, but the range and variety of backgrounds of the delegates has encouraged the Branch to consider organising more events in partnership with other organisations.

Our second event, supported by over 50 delegates, on *New Design in the Historic Context*, was held in Cambridge. A variety of speakers demonstrating very different approaches to the subject meant a great deal of discussion amongst the group. A tour of new developments in Cambridge formed part of the day.

The Branch also produced three excellent newsletters produced by our multi-talented Chairman. Over the past year the Branch has financed much of its activities by direct sponsorship of events and newsletters.

Mike McConnell

LONDON

A series of autumn meetings spread carefully across the months, all seem to have bunched up together at the end of last year.

At the beginning of November we had a fascinating visit to, and tour of, Headstone Manor, a timber framed building on a moated site. It contains a hybrid open/aisled hall, a later cross wing and further historic extensions to the west. Major structural intervention is required to keep the original parts of the building standing, and the design, detail and principle of the steel frame was the subject of considerable debate. I am grateful to Sarah Buckingham for leading the exploration of the building and explanation of the proposed works.

At the end of November, there was a day Conference on High Buildings, held jointly with the RICS and UDG/UDA. This very topical subject attracted a good audience to hear the differing views on the need for high buildings and the relative importance of location and design in determining the acceptability of tall structures. Our thanks

to Barry Sellars who put in a lot of hard work in organising a very successful day – albeit one that did not result in universal agreement!

The third meeting, at the beginning of December, was held at Kensington and Chelsea Town Hall, and featured an illustrated talk by Mike Brown on the threat to local hostelrys, and how such buildings might be protected by local listing or other means. This matter was raised at Council and will, hopefully, feature in *Context* in the near future. The second matter dealt with at the meeting was the deteriorating relationship between the London Boroughs and English Heritage. There was a debate on the concerns raised in my report as a result of which I wrote to Philip Davies – the EH Regional Director. That, and his response, led to a meeting of a ‘focus group’ and we are now consulting all London boroughs in an effort to improve the working relationships with EH and to ensure that we achieve positive and real results.

Finally, we are planning our AGM for May, before the Annual School, and I would once again like to thank David McDonald (Vice Chairman) and Kate Ainslie-Williams (Events Secretary) for their sterling work. Also many thanks to Barry Sellars for both the Day Conference and, as Treasurer, for keeping us on an even keel.

Jon Finney

THE INSTITUTE'S BRANCH REPRESENTATIVES 2002–2003

SCOTLAND

Jim McDonald is Principal, Heritage and Design with Glasgow City Council, being previously with North Lanarkshire Council, Westminster City Council and English Heritage. He has a BSc in Geography for Edinburgh University, an MPhil in Town Planning from the Bartlett and the RICS Diploma in Building Conservation.

THE REPUBLIC OF IRELAND

Bernard Dee is a Director of the recently set up Architectural Conservation Company, based in Dublin, and formerly with An Bord Pleanála, the Republic's Planning Inspectorate. He was a former Scottish Branch Representative in a previous existence, when he was a conservation officer with a Scottish local planning authority. He is a planner by training, and holds the Diploma in Architectural Conservation from the Edinburgh College of Art.

NORTHERN IRELAND

Laurence Manogue is continuing his career break and has recently formed his own practice enterprisingly called Manogue Architects, specialising in work to historic areas and buildings.

WALES

Trefor Thorpe is a Senior Conservation Architect with Cadw: Welsh Historic Monuments. He was, until November 2002, Chair of the Wales Branch and continues as Branch Representative for the time being.

NORTH

John Pendlebury is a Senior Lecturer in the School of Architecture, Planning and Landscape at the University of Newcastle upon Tyne. He is responsible for postgraduate programmes in planning and urban conservation. Previous positions have included Liaison Officer for the Settle-Carlisle Conservation Area Partnership and Conservation Officer for Gateshead MBC.

NORTH WEST

Graham Arnold is Conservation Officer for the Wirral. After architectural and planning qualifications he worked for Liverpool City and Merseyside County Councils in local and structure planning and development control. A year at York studying for the Diploma in Conservation Studies re-oriented his interests and since then he has held conservation officer posts at West Lancashire and Sefton. In his involvement with ACO and IHBC he has been variously Branch secretary and chair and the national Consultations Co-ordinator.

YORKSHIRE

Stephen Bateman, architect, is Heritage Manager for the City of Bradford MDC. He heads a team of conservation officers dealing with 5,800 listed buildings and 56 conservation areas. A member of the Bradford Diocesan Advisory Committee, he is also a member of the Bradford Cathedral Fabric Advisory Committee. For the Institute, he has recently completed the production of the new Business Plan.

EAST MIDLANDS

Fiona Newton is a Conservation officer with East Lindsey District Council in Lincolnshire where she has been since 1997. Prior to that she worked at Gedling Borough Council and Nottinghamshire County Council. She holds a degree in history and geography, a postgraduate diploma in planning and an MA in Architectural Building Conservation. She has been Branch Secretary of the East Midlands Branch since the Branch Committee was set up in 1994, following Lincoln ACO Annual School, in which she was involved as an organiser. Formerly IHBC Minutes Secretary from June 1999 she became East Midlands Branch Representative in September 2000.

WEST MIDLANDS

Karen Holyoake is presently the Project Officer for the Bilston Townscape Heritage Initiative at Wolverhampton City Council. The main aim of the initiative is to make possible the continued viable use of the buildings that make up the special architectural character of historic urban areas. Previously she worked at Ridout Associates for five years as a conservation scientist providing specialist advice on a range of problems resulting from building failure or neglect. Before joining Ridout Associates she worked at a busy architectural practice on both public and private sector developments. Karen obtained her degree and postgraduate diploma in architecture and postgraduate diploma in town and country planning at the University of Central England in Birmingham. She is currently registered as a PhD research student at De Montfort University exploring the social and cultural perspectives associated with the re-use of historic urban industrial buildings.

SOUTH WEST

David Stirling has been Head of Conservation and Urban Design with North Wiltshire District Council since 1996. He heads a multi-disciplinary team of 20 dealing with a wide conservation remit. He is a planner with an architectural conservation diploma. He is also a member of the Bristol Diocesan Advisory Committee.

SOUTH

Gill Butter is an architect with New Forest District Council and was formerly Conservation Officer with West Berkshire Council.

SOUTH EAST

Paul Barker, as with many other conservation officers, had his first ‘real world’ experience with the historic built environment as one of the Field Inspectors working on the Accelerated Resurvey of Listed Buildings in the early 1980s. Based in Cumbria, he eventually became the county’s Historic Buildings Officer until cost cutting led to a career as a private consultant, working for English Heritage and various local authorities. In 1991 Paul joined the Conservation Section at East Lindsey District Council in Lincolnshire where he stayed for some five years, participating in various grant schemes including one of the CAPS pilots. Prior to leaving to return north to work for Allerdale Borough Council back in Cumbria, he was part of the organising committee for the ACO Annual School in Lincoln. His most recent migration was to the other end of the country where he started in his present post as Conservation and Design Officer with Wealden District Council. Paul was elected Chairman of the South-East Branch of the IHBC in 2002.

EAST ANGLIA

Mike McConnell first started working with local building materials in Tamil Nadu, South India on small-scale irrigation projects. Returning to the UK, he started a building firm specialising in the repair of historic buildings using traditional materials and traditional skills. (Okay, he did have an electric drill, and a few other things). Mike won a number of conservation awards for his work. He enrolled in the first intake of the University of Cambridge Conservation of Historic Building Courses. About six years ago he joined a local authority as Conservation and Buildings at Risk Officer concentrating wherever possible on educating and training builders and owners. Recently he started his own business as a consultant.

LONDON

Jon Finney is an architect and planner. After qualifications and private practice, Jon has worked in conservation for various London boroughs over the past 25 years. He is now the Principal Architect/Planner at the London Borough of Hillingdon dealing with urban design and conservation issues. He is a member of the Victorian Society and the Urban Design Group. He also chairs the LAMAS Historic Buildings and Conservation Committee dealing with all London cases referred to the CBA under the terms of PPG15. Jon took over as IHBC London Branch Chair in 2000 from Rosemarie MacQueen, having previously been Vice Chair.

FINANCIAL STATEMENT AND TREASURER'S REPORT 2002

TREASURER'S REPORT

ACCOUNTS FOR YEAR 30 SEPTEMBER 2002

I present these figures for last year, up to 30 September 2002, when my term of office ended. The figures are in the traditional ACO/IHBC format. The small numbers in this report relate to items in the accounts, copies of which will be available at the AGM. A copy has also been posted on the IHBC downloads site www.ihbc.org.uk/downloads.htm. Because of the absence of the returns from Ireland 32, and Publicity 52, and the incomplete IT inventory 79 and 80, I have had to apply assumptions to these items. These assumptions were reported to Council on 6 March 2003.

Income continued to grow, subscriptions were again up, but have now levelled off. The income and expenditure figures for the Annual School 55 and 88, and Romania 56 and 89, now appear in full, rather than as a balance. Substantial grants were received for the work in Romania 53. The South-West Branch has once again had a particularly successful year 41, and the North West 37, and Editorial Board 46 and 47, have also had good results. Income from other branches and committees was however, disappointing. Once again, labels sales have exceeded all previous records.

Expenditure has grown in line with the expansion of our activities. The largest single item related to IHBC work in Romania 88, but this was completely covered by grants received 53. The second largest expenditure item was the Annual School 89. Publications spending was lower than the previous year 74, and itself offset by income under the new arrangements 46 and 47. A review of IT assets gave rise to the higher depreciation figure recorded 80. Computer equipment depreciation appears as a figure of 40 per cent pa. Membership costs have again slightly decreased 85, reflecting the good work on management of the database and subscription collection and monitoring.

Assets at 30 September 2002 indicate a further significant increase in reserves, and a good spread of working capital across the Branches and Committees. The declining value of IHBC equipment, mainly computers, is reflected in the figure shown 114, and the level of the year's purchases 78. Overall, the figures indicate very satisfactory growth in the end of year, with a balance of over £165,000, in contrast with over £135,000 last year and £113,000 in the previous year.

Robert Parkinson

30 March 2003

THE BUSINESS PLAN 2003

A copy of the summary of the Business Plan is being distributed to members of the Institute separately. Richard Morrice, who has been in charge of drawing the Business Plan together, will introduce it to the Meeting and the opportunity will be available for Council to be questioned about it.

ELECTION OF OFFICERS AND NOMINATION OF BRANCH REPRESENTATIVES

ELECTION OF OFFICERS

The following nominations have been received at the registered office of the Institute of Historic Building Conservation:

Chair – Eddie Booth

Proposed by James Edgar; seconded by Robert Parkinson and Gus Astley. Eddie Booth is standing for re-appointment as Chair.

Vice Chair – John Yates

Proposed by David Burton-Pye; seconded by Karen Holyoake and Iain McCaig. John Yates, a former West Midlands Branch Representative, has been Vice Chair Policy and Practice since the resignation of Mark Strawbridge early in 2003. Since then he has been co-opted by Council.

Treasurer – Michael Knights

Proposed by Amanda Rix; seconded by Stephen Heywood and Eddie Booth. Michael Knights is standing for re-election.

Education Secretary – John Preston

Proposed by Gus Astley; seconded by Robert Parkinson and Jon Finney. John Preston is standing for re-election.

Publicity Secretary – Sarah Buckingham

Proposed by Sheila Stones; seconded by Alan Byrne and Nicholas Antram. Sarah Buckingham graduated in Ancient History and Egyptology from UCL in 1985 before working as a freelance archaeologist/ceramicist for several years, mainly in London and Egypt. She then tumbled into a career in planning, spending 11 eventful years in Tower Hamlets during which time she gained her Masters in Historic Conservation from Oxford Brookes, and two years as the Principal Conservation Officer in Harrow. In 2002 she moved to English Heritage where she now works in the South London Team as an Historic Areas Adviser.

Membership Secretary – Gus Astley

Proposed by David McLaughlin; seconded by Anthony Albon-Crouch and Robert Ladd. Gus Astley is standing for re-appointment as Membership Secretary.

Chairman of the Editorial Board – Nigel Barker

Proposed by Peter Mills; seconded by Ernest Shaw and Jo Evans.

NOMINATION OF BRANCH REPRESENTATIVES

The following members have been nominated by their Branches as Representatives on Council. The Meeting needs to confirm their nomination.

Scotland Branch – Jim McDonald

Republic of Ireland Branch – Bernard Dee

Northern Ireland Branch – Laurence Manogue

Wales Branch – Trefor Thorpe

North Branch – John Pendlebury

North West Branch – Graham Arnold

Yorkshire Branch – Stephen Bateman

East Midlands Branch – Fiona Newton

West Midlands Branch – Karen Holyoake

South West Branch – David Stirling

South Branch – Gill Butter

South East Branch – Paul Barker

East Anglia Branch – Mike McConnell

London Branch – Jon Finney

MOTIONS TO THE AGM

Motions to the Annual General Meeting shall be made in writing to the Secretary in the names of a proposer and seconder, both to be FULL members, at least 21 full days prior to the AGM. Urgent motions from the floor may only be accepted at the discretion of the Chair.

Full details of the Institute's AGM procedures are contained within clauses 10–13 of the Articles of Association of the Institute of Historic Building Conservation.

At the time of printing these papers one motion had been received at the Institute's offices.

