

Institute of Historic Building Conservation ANNUAL GENERAL MEETING

9.00 am Saturday 12th June 2004
The Refectory, University of Ulster, Magee Campus,
Derry/Londonderry, Northern Ireland

AGENDA

- 1 Apologies for absence
- 2 Minutes of the Annual General Meeting of the Institute of Historic Building Conservation held on 29 June 2003 at the University of East Anglia, Norwich, Norfolk, and the matters arising
- 3 Officers' reports
- 4 Branch reports
- 5 Financial statement and Treasurer's report
 - Resolution 1 – Accounts
 - To receive the Reports of the Hon Treasurer and Council for the financial year 1 October 2002 to 30 September 2003 and to approve the accounts for that period
 - Resolution 2 – Auditors
 - To appoint Larking Gowen, Chartered Accountants, as Auditors to the Institute, to hold office from the conclusion of the present General Meeting until the conclusion of the next General Meeting at which accounts in respect of an accounting reference period are laid.
- 6 Election of Officers and notification of nomination of Branch Representatives
- 8 Motions to the AGM:
 - At the time of going to press no motions have been submitted to the Secretary of the Institute.

**THE INSTITUTE OF
HISTORIC BUILDING
CONSERVATION**

www.ihbc.org.uk

Registered as a Charity,
Number 1061593
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Number 333780

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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 East Anglia, Norwich
Saturday 29th June 2003

Present

Malcolm Airs	Jon Finney	Martyn Nicholls
Gillian Arbery	Helen Garside	Chris Partrick
Robert Ayton	Philip Godwin	Robert Parkinson
Nigel Barker	Neil Grieve	Robert Platts
Paul Barker	Philip Grover	Lydia Porter
Liz Bates	Charmain Hawkins	John Preston
Chris Bennett	Collette Hall	Steward Ramsdale
David Blackburn	Mike Hein-Hartmann	Andrew Richards
Nathan Blanchard	Geoffrey Holland	Alan Richards
Ann Bond	Barbara Hornbrook	Robert Robertson
Eddie Booth	Jill Kerry	James Ross
Michael Brown	Bob Kindred	Jane Roylance
Nicholas Brown	Michael Knights	Robert Scrimgeour
Sharon Brown	Derek Latham	Edward Sargent
Sarah Buckingham	Roy Lewis	Martin Scott
Tom Burke	David Lovie	John Selby
David Burton-Pye	Bryony Lunn	Iain Smith
Jenny Carlile	Richard MacCullagh	Julia Smith
Dave Chetwyn	Rosemarie MacQueen	Prue Smith
Richenda Codling	Laurence Manogue	Mark Stobbs
Alastair Coey	Debbie Maltby	Sheila Stones
Bob Colley	Liz Marten	Jonathan Taylor
Aylison Cooper	Peter Mills	Robin Uff
Kate D'Este Hoare	Chris McCollum	Clare Vint
Henry Duckett	Mike McConnell	Paul White
David Edleston	Frederick Moore	John Wilman
Jo Evans	Jason Mordan	John Yates
Maxine Fiander	Richard Morrice	

1 Apologies for Absence

John Ashburn, Gus Astley, Beverley Bagnall, Catherine Bird, David Birkett, David Boyson, William Brogden, Elizabeth Bryan, Alan Byrne, Robert Chitham, James Clare, Richard Emerson, John Fidler, Rik Fox, Roger France, Jenny Gale, Michael Gwilliam, Alan Hazelwood, Karen Holyoake, Jonathan Hurst, Barry Joyce, Roger Joyce, Micky and Mary King, Malcolm Lake, Fiona Newton, Bob Nother, Lesley Price, Ian Serjeant, Charles Strong, Neil Sumner, Alan Taylor, Michael Taylor, Trefor Thorpe, Robert Walker, Chloe Walters, Chris Wood

2 Minutes of the AGM held on Friday 5th July 2002

The minutes were circulated prior to the meeting with Officers and Branch reports. There were no amendments, corrections or 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

Malcolm Airs (MA) opened the meeting by reporting that during the coming year significant issues that greatly effect the Institute and its role would come to the fore including the *Heritage Designation Review* and the current round of consultations. His two years in office would be completed in September when he would step down. He thanked the Institute for the honour of being President which he had found stimulating, challenging and fun. During the year he had represented the IHBC on a number of committees and at many functions.

MA expressed his thanks to all the Institute's officers for all their hard work, not just those in local government but also private practice. He particularly wished to thank the Membership Secretary, Gus Astley who had been fighting long-term illness for some time. This resulted in his taking early retirement at the start of the year. MA said that Gus had done a terrific job and the Institute would not have been able to function without him. MA then expressed thanks and best wishes on behalf of the whole Institute. MA reported that a number of officers were standing down and he expressed his thanks to all of them: Julia Smith, Branches Secretary; Alexandra Fairclough, Law & Practice Co-ordinator; and Ronnie Robertson, Vice Chair. There were a number of new officers who MA welcomed and thanked for filling vacant posts: Frank Kelsall, Law & Practice; John Yates, Vice Chair; Alison Henry, Technical Secretary; Sarah Buckingham, Publicity Secretary; and a new post of International Secretary filled by Rob Parkinson. During the year new Branch Representatives had been elected: Paul Barker, South East; Mike McConnell, East Anglia; Karen Holyoake, West Midlands; and Graham Arnold, North West. MA expressed his thanks to them all.

There were, MA told the AGM, a number of important issues and changes coming up that the Institute needed to get to grips with. It was, he said, only by the dedication of the Institute's voluntary officers and Branch Representatives that it had been able to cope in the past, but it had reached a point where this system could no longer sustain the demands placed upon it. Accreditation, course recognition and CPD are all major issues which need to be driven forward by a central voice that will be recognised by government, regional assemblies and other professional bodies.

3.2 Chair

Eddie Booth (EB) thanked Malcolm Airs for all the effort he had put in over the year representing the IHBC. He also reinforced MA's comments on the need for a central voice for the Institute by saying that a grant of \$85,000 from the Getty Foundation toward the Romanian project was nearly lost because volunteers could only devote a limited amount of time. EB expressed his thanks to Dave Baxter for continuing the work in Romania so enthusiastically, as a result of which even more training modules and vital repair work to Banffy Castle would be taking place this year.

3.3 Secretary/Vice Chair Business

Richard Morrice (RM) told the meeting that he had intended standing down as Secretary but had been persuaded to stay on for the time being until the internal changes within the Institute had taken place. It was proposed that the Institute employ a full time Director to represent it and help it deal with the major issues facing the historic environment.

3.4 Vice Chair Policy & Practice

John Yates told the meeting that he had made enquiries about the big black hole that was Policy & Practice but had got sucked in! The role of the Policy & Practice Committee is to co-ordinate the external affairs of the Institute; these include consultations, government liaison, law and technical matters. He reinforced what MA had said about major issues like the Designation Review needing to be tackled and asked for everyone to have their say.

3.5 Editorial Board

Nigel Barker (NB) reported that the Editorial Board was happy with the new style *Context* and the continuing relationship with Cathedral Communications. He felt that the book reviews within the journal were particularly good and appealed for someone to act as a conference editor to report for *Context*.

3.6 Acting Education Secretary

John Preston (JP) informed the meeting that he had been persuaded to stay in the post another year because of the major educational issues that needed to be tackled. He encouraged as many people as possible to stay on for the

Sunday morning session of the school where these issues would be discussed.

Course recognition is one of the major tasks that were beginning to be tackled. The list of recognised courses that was on the IHBC website had been removed because it was so out of date, and had been replaced by a list of relevant courses. JP appealed to the Branches to put forward an education champion to liaise with the course providers in their area and work with a national panel. JP expressed a hope that this process could be well under way by the start of the new academic year in September.

Accreditation and its effects on IHBC membership is another important area of the Education Committee's work. JP reported that here again there was a lot of work to do to ensure the IHBC remains at the forefront of the professional bodies' push for accreditation. The Education Committee also hoped to stage an event for professionals on the Heritage Protection Review later in the year.

3.7 Consultations Secretary

Dave Chetwyn (DC) reported that a considerable number of consultations had been dealt with during the past year. The coming year also promises to provide a great many very important issues that will need to be addressed. DC encouraged any interested people to contact him.

3.8 Government Liaison

Bob Kindred (BK) started by thanking John Yates for taking up the office of Vice Chair Policy & Practice. He reported on the latest UNESCO UK situation, following Claire Short's attempt to axe it, informing the AGM that the DCMS had now said that the Culture Committee would continue. Neither IHBC nor ALGAO were endorsing the new Planning Key Performance Indicators report following the late intervention of CABE, which resulted in significant alteration of the text. Other ongoing issues include PPGs and the implementation of *A Force for Our Future*.

3.9 Other Officer Reports

The remaining officers who were present had nothing to add to the reports already given in the AGM papers.

4 Branches Reports

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

5 Financial Statements and Treasurer's Report

Rob Parkinson (RP) presented the financial statements for the year to 30 September 2002 to the meeting. He thanked the Branches and Committee Treasurers for all their help. He also expressed his thanks to Gus Astley for all his support during his years as Treasurer.

Copies of the accounts for the year to 30 September 2002 were available and RP reported on the major points. RP recommended the accounts to the meeting and their approval was proposed by Derek Latham and seconded by Jon Finney.

Michael Knights (MK) reminded Branch and Committee Treasurers that they needed to be getting accounts information together ready to send to him for end of year returns at the end of September. He also reminded them that budgets for the next accounting year need to be submitted to him by the end of October and stressed the importance of both tasks. MK reported that the services of an accountant were now being used to advise the Institute on VAT issues, and that there was a possibility that the Institute would need to become registered and therefore might be liable for any back payments. Martyn Nicholls asked that the Treasurer look into registering the IHBC with the Inland Revenue as a professional body so that tax relief can be obtained on the cost of membership. MK promised to do this.

6 Business Plan

RM reported that a plan had been put together, that a limited number of copies were available at the meeting, and that a printed version would be produced and mailed to all members shortly. There were a number of issues that needed attention in the coming year including accreditation, VAT, CPD, company administration and disciplinary procedures. The Institute was currently paying for some services, including those of Robert Cowan as *Context* Editor, Peter Badcock as IT consultant, Lydia Porter as Administrator, and Cathedral Communications for producing *Context*. Council, it was reported, had been discussing the way forward for some time and felt that to tackle all the pressing issues effectively, the Institute would need to have a paid Director. Currently all central and Branch officers were working on a voluntary basis but that system had now become unsustainable due to the volume of issues needing to be tackled. RM said that it was also important to raise the profile of the Institute both within government and amongst other professional bodies including English Heritage. The current revenue levels generated by the Institute were not, he said, enough to cover a director's salary and attached costs, expected to be in the region of £40,000. While matched funding would be sought to finance part of the cost, the bulk would need to come from a rise in the level of subscription costs.

7 Election of Officers

Richard Morrice drew the meeting's attention to the list of officers for election in the AGM papers. There had been a nomination for the office of Publicity Secretary, which had been vacant for some time, and Sarah Buckingham was duly elected.

The positions of Chair, Vice Chair, Treasurer, Membership Secretary, Editorial Board Chair, and Education Secretary were accepted by the meeting unopposed.

The nominations of Branch Representatives were also listed in the AGM papers. The nominations were accepted by the meeting unopposed.

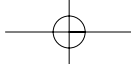
8 Motions to the AGM

A motion was put to the meeting that from 1 April 2004 subscription rates should be raised from £50 to £80 for full members and that other categories should rise by a similar proportion and that in future all categories of subscription should be raised in line with inflation. This motion was proposed by Eddie Booth and seconded by Richard Morrice. EB put the case for the motion, saying that there had been a period of stability with the level of subscriptions, but now the Institute had 'grown up' and needed to build on the foundations laid by the hard work of volunteers. The Institute needed to have a full time presence to ensure the voice of the Institute was heard. There was also the possibility that the Institute might be landed with a large bill for VAT. All these issues had been discussed fully, he said, and agreed by the Council.

Discussion of the motion followed. Alan Richards questioned the validity of raising a motion on the day of the AGM and only giving members a very short time to think about the proposals. RM reported that he had checked the Memorandum and Articles of Association and the late motion was perfectly acceptable. He also explained that action was needed now to ensure the rise in subscription rates would be in place for next April. David Baker told the meeting that his IFA subscription was much higher than the proposed new IHBC levels. Derek Latham strongly supported the proposal and pointed out that IHBC membership would still be excellent value for money even at the new rate. He also sounded a note of caution that the Institute needed to retain its liveliness and not turn into a stuffy secretariat. David Burton-Pye and Michael Brown also spoke in favour of the motion. Neil Grieve felt the Business Plan was not presented very well and needed more detail; he also felt the Institute reserves should be used. RM said he had produced the plan following the same format as previous ones, to which there had been no objection. It was produced by voluntary effort – more detail would be possible if a full time Director were in place. MA asked for a show of hands in favour of the motion. A majority showed their approval; there were two votes against the motion and two abstentions. The motion was therefore carried.

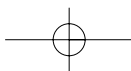
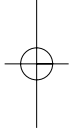
9 Any Other Business

Laurence Manogue (LM) told the AGM about the Annual School for 2004, which was to be held in Derry, Northern Ireland, one of the best preserved walled cities in Europe. He stressed how easy it is to travel to Northern Ireland by air, as many regional airports now offer low cost flights into any one of the province's three airports. He explained that the area is also accessible by ferry and Sea Cat. Visits to local heritage initiatives and lectures from government agencies, preservation trusts and owners would all be part



of the agenda. LM finished by saying that he hoped to see everyone next year in Derry.

MA closed the meeting at 1.31pm



OFFICERS' REPORTS FOR THE YEAR 2003-2004

CHAIR

The AGM marks the completion of my third year as Chair. Time has flown by very quickly but I would like to think that, with an able team, we have continued to propel the Institute in the right direction. However, I do subscribe to the practice established by Malcolm Airs that there should be a 'churn rate' for Chairs and that three years is about right. I am, therefore, standing aside to spend more time with my business (or should I say family!).

There have also been similar changes in many of the Branches and it has been a pleasure to welcome new (and younger!) faces to Council.

This year has really put the Institute onto the environmental map as organisations have come to realise they can depend on getting authoritative responses to issues as they arise through our consultations mechanism. Thanks, as ever, go to Dave Chetwyn for organising this, but less well sung is praise for the support network that helps him. In parallel, we now have a place in many significant external affairs, particularly through Bob Kindred and John Preston.

Internally, the process of growing up continues. Such was the success of Rob Parkinson as 'Old' Treasurer that we now need to retain chartered accountants to help Mike Knights to keep us both effective and legal in the face of increasingly complex issues, such as VAT and the Charities Commission. Similarly, Richard Morrice is working with our legal advisers on mundane but necessary procedural issues, such as a disciplinary code. I see that my appreciation of Richard in my report last year was premature – rather than standing down, he is now Secretary and Vice-Chair of Business.

However, any review of the past year is inevitably overshadowed by the untimely death of Gus Astley last August. We are still coming to terms with the loss as we discover yet more of the little things he did to make our systems work. However, his memory lives in the memorial fund which, I hope, will gather strength in the year to come. It will not be easy to succeed Gus as Membership Secretary, but Mike Lea has kindly offered to do just that.

To summarise this year's achievements, the IHBC has:

- advertised for the appointment of a Director for the Institute
- appointed chartered accountants for the Institute and tightened up financial controls
- investigated closer working with the IFA, and begun the process of producing joint *Standards and Guidance for the Conservation of the Historic Built Environment* with IFA and ALGAO
- re-drafted the Edinburgh Group's framework to meet IHBC requirements

- begun the process of re-visiting initial recognition of conservation courses
- initiated a partnership with Vaynol on professional and craft training
- developed a draft CPD return
- instituted a scheme for the potential peer review of articles for *Context*
- instituted a new way of dealing with membership subscriptions
- investigated VAT registration and corporation tax liability
- set up a consultations web page on the IHBC website
- responded to 22 consultations (see pages 20-22 for details):
- prepared and presented evidence to the ODPM Select Committee on 'The Role of Historic Buildings in Urban Regeneration'
- joined ODPM in producing guidance on the 'Historic Environment Regeneration Aid' scheme
- assisted the Local Government Association on 'State Aid' matters, and sat on a working group established by the ODPM and English Partnerships to produce guidance on the 'Land Remediation' notification
- attended meetings of the Funding and Regeneration groups of Heritage Link
- participated in the DCMS Project Board overseeing the Heritage Protection Review
- joined the Local Government Association Heritage Advisors (representing IHBC, ALGAO the POS and RTPI) to meet English Heritage, ODPM and DCMS twice
- drafted the research brief (in consultation with ALGAO) for a *Local Authority Performance Indicators Study* (LAPIS)
- attended meetings of the UK Committee of the Association of Preservation Trusts
- continued to monitor advertisements of local authority conservation posts
- continued to maintain the National Listed Building Prosecution Database
- drafted guidance notes on opening small scale quarries for producing stone roofing slates and on growing wheat straw for thatching
- began the production of a limited bibliography of post-graduate dissertation titles
- produced an Education Pack *Conserving the Built Environment* aimed at key stage 2 Geography teachers

- continued our leading role in discussions with Brussels on State Aid
- published, with the assistance of the Scottish Branch, the Institute's third *Yearbook*
- organised an Annual School in Norwich
- organised seven Branch schools and conferences, 36 other Branch events and over 100 Branch meetings of one kind or another
- organised over 40 Committee meetings
- published at least five Branch newsletters
- attended meetings of the following groups and committees:
 - Heritage Link
 - DCMS Heritage Protection Legislation Review
 - The Historic Environment Review Executive Committee
 - The Built and Moveable Heritage Group (Wales)
 - Welsh Religious Buildings Trust
 - Traditional Buildings Initiative (Historic Scotland)
 - The Historic Burgh's Association of Scotland
 - The Built Environment Forum (Scotland)
 - The Scottish Carved Stones Committee
 - Scottish Executive Working Groups on Conservation Area Management and the Building Regulations
 - UDAL – the Urban Design Alliance
 - Historic Environment Information Systems and Technology
- attended other meetings of:
 - COTAC
 - LGA Heritage Advisors
 - UK Committee of the Association of Preservation Trusts
 - The Archaeology Training Forum
 - The Supervisory Board of the AABC
 - The Accreditation Framework for Architectural Conservation
 - The Local Authority Conservation Provision Survey
 - The Stone Slate Roofing Group
- continued discussions on State Aid with interested parties
- attended various meetings (in England) of the regional Cultural and Historic Environment Forums as well as CABA-sponsored Design Panels
- and, not least, welcomed another 86 new members to the Institute.

Sustaining those actions we already do well and at the same time expanding our activities to meet further expectations requires financial and human resources. Accordingly, we agreed a subscription increase at the last AGM, but it takes time for

the benefits to filter through. I am glad that there were so few members who felt they must resign rather than pay what is still one of the best value deals around, but there are also members who have not made the necessary adjustment and have to be chased.

However, we now know that sufficient funds are flowing for us to be confident in starting the recruitment of a Director. This person carries high hopes for relieving the stress of hard-pressed volunteers, for organising the existing affairs of the Institute and for taking us into new areas of accreditation and representation.

As for me, I look forward to being a backseat driver like most members. Meanwhile, I must thank all of those who have made the whole business of the IHBC a pleasure to be involved in.

Eddie Booth

VICE CHAIR BUSINESS

This has been an interesting year in terms of the business life of the Institute. The main change, which will be obvious from the material mailed with these AGM papers, is the preparation of *Annual Report and Accounts* by Grant Pilcher and Clare Wilson of Larking Gowen of Diss, Norfolk. This format is now a requirement of Companies House and the Charity Commission and a reminder that we are in an era when the requirements of openness and transparency are stricter than they once were. Please note that the *Annual Report and Accounts* relates to the year ended 30 September 2003, which accounts for its rather historical nature.

The most important decision taken concerns the appointment of a Director for the Institute. This has taken up quite a lot of time during the year, particularly in discussion of the form which such a post would have. Is it more essential to have an administrator with a proven track record, or someone who knows about conservation (always supposing that these two qualities are mutually exclusive)? Would a full time post be more useful than someone part time? In the event, the decision has been taken to start by dipping our toe into the water somewhat diffidently, rather than appoint someone full time. The Institute is, after all, a small organisation with more slender means than we sometimes realise (a projected annual subscription revenue of £117,000 a year is not a large financial base on which to build).

One of the main jobs of the new Director, apart from bringing rather greater order to the affairs of the Institute than a voluntary officer cadre possibly can, will be to grow both IHBC membership and our financial resources. In the past we have been fortunate in our ability to tap into the market for job advertisements and this now provides us with significant income both for postal and web-based advertising. The potential of the IHBC website can only be guessed at, but our IT Secretary's work is very promising. The arrangement with Cathedral Communications Limited is also very useful and is beginning to show growth in the surplus, as expected. As I say, our financial resources are however tight and the need to find the funds for a Director, as well as three part time staff, is going to stretch the Institute.

This has been a good year, therefore, with plenty to consider and build on. Next year, however, presents further challenges.

Richard Morrice

VICE CHAIR POLICY & PRACTICE

Policy & Practice Committee has been essentially the external affairs committee of the Institute. Its main role has been to co-ordinate the work of its constituent committees, groups and individuals, in the hope – sometimes forlorn – that it can leave Council more free time to concentrate on strategic issues. Well, that was the idea, and Council has perhaps become a little less anti-social in the hours it keeps.

So almost all the Policy & Practice Committee's activity has actually been reported elsewhere in this document under the headings of Consultations, Education, Government Liaison, Technical and International.

The year 2003 was a quite extraordinary one for governmental policy initiatives in our field – see Dave Chetwyn's astonishing commentary on the subject. If the Institute awarded medals, Dave and the Consultations Committee should be first in line. It's an interesting sign of the times that this most hectic – and yet most finely grinding – of our activities has been conducted almost entirely by virtual meetings, with great success. Adding value, experience and good sense to all these outpourings from Whitehall has dominated the work of the Policy & Practice Committee and its constituent parts.

All these pressures within the historic environment, coupled with 1980s-style, red-in-tooth-and-claw 'management by measurement' belatedly percolating through to the public sector, have meant that as a profession we have less spare time for voluntary work. The result has been that fewer and fewer members of the Institute have been doing more and more (hence the need for a paid director). One sad casualty of all this has been our Law & Practice Committee, which has suspended operation because no facilitator has come forward. Its advisory work has been handled by others within P&P, but we really do need to revive the Law & Practice Roadshows as a part of our CPD service.

You will see from the *Yearbook* that we are now to be 'Policy Committee'. No, streamlining is not contagious, and this is not change for change's sake, but we are a young and rapidly maturing organisation, and further change will not be long coming. This modified committee-structure is a recognition that the governance of the Institute is currently best considered under four headings – internal, external, education, and communications. These clearly defined activities should make it easier for members to contribute their valuable time into where they have particular skills and interest. But that all depends on members coming forward...

John Yates

SECRETARY

The Secretary's role in a professional organisation is not simply to administer, and sometimes, as in the IHBC, to be Company Secretary. The Secretary also oversees much of the professional side of things. In this sense I have spent some time this year thinking over how we should see the Institute developing, which matters need more time spent on them, and what we need to do to take the leading role in the historic built environment which we should as the only body which currently has oversight of a historic environment profession. In other words, is the IHBC fit for purpose?

That the answer is 'almost certainly not' is really no criticism because we are like most other professional organisations. It would be impertinent to discuss our shortcomings in print, but I have a friend who is also a member of an institute. His has a large council (though not as large as some) and lots of committees, all of which rarely meet. It has a high volunteer input, which is good in some ways – it gives a high sense of member involvement - but not in others - volunteers are difficult to manage, as you can't tell them what to do, and it creates bad blood if you sack them (in fact, they are almost impossible to sack). The organisation, and particularly its council, is slow to react, ritualised and costly. Roles are confused. And everything is unsuited to strategic thinking.

Does this describe IHBC? If it does, we must change and become much more clearly focussed. In one way we are beginning to think about our destiny, and that is in terms of linkages with other institutes. Council, and some Branches, have discussed this matter, with a concern that we should not become involved with any other body without considerable thought and without a clear steer from the full membership. The result is that courtship with the IFA has been put on hold for the time-being, although close working continues. At the time of going to print a joint IHBC/IFA/ALGAO bid has been made to English Heritage (Historic Scotland has already signed up) for funds to develop *Standards and Guidance for the Conservation of the Historic Built Environment*.

Such *Standards and Guidance* are crucial if we are to carry out our role as a professional body. Professional organisations exist to mediate between specialists and the public, in the public interest. Effectively, they are the organisations which government allows to regulate the practice, and therefore the standards, of the people who work in their field. The public interest is widely expressed (although our own personal taste is unlikely to be high on the list) and we can expect such *Standards and Guidance* to be based on policy previously expressed (in, for example, the British Standard, government policy as expressed in the PPGs, and so forth).

Once we have a suite of *Standards and Guidance* we will effectively have linked the *Institute's Code of Conduct* to the *Disciplinary Policy* which I have been working on all year. Without it, there is no effective way to test whether the *Code of Conduct* has been broken in any case. They will also provide a detailed basis for CPD and effectively provide templates for education and training. This is important stuff, and we need to grasp the opportunity it provides.

Richard Morrice

MEMBERSHIP SECRETARY

After volunteering for this role, I eventually took over early in 2004 and have tried to get up to speed in a short time. The role has changed in some ways with a lot of the administrative tasks being left with Lydia Porter working from the office in Tisbury. Currently she maintains the membership database, and is dealing with requests for labels, amongst other duties. With the change in membership subscriptions and the move to direct debit there has been much to do for us both. It has been a very busy period, and sadly the increase in cost of membership has prompted a few resignations as well as many requests for retired or concessionary categories of membership.

Council has dealt with applications for new membership from 86 people during the year. Membership stands at 1,468. We have had to make a new category of membership for those in part time employment, or retired and doing part time work. This will allow up to 18 hours work and give a reduced rate of £50 in this category. We now have several members who cannot afford the new full rate of £80. In total we have lost 38 members from non payment of fees, resignations due to new fees, or for other reasons.

There are some members who do not like the idea of a direct debit arrangement with the Institute, despite the guarantee offered with this sort of payment. The only present alternative is payment by cheque each year, which increases the administrative load for the Institute. This of course costs us all money, if it results in having to employ Lydia for more time than she presently has for the Institute's work. As most of you will know there is an intention to use increased income from membership to employ a Director for the Institute and thus promote our work in a manner which a volunteer cannot do in the time available.

Please do what you can as members to spread the word amongst non-members who work in the field of the conservation of the historic built environment, or those who are interested in our work, by promoting membership of the institute in these groups. Growth in membership is slow, and we must all try to encourage new members where possible.

Please also ensure that the membership information database is kept up to date. Lydia can supply a form for change of details, and these should include employment details as well as change of address, and contact details such as telephone numbers and email contacts. These are essential for us to check and confirm details where changes of member category are requested, and to circulate members quickly if there is a need for contact beyond that given in *Context*. It also ensures that the *Yearbook* details are up to date when published each year.

Mike Lea

CONTEXT EDITORIAL BOARD CHAIR

The year 2003 was one of consolidation for *Context* with a reduced Editorial Board, having sustained the progress achieved in 2002, turning its attention towards refining

the journal. The sharper eyed of you will have noticed that copy deadlines have been brought forward. This is in order to allow for potential peer review of articles, which is particularly an issue for contributions of a technical nature. It also aligns *Context* with best practice found in other journals of record. Minor adjustments to layout continue to be made to enhance clarity and in March 2004 the weight of paper used for the cover of the journal was increased in order to make it more substantial.

Costs for the production of the journal continue to be scrutinised closely and I am pleased to report to members of the Institute that in real terms they have not risen and, due to the efforts of Cathedral Communications, advertising revenue accruing to the IHBC has increased over the year. Subscription rates were reviewed by the Board this year and after careful deliberation the decision was taken not to raise them. This was in part due to the fact that the Editorial Board is on a very sound financial footing, with the Treasurer, Susan Brook, being able to make a substantial contribution to national funds last year. She anticipates being able to make a further contribution this year.

So what of future developments? Well, contributions on the changing legal implications of the legislative framework are to be re-introduced, although not under its former title of M'Learned Friend. This is partly in response to feedback from members of the Institute who indicated that they valued these pieces. The Board is also currently developing a Press Pack in collaboration with the Publicity Secretary and is close to completing a brief on reporting Annual Schools to assist those involved in that happy task in the future! However, the biggest potential change in its activities is the proposal to bring the commissioning of editorial content for the *Yearbook* into its remit. The suggestion is that a member of the Board should be recruited specifically to deal with the *Yearbook*, helping Branches with its production and enabling more efficient liaison with Cathedral Communications. This relies on someone stepping forward to fill the post.

It wouldn't be a traditional report if I didn't ask for volunteers to help with our publications but such help really is vital. We cannot continue without support, let alone expand our role. We have four meetings a year, currently alternating between London and Birmingham. We really are friendly as a group and are still sane... just!

Nigel Barker

EDUCATION SECRETARY

The last 12 months have seen the promise of a debate on historic environment skills (DCMS *Protecting Our Heritage*) which has not materialised, the *Egan Review of Skills for Sustainable Communities* which ignored the historic environment, and a new draft Government Skills Strategy based on 'Sector Skills Agreements' between employers and trade unions, and in which the professions do not appear to have any formal role. Within this Sector Skills regime, there is no clear voice for the historic environment. CITB-ConstructionSkills (sic) is the new Sector Skills Council for the Construction Industry; building conservation is a tiny part of its remit. A formal voice for

conservation at craft/trade levels has been created (the National Heritage Training Group) with English Heritage support, but there is as yet no parallel voice for professional conservation. Building maintenance and facilities management come under the remit of another Sector Skills Council, and archaeology and the wider historic environment have not yet been recognised within the Sector Skills Council framework. These developments have made the existing challenges of getting proper recognition for historic environment conservation, and IHBC members' work, even more difficult.

For IHBC members in local government, the challenges have been compounded by the parallel implementation of the Single Status Regime, intended to put white and blue collar workers on a level playing field. The Single Status process (as with Sector Skills, an agreement between employers and unions with no voice for the professions) allows little scope for, and in some aspects seems almost designed to prevent, recognition of conservation officers' skills. The Unification of Consents Review is a further potential threat to the conservation officer's role.

Together, the Sector Skills and Single Status initiatives have redoubled the existing need, highlighted in the Local Authority Conservation Provision Survey, to get IHBC members' status and skills properly recognised. Within the government's draft Skills Strategy, employer-supported Occupational Standards are the key element, and they in turn form the basis for qualifications (NVQs). We need National Occupational Standards, agreed by employers, and we need the support of the 'Sector Lead Bodies' (English Heritage, Historic Scotland et al) in getting them. The existing Conservation NVQs failed to take off because they had neither that support, nor underpinning Occupational Standards. Now the NVQs are being reviewed, with a proposed 'core plus options' Control NVQ combining Planning, Building Control, and Conservation. This makes it even more essential that there are dedicated Occupational Standards for Conservation.

We also have to face up to a climate in which there has been criticism of the standards and competence of some conservation officers, and in which IHBC's membership requirements have not been accepted by English Heritage as sufficiently rigorous to meet their criteria for the lead professional supervising grant works. The good news is that it looks as though a compromise has been reached which will allay the concerns of IHBC members dealing with area-based grant schemes, but there remains an underlying need for external credibility of IHBC membership and its assessment processes. My view, endorsed by the East Anglia Branch, is that the Institute now has to bring in its own formal accreditation to externally verifiable standards.

There has been great progress in relation to accreditation, in conjunction with other conservation professions. The 'Edinburgh Group' of professions (AABC/RIBA, ABE, IHBC, RIAS, RICS, and others) launched its Common Accreditation Framework in November, and has the potential to become the professions' counterpart to the National Heritage Training Group. IHBC is not yet recognised as an accrediting profession, but there is specific provision for achieving this if and when we introduce accreditation on the Edinburgh Group model and to the same assessment standards.

Branches' support has been sought for a redrafting (by Stuart Eydmann) of the Edinburgh framework to suit IHBC's requirements; now the professions (IHBC included) have agreed to provide their own rewrites of the much shorter, user-friendly form adopted by the engineers' CARE register. The revised Conservation NVQs are also to be mapped onto the Edinburgh Group framework. The potential combination of a shared inter-professional Framework and underpinning national qualifications is very promising indeed.

These external pressures and developments in standards and accreditation have left little scope for developing liaison with the courses providing training to meet those standards. To meet the immediate needs of course providers and prospective students, the outdated IHBC Initial Recognition is being replaced by an interim desk-based exercise which will show which courses currently cover the Institute's Areas of Competence.

A potentially very promising development has been an offer received from the Vaynol Estate in North Wales, suggesting a partnership which could see IHBC involvement in a major European-funded project. The Vaynol project has potential for linking professional and craft training which could parallel the work IHBC is already doing in Romania. Specific benefits for IHBC could include support for the development of accreditation. The Vaynol proposal is unresolved at the time of writing.

Finally, and thanks to Roger Cullimore, we now have a draft CPD return which has been agreed by Council. The plan is to have it available on the website, by the time you read this, for electronic completion. We hope you will find it helpful in recording and planning your professional development. It is a draft, and we want it to evolve to meet members' needs, so comments please.

John Preston

PUBLICITY SECRETARY

After a recent hiatus, the publicity machine is now, hopefully, grinding back into gear. It has been an educational process for a Publicity Secretary who came to the task with only enthusiasm and a profligate vocabulary. The latter has been reined in to suit the constrictions of the average press release, but the former remains resilient.

Over the past year a number of press releases have broadcast the Institute's response to weighty matters including the Designation Review and the Egan Review, and one (under production as this report is written) has introduced our new President to the world. After a slow start, they have begun to be noticed, particularly in specialist publications such as 'Planning'. It will be important to keep this momentum going, not least to confirm the Institute's tireless activity as an important consultee on the review and restructuring that seems to be a constant in our professional life.

Press releases are now available on the website. Another web-based innovation is the Diary, available in the Events section. With lots of input from members, this could

develop into a useful reference point for co-ordinating and advertising Branch activities as well as the exciting compendium of events in the wider conservation world.

Other milestones include tracking down our shy and retiring display stand and sending it on its travels – first stop the Natural Stone Show in March – and features on the work of the Institute in publications including the *RIBA Sector Review: Conservation* and *World of Interiors* magazine.

In publicising the Institute and our activities, we can make news, and we can also achieve a lot by slipstreaming current events. In either case, relevance to these events and/or timing are the key to success. A publicity secretary can learn how to meet these criteria, but ultimately she is only the conduit for information - the information itself has to come from Institute members. This is a plea for contributions to the Events Diary and the website, and for any news of activities or developments where the Institute has made a difference, and our role needs to be celebrated. It only takes an email!

Sarah Buckingham

CONSULTATIONS SECRETARY

The Consultations Committee currently has 18 members, representing 11 of the 14 IHBC Regions. Most of the Committee's business takes place in virtual space. The Committee met on 21 August 2003 to discuss the DCMS document, *Protecting the Historic Environment: Making the System Work Better*. This was an open meeting involving members of the Policy & Practice Committee and Council.

A new Consultations web page has been set up on the IHBC website. This contains details of current and past consultations, and past responses are available for download.

Details of new consultation papers are circulated to Consultations Committee Members and Council Members and also posted on the web page, where there is a facility to submit comments. This ensures that representatives from all regions and Committees are involved in the consultations process and that interested members can monitor consultations if they wish to do so. Draft responses are circulated for comments prior to being submitted.

- *Consultations dealt with over the past 12 months include:*
- *Electronic Communication Services (Broadband).*
- *Satellite Dishes and Other Antennas: Consultation on possible changes to planning regulations*
- *Unification of Planning Consent Regimes*
- *On the Move by Foot*

- *National Lottery Funding Decision Document*
- *Protecting the Historic Environment: making the system work better*
- *Historic Environment Records: Benchmarking for Good Practice*
- *Empty Homes: Temporary Management, Lasting Solutions*
- *Egan - pre-consultation comments*
- *Egan, Skills Review*
- *Part L - Possible Standards*
- *Draft PPS22 - Renewable Energy*
- *Draft PPS7 - Sustainable Development in Rural Areas*
- *Draft PPS11 - Regional Planning*
- *Creating Local Development Frameworks - draft guidance*
- *Review of the National Monuments Record*
- *Draft PPS6 - Town Centres*
- *Best Value Indicators and performance standards 2004/5*
- *Review of Planning Appeals Procedures*
- *Draft PPS1: Creating Sustainable Communities*
- *Heritage Counts*
- *The Future of the Ecclesiastical Exemption*

In November 2003, I produced and submitted written evidence for the IHBC for the ODPM Committee's inquiry into *The Role of Historic Buildings in Urban Regeneration*. In January, the Chair and I attended the Committee to give verbal evidence. Both the written evidence and a transcript of the verbal evidence can be accessed through the Parliamentary website. Other bodies giving evidence included the cities of Manchester, Liverpool and Newcastle, English Heritage, the Civic Trust, and the developer, Urban Splash. The report of the Inquiry should be issued in the near future.

The Historic Environment Regeneration Aid scheme, Heritage Lottery Fund and English Heritage notifications were approved in the summer, 2003. I have been involved with the ODPM in producing guidance on HERA scheme and this should be issued prior to the AGM.

I have also been assisting the Local Government Association on State Aid matters, and sit on a working group established by the ODPM and English Partnerships to produce guidance on the Land Remediation notification.

The notifications all expire in 2006. The ODPM is currently considering the most effective UK approach to State Aid post-2006.

I have been attending meetings of the Heritage Link Funding and Regeneration groups over the past 12 months. One of the areas of work of the Regeneration Group is to co-ordinate evidence on the social, economic and environmental (sustainable) outputs of conservation. A publication is likely in the summer, 2004.

Dave Chetwyn

GOVERNMENT LIAISON SECRETARY

During the year I have represented IHBC on a number of external initiatives, several of which have continued from 2003. In particular I have been participating in the DCMS Project Board overseeing the Heritage Protection Review where my main contribution has been to impress upon government the needs and responsibilities of the local authorities delivering conservation day-to-day and the overwhelming case for greater financial resources to deliver it.

Strong links have been forged within parts of both ODPM and DCMS but we are constantly struggling to impress upon all departments of state the need for joined-up government and for policy initiatives (particularly within the vastness of ODPM) to fully embrace historic environment considerations and to be referred to us where we have valuable expertise to impart.

The LGA heritage advisors (representing IHBC, ALGAO the POS and RTPI) met English Heritage, ODPM and DCMS at six monthly intervals during the year to discuss government and EH policy proposals. As a consequence of accelerated changes to the planning system, IHBC proposed the cycle of contacts be increased to four monthly intervals and the other parties have all agreed this would be useful.

During the year:

- The ODPM Working Party on PPS 15 and the associated Guidance Notes to replace PPGs 15 and 16 did not meet. The rewrite is in suspension while the results of the Heritage Protection Review are analysed. A revised PPS needs to relate to this and may appear to coincide with the Heritage White Paper in the Autumn, in which case IHBC will be represented on further meetings of the Working Party.
- In 2003 IHBC Council declined to endorse the POS/CABE Excellence in Urban Design and Conservation Matrix to which we were party because of late changes proposed by CABE. To make good this deficiency of good practice advice I wrote the research brief (in consultation with ALGAO) for a Local Authority Performance Indicators Study (LAPIS) sponsored by English Heritage which a working group also including representatives of ODPM/DCMS/POS/the Audit Commission and the LGA brought to a

conclusion in February 2004. Four Key Indicators for the historic environment were propounded and will be considered by the Audit Commission as a requirement for local authorities in 2005-6. The excellence models for local authority heritage services will shortly be available for downloading from the web.

- ODPM initiatives on unifying the Planning Consent Regime (investigating the merger of planning permission, listed building consent and conservation area consent) continued to be developed by Halcrows during the year but its public consultation was widely regarded as incomprehensible and the future direction of this initiative at the time of writing remains obscure.
- Initial progress was made on promoting Historic Environment Champions among Councillors and Officers of local authorities. An initial meeting involving the few designated or nominated individuals was held in London in mid 2003 and a role was defined. We have maintained close contact with DCMS on this issue as a means of raising the profile of historic environment services within the local authorities.
- I have continued to represent IHBC as co-opted member of the UK Committee of the Association of Preservation Trusts which meet three times per year. The main aim is to reinforce the links between conservation officers and building preservation trusts. To assist this I spoke at two very well attended 'back-to-basics' regional seminars: in Newcastle on Tyne organised by APT and York (APT with IHBC Yorkshire) to explain the roles of the various players and the changing regulatory landscape. Further regional seminars may follow in East Anglia and the South West, possibly sponsored by English Heritage.
- Following the conclusion of the Local Authority Conservation Provision Study, I am continuing to monitor local authority conservation posts. The data now extends to over 700 posts since January 1998.
- I am also continuing to maintain the National Listed Building Prosecution Database (information on your successes and failures to me please!) which was called upon following the Greenside (Runnymede DC) demolition case and was also supplied to consultants in December 2003 appointed by ODPM to look at appropriate levels of fines following the Greenside case.

Bob Kindred

INTERNATIONAL SECRETARY

The Institute continues to actively promote the international exchange of conservation information and good practice. As the result of our website and the 'International Issues' page, we have established contacts with other professional and academic bodies in a number of countries, and with individuals working in building conservation.

International news items, course and conference information, reviews of publications, requests for information and professional or biographical details and work opportunities are posted on the website, together with enquiries and invitations to collaborate with work abroad.

A register of IHBC members' international interests, contacts and expertise has been started, and we will attempt to match our expertise with international enquiries and opportunities. As the result of publicity about our work in Romania, contacts have been established in a number of other eastern European countries, and I anticipate that further contacts will be established in Russia and China over the next year. Unfortunately, IHBC participation at a UNESCO sponsored conference in China had to be cancelled because of the SARS outbreak.

The 'Anglosphere' has been a particularly fruitful source of contacts in the past year. Responses to enquiries and visits have been arranged for conservation professionals and students from South Africa, New Zealand, Australia and the USA. An 'Antipodean Issue' of *Context* is being planned, which if successful, may be the first of an occasional series concentrating on particular places. The Editorial Board would welcome any contributions or ideas from 'down under'.

Members not already on the International Register are invited to contact me with details of their interests. I would particularly welcome any personal reports or technical information about conservation Policy & Practice in other countries.

Robert Parkinson

SOUTH EASTERN EUROPE PROJECTS SECRETARY

The main thrust of our work this year has again concentrated on the continued development of the Built Heritage Conservation Training (BHCT) Centre at Banffy Castle, Bontida, Romania, and in doing so reached a number of milestones. The first was that our partners in the venture, the Transylvania Trust, secured a 49-year lease on the castle, thus ensuring that all our work is protected and can proceed with a certainty of ownership.

Many of you will have seen the article in the November issue of *Context* and will therefore be familiar with the work and some of the achievements of the past year. You will therefore know that the long-term objective is to create a permanent international BHCT Centre. As I write, that is becoming more and more realistic. The present work at the castle involves the conversion of the first building which we restored, the former Kitchen Block, to residential accommodation for the students who will attend the 2004 courses. This will mean that we will at last become self-contained, having our own accommodation, kitchen and dining facilities, which in turn means that we can use the facilities throughout the year.

As I said in the November article, 'diversification' was a key element of the 2003 project.

As well as the traditional craft skills training courses, we opened the castle as a 'field study' centre in June/July, and ran additional courses for archaeologists, building historians, and landscape architects. The move proved popular and is currently planned to be repeated in 2004. The association with landscape architecture students has proved particularly fruitful. They were sufficiently enthused to continue their studies of the castle beyond the field study period and have produced a landscape plan for its immediate environs which will be implemented in the Autumn.

The 2003 BHCT course consisted of three modules, each of two weeks duration, held between June and September. The teaching process again concentrated on masonry repairs, rendering, carpentry, stone masonry and tin smithing. The latter was confined to the completion of the roofs to the entrance gates which had been restored last year. We have now almost reached a total of 300 students trained through this system. The details of the 2003 course were contained within the *Context* article so there is no need to repeat them here, other than to say that this process of teaching through direct hands-on restoration is proving increasingly popular. The work in 2003 was the most ambitious so far and involved the restoration of one of the largest buildings within the castle. Its consolidation and re-roofing by the students has now given us a building which we hope will be transformed in 2004 when we will begin its conversion to lecture rooms, laboratory, and library, as the first phase of its conversion to the headquarters of the BHCT Centre.

The work in 2003 was mainly funded by the World Monument Fund and the Getty Grant Programme. (This project is the only one to have received a Getty Grant two years in succession.) An application has been made to the EU's Culture 2000 Programme for funding to cover the 2004 project, and to the Phare Programme for the 2005 project. We are eagerly awaiting the outcome of both.

Strong links have now been developed with the British Council through this work and through its own participation in the Bontida Cultural Days (an annual weekend of song, dance, displays and crafts stalls), which will again be staged in 2004. In 2003 it involved the whole Bontida community who enjoyed a weekend in the castle.

Educational links at Romanian and Hungarian universities have again been expanded and are set to extend further in 2004 with the interest now being shown in the Field Study Centre concept. However, the most important link which began in 2003 and will be implemented in 2004 is with the Construction School of Cluj. This will be a formal protocol which will give formal recognition and accreditation to the courses within the Romanian educational system.

The profile of the project remains high. During August we received a visit from Ioan Opris, State Secretary at the Romanian Ministry of Culture, and in February a visit from Michael Guest, the American Ambassador to Romania. Media coverage (TV, radio and press) was extensive during last summer and was especially active during the Bontida Cultural days when Stephan Roman, the Director of the British Council (Romania), and Michael Mates, Consul to the American Embassy were with us for both days.

With such publicity and profile, and as the only practical international project supported by the IHBC, it seems unfortunate to me that more members have not taken the opportunity to visit the project. Hopefully, that will be rectified during 2004. (Rob Parkinson, International Secretary, and Malcolm Airs, former Chairman and President have indicated that they will be visiting during the summer). It would be very easy to arrange, and not particularly expensive, if you would like to visit. There is so much expertise within the IHBC which could be utilised usefully here at Bontida, it seems more than unfortunate not make use of it.

I refer to 'here' at Bontida because this is from where I am writing this report. I am now in Romania full time developing this work and other work with the British Council and the American Embassy.

Some of you will have already realised that I have a new email address, dbaxter@cluj.astral.ro. I look forward to some contact from you and perhaps to welcoming a few of you at Bontida. Please accept my apologies that I will not be at the Annual School but I will think of you as I work in 30°C of sunshine preparing for the coming summer projects.

David Baxter

TECHNICAL SECRETARY

The activities of the Technical Committee have been hampered somewhat over the past year due to a shortage of members and lack of a treasurer and secretary, making my first year as Chair all the more hectic. Thankfully, there is light at the end of the tunnel; Chris Wood has bravely stepped into the treasurer's shoes with the words 'I can't run my own current account so God knows why I'm volunteering for this!' - a sentiment probably felt by most IHBC treasurers, past and present - and, our numbers have been swelled recently, with the recruitment of three new members; Caroline Hardie from the North East region, Jane Royston from East Midlands and Ian Brocklebank from London. Our new members will help to ensure better regional representation and will bring wider specialist knowledge to the group. We welcome them and hope they will enjoy their closer involvement with the IHBC.

Much of our effort this year has been focused on publications. Publication of a guidance note on opening small-scale quarries for producing stone roofing slates was delayed due to last minute consultation with English Nature in the light of recent planning decisions. However, the problems have been resolved and it should be printed shortly.

The guidance note on growing wheat straw for thatching, written by John Letts of the Conservation of Historic Thatch Committee has completed its peer review and should also be published this summer.

A Stitch in Time, the guidance note on maintenance of historic buildings, continues to sell well. The price is heavily discounted for bulk purchases, making them ideal to

distribute to building owners, to conference and seminar delegates and during 'Heritage Open Days'. Copies are available from the Technical Secretary.

The Committee is undertaking research into listed building thatching policies in the UK, in the light of several appeal decisions in which planning inspectors appeared to give very little weight to conservation arguments to retain traditional thatching materials and were, instead, swayed largely by economic arguments. The first stage of the research is a survey of local authorities to enable us to build up a picture of which local authorities have adopted policies related to thatching and how effective these are proving in dealing with applications for changes of material or thatching style and in tackling appeals. The results of the research will be published in *Context*.

After much patient badgering of academic institutions, a limited bibliography of post-graduate dissertation titles has been compiled by Ian Hume. Thanks to Peter Badcock, there are now links to this information via the Education section of the IHBC website. Only a small number of the relevant colleges provided information, but more is promised and it is hoped that this will provide a useful resource for members and the public alike.

The Committee has played a greater role in consultations this year, contributing to the IHBC response to consultations on renewable energy, listing of bells and archaeology. Members have also contributed book reviews and technical articles for *Context*.

We look forward to another busy year and welcome suggestions from members about how the Technical Committee can help you.

Alison Henry

IT SECRETARY

I published the first IHBC website in June 1998. From its modest start of five pages stating the aims of the then new Institute and listing its officers, it has grown to nearly 10,000 pages offering an ever-expanding source of information and opinion for the international building conservation lobby.

The first site had a counter of 'hits' which took a rather painful two months to reach 1,000, but in January 2004 this figure was achieved in only one day! Visitors come from all over the world, with the bulk emanating from the United Kingdom, as might be expected. However, up until last year, the majority were from the United States. As the site becomes more popular most people come directly to the site, although the search engines Google and, to a lesser extent, Yahoo still enable a significant number to discover us.

Statistics over the last year have shown that the most visited page on the site is 'Jobs in Conservation'. Several authorities have advertised more than one post and this suggests that it is becoming recognised as a source for both those seeking employment in conservation and their potential employers. Its growing popularity with advertisers has

afforded the Institute an increase in revenue from the site.

The second most popular destination for visitors is the on-line archive of articles that appeared in back issues of *Context*. This invaluable resource is searchable by both date of issue and key words; new issues are added six months after their original publication. Keywords used give an indication of the kind of topics being researched with the most popular being 'brick', 'lime' and, always the winner, *French Drains*. Coincidentally Ian Hume's Technical Guidance Note on French drains has been the third most popular destination on the site for some time now.

The latest significant addition to the site is the 'IHBC Consultations' pages where a list of the current discussion papers that are being monitored by the IHBC Consultations Committee are displayed, together with links, or downloads of the original documents. Visitors can submit their opinions directly from the site to the Consultations Secretary, so that their views can be taken into account when the Consultations Committee formulates responses on behalf of the IHBC. These responses are then included in a database so that they can be viewed via the site.

The Index page of the site was changed during 2003 to give a less 'cluttered' look. I instituted this update as a result of feedback from a partially sighted visitor who felt that the original was difficult to navigate. During the process I liaised with them and was referred to the RNIB guidelines for accessibility. It is my intention to abide by these whenever possible in an effort to broaden the scope of our audience.

The aim of the site is to publicise the work of the Institute and provide a resource for all in the field of conservation, both within and outside the Institute. The site is always expanding and I am very proud of what I have done, but there is plenty of room for more. I will always welcome constructive criticism or suggestions for how the site might be improved. It is your site, help me to build on what we have and make it even better.

Peter Badcock

THE INSTITUTE'S OFFICERS 2003-2004

David Lovie has two degrees in town and country planning, is a member of the Royal Town Planning Institute and a founder member of the Institute of Historic Building Conservation. He was a full time conservation officer with Sunderland City Council (1972-73), Tyne and Wear County Council (1973-86) and Newcastle City Council (1986-2000). Between 2000 and 2003 he held the post of Historic Areas Advisor to the North East Region of English Heritage. He originated and helped to deliver the nationally ground-breaking Grainger Town Project in Newcastle and has lectured and published widely on building conservation, heritage and environmental education. He was also responsible for originating the popular *Townscape* regional BBC TV series of the 1980s and for founding the North East Environmental Education Forum (1975) and Town Teacher (1978-90), a local urban studies organisation. He is now a freelance advisor and writer on conservation, heritage and environmental education, and has been appointed national IHBC President until autumn 2005.

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 in the West Riding of Yorkshire, he was a Historic Areas Advisor with English Heritage in the West Midlands, the South West and in London.

Eddie is 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.

John Yates, born 1946, English Heritage Inspector of Historic Buildings in the West Midlands Region since 1989, his previous employers include Erno Goldfinger and the Greater London Council. Currently IHBC Vice Chair of Policy and Chair of West Midlands Branch 2000 – 2003, he is a visiting lecturer on conservation at University of Birmingham and University of Central England. A canal carrier, historic boat restorer and former coalman, John is married, with one son, and lives in Shropshire in a Grade II 17th century house, a continuing project.

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.

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.

Mike Lea is an architect and has been Design and Conservation Officer at Lewes District Council since 1998. Previously he was Conservation Architect with the Peak District National Park for 12 years where he specialised in the rescue of buildings at risk. As well as historic buildings, he is interested in walking and bird watching.

Gus Astley, who died on 10 August 2003, trained as an architect. A former SPAB scholar, he was a senior conservation officer at Bath City, and Bath and North East Somerset, Councils from 1989 until 2003. Formerly Assistant Editor of *Context*, he had been Membership Secretary since 1995.

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 County Council 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.

Sarah Buckingham graduated in Ancient History and Egyptology from UCL in 1985 before working as a freelance archaeologist and ceramicist for several years, mainly in London and Egypt. She then tumbled into a career in planning, spending 11 years with Tower Hamlets during which time she gained her MA 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 works in the South London Team as a Historic Areas Advisor.

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 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.

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 now works part time at South Somerset District

Council as Historic Buildings Advisor and part time as a stone conservator, as well as teaching conservation at Weymouth College.

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 and 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 Chief Conservation Officer with Hereford City Council until it became part of a new unitary authority in 1998, since when he has been Principal Buildings Conservation Officer within the Conservation Team of the new Herefordshire Council. Initially a planner, he has a diploma in Urban Design and an MA in Architectural History. He has been European Officer and European Projects Director of the IHBC for the last three years and is currently on a one year career break from Herefordshire Council. He is now based in Romania and is working to develop the International Built Heritage Conservation Training Centre at Bontida in association with the Transylvania Trust, together with other projects primarily related to the development of cultural heritage in SE Europe with the British Council.

Peter Badcock was a Senior Conservation Engineer with English Heritage until he took early retirement in 2002 after 28 years. He is a Chartered Civil Engineer and gained a postgraduate diploma in Building Conservation from the Architectural Association in 1995. In addition to his first love of acting as the IT Consultant to the Institute, he has recently been persuaded to become an associate of PDP Green Heritage, a structural engineering practice specialising in conservation projects that has offered advice to the IHBC's work in Romania.

BRANCH REPORTS FOR THE YEAR 2003-2004

SCOTLAND

Three study/training days were held over the year, with the last on the topic of traditional buildings of the towns, burghs and villages with the idea that this would contribute to the Institute's representation on Historic Scotland's Traditional Buildings Liaison Group. The intention is that a publication will follow offering an urban version of the earlier *Practitioner's Guide to the Conservation of Farm Buildings*. Earlier in the year we leavened our sober AGM with a tempestuous get-together with building preservation trusts, when concerns over the powers and politics of addressing dereliction of listed buildings were warmly debated. Thank goodness we're all on the same side, I think.

There was much consultation activity in 2003 (and on the face of it there will be even more in 2004). Principal among the documents was the *Review of Historic Scotland*, and much fevering of brows went on across Scotland to make constructive contributions to the debate. Generally the Review found that there was much to commend in Historic Scotland's activities, especially on the technical side, but that the Agency needed to be more proactive and outgoing – 'cuddly', one member summarised rather neatly. However, the grant system in Scotland is currently being amended to take account of additional constraints of public benefit beyond that of special architectural and historic importance. This has resulted in what is seen by some as a moratorium on grants for a year, and suggests to many that there continues to be chronic under-funding and little political understanding of what the built heritage has to offer.

Finally, over the winter, the *Yearbook* preparation fell to the Scottish Branch and I was most grateful for the (mostly timely) support of authors, the Branch Executive Committee and Jonathan Taylor in the gestation and birth of that tartan-clad volume. Stuart Eydmann's article gives an excellent summary of activities in our field in Scotland, and I commend it to you.

Charles Strang

NORTHERN IRELAND

This last year has been a busy one for the Branch. It promises to be even more hectic with this year's Annual School being held in Londonderry in June 2004. We continue to attract a small but dedicated turnout of members representing both the private sector and local government, with architects and planners. It would be good to see some of our 'silent' members at least make the odd appearance. We continue to choose venues and buildings around the province to enable as many members to attend as possible.

Last year's AGM was held in Lisburn City Council's new offices at the Island River site. These are imposing new offices designed by local architects Consarc, which

straddle the River Lagan and the lock that made the river navigable. At the meeting, Laurence Manogue was once again elected Chairman with Sharon Brown as Secretary and Kenny Moore being elected unopposed.

Following the elections the group visited the Castle Gardens restoration scheme that was underway under the direction of Manogue Architects. It involves both a scheduled monument and listed structures. This is a major HLF-funded urban park scheme that lies at the heart of the city and contains rare surviving 17th century garden terraces. The group also toured the adjoining THI scheme currently underway in Bridge Street.

The next meeting took place in Bushmills Inn - indeed some may say that it sounds as though it took place in the distillery! The main item of the agenda was to discuss whether the small Branch could and should organise the annual IHBC School. The answer is now apparent as the assembled members decided in the affirmative. The dates and location of the school were identified as Londonderry and 10-12 June 2004 as the dates. This was subsequently confirmed and agreed with council at its next meeting.

As can be imagined for a small branch, numbering 21, this is a major undertaking and we have contracted Jill Kerry of Connect2 to help and assist with the school.

Apart from the next Branch meeting taking place in Belfast in September 2003 in Cotton Court, a conversion of redundant buildings for Lagan side in Cathedral Quarter, there have been numerous meetings in Londonderry and Belfast getting to grips with this enormous task.

The theme for this year's school is regionalisation, which impacts on the way the historic environment is managed here in Northern Ireland and appears to be the way ahead in the rest of the UK. It is an opportunity to investigate the advantages and disadvantages of the way that we work here and we look forward to receiving all our visitors and showing a different side to NI to one that is often shown in the media.

To the small band of willing helpers, very many thanks; to those who have yet to help, your turn will come.

Laurence Manogue

WALES

Following an Extraordinary General Meeting of the Branch in June 2003 the temporary North Wales-based committee became the de facto representative body for Wales, continuing under the chairmanship of Sean Wood of Y Faenol Cyf. This committee has met regularly throughout the remainder of the year - and is making good progress. A bilingual promotional leaflet is in preparation and a Branch conference is being planned for later in the year at The Vaynol Estate.

The Branch AGM at Builth Wells in November 2003 consolidated the above change with the departure of all of the remaining South Wales representatives, with the

notable exception of Alan Richards who continues with the Education portfolio. With effect from this AGM, the regional representative's role will be taken over by Nathan Blanchard, currently project manager of the Denbigh THI with Denbighshire County Council. The old South Wales committee continues to operate as a sub-regional group organising local events, etc.

I am indebted to the former Wales committee as well as the present one for their support and effectiveness in making this change as seamless as possible, and I wish Nathan well with his new role.

Diolch yn fawr iawn i pawb unwaith eto, a bob bendith am y dyfodol.

Trefor Thorpe

NORTH

The focus for the Branch in 2003 was on combining with other bodies. The following co-operative events were staged with the University of Newcastle Conservation Masterclasses:

Colour in the Historic Environment – Michael Lancaster, March 2003

Streetscapes – Eddie Booth, March 2003

The following co-operative events were staged with English Heritage's North East Conservation Forum:

Informed Conservation - February 2003

Presentation of *Protecting our Historic Environment* - July 2003

Scientific Dating - October 2003

Aggregates Levy Sustainability Fund - Nov 2003

This co-operation continues and in January 2004 we joined forces with members of the ICE and ISE for 'Trials and Tribulations with Historic Buildings' delivered by Robert Thorniley-Walker.

Representation

The Branch continues to be actively represented on a number of bodies in the region including the English Heritage convened Historic Environment Forum and Newcastle Conservation Advisory Committee.

Stewart Ramsdale, Branch Chair

John Pendlebury, Branch Representative

NORTH WEST

The Branch area covers Cheshire, Lancashire, Greater Manchester, Merseyside and the Isle of Man (in other words the whole of the North West excluding Cumbria). At March 2004 we think that the Branch had 88 paid up members, including 70 full members, 3 retired members, 12 affiliates, two student affiliates and one associate.

The 2003 Branch AGM, followed by a Christmas meal, was held in Preston in December. At the AGM Anthony Blacklay took over from Graham Arnold as Chair and Louise Wallace took over from Anthony Blacklay as Secretary. The Branch committee members were all re-elected and the following other Branch officers were elected/re-elected; Ian Bond as Treasurer, Kate Borland as Membership Secretary, Pete Hoey as Newsletter Editor, Peter de Figueiredo as Events Sub-Committee Convenor, and Graham Arnold as Consultations Co-ordinator.

The Branch committee, which currently has a total membership of 15 including co-opted members, meets four times a year, normally in January, April, July and October. The Branch is represented on and actively involved in the North West Historic Environment Forum and has agreed to act as the lead Forum body for conservation training in the region.

The Branch arranges an Annual Day Conference each November. The subject of the 2002 conference, which was held in Manchester, was 'Historic Buildings in the Countryside: Change and Renewal' and of the 2003 conference, which was held in Liverpool, was 'Great Spaces: Historic Places – Improving the Public Realm'. Both conferences were well attended. In 2003 the Branch sponsored two seminars jointly with the Lancashire Conservation Officers Group; on Part L of the Building Regulations and Historic Buildings in January and on Disability Access and Historic Buildings in October. Both seminars were also well attended.

Thanks are due in particular to: Graham Arnold for standing in as Acting Branch Chair in 2002-2003; Peter de Figueiredo and his Events Sub-Committee for organising the November Conferences in 2002 and 2003; Paul Mason for organising the Lancashire Conservation Officers Group seminars; and Pete Hoey for producing the stimulating quarterly Branch Newsletter, copies of which can be downloaded from the website.

Anthony Blacklay

YORKSHIRE

The year has rolled on and the various sub groups North, South, East and West have met on a quarterly basis. Our one big event was held on the 28th November in York at Kings Manor in partnership with the Association of Preservation Trusts. The topic related to all aspects of Listed Buildings at Risk. Wentworth Castle was an illustrated case study and one of the 'Restoration' schemes televised by the BBC. Over 100 delegates attended – in fact the event was packed. Well done all who attended and played a part in making the event a success. A full day with seven speakers and all for

£10.00. How do we do it?

Having said that, the Yorkshire RIBA/RICS/RTPI/Landscape Institute, with many partners and sponsors, have for a number of years successfully run '4x4 events 4 free' attracting 250 plus professionals. With Format 4 speakers this allows cross cutting discussion in a university lecture theatre. So remember this: next March, Leeds Met University.

The Branch officers have all been busy this year with IHBC, business, home and family, not always in that order, and we would welcome additional support from Branch members, especially those who want to run the Branch. Attendance at Council/Committees has been difficult due to other work commitments and support in representing the Branch is now a priority. Well done to all those who have helped and/or participated. The officers look forward to seeing many more of the 117 Branch members in the future and we are, of course, always interested in new ideas for events and meetings.

Mark Womersley, Branch Chair

Stephen Bateman, Branch Representative

EAST MIDLANDS

The main work of the IHBC Branch Committee over the last year has been on the production of an Education Pack, *Conserving the Built Environment*, aimed at Key Stage 2 Geography teachers. The pack has been sponsored by Nottinghamshire County Council and prepared by David Engell, an experienced teacher and recent Heritage Management graduate. It has been trialed in a number of schools in the region and is now almost ready for release. A launch event will be held and the pack will be available to teachers throughout the region on CD or as a website download. Each Branch member will receive a copy that it is hoped they will use in schools or pass on to friends who teach this age group.

In September 2003 the Branch held its Day Conference at Derby University. *Playing the Media Game and Winning* was a hands on, good-humoured and very useful day course led by professional media trainer Chris Kelly. Brave 'victims' were filmed delivering both good and bad news messages. Attendance was, however, poor which was extremely disappointing to those of us who worked hard to put on such a high quality event. Those who did turn out said it was one of the best CPD events they had ever been to. Everyone else's loss then!

The conference was followed by the Branch AGM. Julie Anne Renfrew was elected as the new Branch Chair and we welcomed Samantha Raggatt to the Branch Committee. We have a thriving committee with enthusiastic, committed and hard working members but we always welcome new people. 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 then feed back opinion to the

Committee. We have had no representative for Leicestershire for the past three years and this has meant the county has had 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.

The publication of the joint IHBC and English Heritage *Local Authority Conservation Provision Survey* carried out by Philip Grover at Oxford Brookes University generated a flurry of Branch activity. The regional press releases sent out involved a lot of hard work on the part of the Committee but this has proved worthwhile. The launch was well covered by the press in the East Midlands, which included some very good newspaper and television coverage of the decline of the conservation team at Northamptonshire County Council.

Following the publication of *Viewpoints on the Historic Environment of the East Midlands*, the Regional Heritage Forum, which includes IHBC representation, has produced its Action Plan. In September last year English Heritage, on behalf of the Forum, published a regional edition of *Heritage Counts: the State of the Historic Environment Report*. The document contains the Action Plan on the inside front cover. Aims of the plan include briefing the chief executives and relevant lead members of local authorities on heritage issues, including tourism; social, economic and planning benefits; and the current fragility of resources. We are very pleased with our involvement in this process, though it does not seem to have been reflected in other regions, and the spirit of equal partnership embodied in the Forum.

Fiona Newton

WEST MIDLANDS

The West Midlands Branch met regularly throughout the year and meetings continue to attract a good show of members. The lively programme of quarterly meetings is spread across the region to appeal to as many members as possible. Due to the diverse topography of the West Midlands, venues are generally in an urban setting during the autumn and winter months, and more rural parts of the area are visited in the spring and summer. Meetings during the last year were in Stourport on Severn, Hereford (this meeting was dedicated to the DCMS Review) and Sandwell.

At our AGM in February 2004 at the Council House, Birmingham, several Branch officers stood down and the changes in personnel have included: Ian Kilby replacing John Yates as Chair; Vicci Cox replacing David Burton-Pye as Branch Secretary; and Colin Richards as the Events Officer replacing Ian Kilby. I would like to take this opportunity to thank all officers (outgoing, newly appointed and those happy to remain in post) for their sterling efforts and support to ensure the continued success of the Branch and the valiant efforts of the Editor in the production of the engaging Branch Newsletter. A special mention and recognition of the tremendous contribution made to the West Midlands Branch should go to David Burton-Pye, MBE, who stood down in February after 12 years as Branch Secretary.

There were two major Branch events in 2003. A timber frame seminar held at the Greenwood Trust premises, Ironbridge, in July, addressed the issues of decay and infestation with a practical demonstration of cast hemp/lime infill panels and timber repair techniques. The 2003 Regional Conference *Churches in Use* took place in November at St Julian's Centre, Shrewsbury. There was considerable interest in the event, which investigated the issues arising from keeping churches in active use as places of worship.

Also, I would like to thank all the members who regularly attend Branch meetings and events for their continued support. We rely on the goodwill of members to take up the challenge to host a meeting, coordinate lunch and arrange a site visit, and this is most appreciated. There are 93 IHBC members in the West Midlands and I would like to take this opportunity to extend the invitation to members that have perhaps considered attending a Branch meeting but, for some reason, have never been able to make it, to come along. We are a friendly, enthusiastic bunch and everyone is welcome. So, why not take advantage of what is going on in your region? As an IHBC member, apart from it being fantastic value for money, Branch meetings offer an opportunity to explore our region and make contact with members who collectively bring a great wealth of expertise and experience to meetings. And remember, attendance can be a very important aspect of fulfilling your CPD requirements... So, see you at the next meeting!

Karen Holyoake

SOUTH WEST

This has been a year of change and consolidation. After many years of 'sterling' service, David Stirling stood down as Branch Chairman and is replaced by Colin Ellis. Alyson Cooper has taken over as Treasurer and Richard Knott has joined the Committee as representative for Dorset. David continues to represent the Branch on the Policy & Practice Committee and as External Liaison officer. The Branch Committee itself met five times during the year, concentrating on information exchange, responding to consultations received, and membership applications. The geographic remoteness of parts of the region remains a significant issue to which the Branch has responded by holding meetings as far afield as Falmouth and Woodchester, near Stroud.

The Branch has also published Issues 6 and 7 of the *South West Bulletin* which continues to be the popular public face of the Branch. The cost of producing the publication however is a draw on funds. The Branch also assisted with display materials for an exhibition held at Devizes and together with general expenses there has been a reduction of balances. Thus, for the first time in many years the Branch applied successfully to the Institute for back up funding.

At the time of writing, the Branch Committee is working all hands on deck to make the finishing touches for our annual conference to be held on 23rd April. The conference, entitled 'What Matters and Why – managing change through conservation

planning' is being organised in conjunction with the School of Architecture and Design at the University of Plymouth.

Ian Lund

SOUTH

The Branch has suffered from a significantly reduced Committee this year and Branch activity has been confined to the essentials and maintaining a status quo. That said, links have continued to be forged between other professional bodies with interest in the historic environment and it is hoped that these links will bear fruit with some interesting combined activities in the coming year. There are visits planned to some interesting conservation projects throughout the region, and active participation will be encouraged. Local conservation officer groups remain active and provide good opportunities for exchange of information. However, with an increasing membership from within the private sector, it is vital that Branch activity is revitalised. It is to be hoped that a forthcoming plea for greater membership involvement will elicit a positive response to prevent the Branch from sinking into total oblivion.

Gill Butter

SOUTH EAST

The last year has been something of a curate's egg... Both good and bad in parts.

The principle of having Branch meetings on Saturdays, linked to site-visit opportunities, has proved to be more 'family-friendly' than the previous system of evening sessions. However, attendance still tends to be limited when the size of the Branch membership is taken into account as, in addition to the 'usual suspects', the overall number of attendees is invariably dependent on the geographical location of the individual venues.

In this context, the meeting at Bexhill to see 'behind the scenes' the ongoing work to the De La Warr Pavilion was well attended - possibly in part due to its seaside location and the sunny weather - while the Branch AGM at Dorking, followed by a visit to Polesden, was not as well subscribed to as could have been wished for. It is anticipated, however, that the 20 places available at the next meeting to see the restoration works at Guildford Castle will be filled without too many problems.

Although fluctuations in the numbers of those attending such meetings may be understandable, the apparent lack of members willing to actively contribute to the running of the Branch is frustrating. This problem has been exacerbated by the 'loss' (to another Branch) of such stalwarts as the outgoing IHBC Chair, Eddie Booth, and Chezel Bird due to their business relocation. Whilst their commitment will be sorely missed, the return to the area of the former Branch Secretary, Eimear Murphy, will go some way to redress the balance as she has already indicated her willingness to provide practical help.

Unfortunately, because of the increasing demands placed on us all by our work, unless more such help is forthcoming to spread the load, there is a significant risk of the Branch becoming moribund. To try and work efficiently with the resources available, the Branch will be looking to focus its attention on organising a limited number of events of specific relevance to members' professional development and interests... Your support would be most welcome !

Paul Barker

EAST ANGLIA

As you might imagine the Branch was extremely proud of its success in organising and hosting the Annual School 2003 in Norwich. We all had a ball, and anticipate the 'craic' in Derry will be such that 'they will think themselves accurs'd they were not (t)here'.

To encourage more members to participate in the organisation of the Annual School, the Branch Committee established a sub-Annual School Committee and held a dozen meetings in Norwich involving several new members from Norwich and Norfolk. The involvement of more members in Branch activities has been a very big bonus for the Branch with the longer-term advantage of new members joining the Committee. The financial success of the School was very dependent on substantial sponsorship from a number of local firms.

Eventually we had to give up the less-than-sober post annual school celebrations and the normal business of organising the Branch activates for the year resumed.

A joint day school with the RTPI was organised at short notice in October 2003 and several more events have been scheduled in 2004, including a trip to the Brooking Collection at Greenwich; Community Initiatives in Historic Market Towns at Maldon, Essex; Lime Days in North Norfolk; and Highway Works in Heritage Contexts at Bury St Edmunds, Suffolk, forthcoming in October this year.

The Newsletter, under a new Editor, remains our main point of contact with the majority of members. Local firms with an interest in conservation are invited to sponsor the quarterly editions. It is now standard practice within the Branch to circulate council consultation documents to the committee members and occasionally to the entire Branch membership.

Mike McConnell

LONDON

The Branch has had a successful year, starting with the AGM on 21 May 2003. The guest speaker was Peter McCurdy who talked fascinatingly about his work on timber framed buildings including, of course, the Globe Theatre. Other more humble structures included a terrace at Newington Green, canal-side buildings at Paddington

Basin, a timber clad cottage at Mitcham and of course, the re-erected timber frames in Uxbridge. On a grander scale there was the repaired Great Barn at Harmondsworth and 'curiosities' such as the Roman water wheel and a Japanese structure at Kew.

After the summer, the next Branch meeting was on the 15th October. It was held at English Heritage, and Peter Beacham came to explain the background to the DCMS Review. There had been previous discussions, and these continued at the meeting, resulting in agreement that the Branch should write to the DCMS setting out the 'London perspective'. This has caused some problems at full Council and I would stress that the Branch letter supported the IHBC view except in some detailed matters that had been discussed directly with the DCMS through its Focus Groups.

The meeting on the 6th December took the form of a walkabout at Greenwich. Starting at Island Gardens we enjoyed the panorama, and then walked through the foot tunnel under the Thames emerging by the Cutty Sark. The new Visitor Centre was en route to the main complex (Jones/Webb/Wren/Hawksmoor) and we visited the Painted Hall and the Chapel. Across the road is the National Maritime Museum – transformed by Rick Mather – and from there we visited the Queen's House. Then we toiled up through the Park to the Ranger's House with its new and extraordinary art collection.

The most important part of the meeting was the lunchtime discussion in a local hostelry. It was there that the London Branch renaissance started. Without too much arm twisting, enthusiastic volunteers were found to give the Branch a proper Committee. A further three meetings have been held in 2004 to consolidate this position and I am confident that we will have better meetings, better attended, in the coming year. I am also delighted that I have at last succeeded in getting someone to take on a Branch Newsletter. This has always seemed vital to me if we are to reach the whole membership.

Finally, I am standing down as Chairman this year and, hopefully, the Vice Chairman, David McDonald, will be taking up the challenge of this re-invigorated Branch. I would like to thank him, Kate Ainslie-Williams (Events Secretary) and Barry Sellars (Treasurer) for their enthusiasm, help and support over the years. I would also like to thank Council Members whose hard work and helpfulness all too often goes un-remarked. In particular, I must thank the Institute's past and present Chairmen and Treasurers for their guidance and friendship over the last three years.

Jon Finney

THE INSTITUTE'S BRANCH REPRESENTATIVES 2003-2004

SCOTLAND

Charles Strang is a chartered architect and planner, and a member of the Institute of Historic Building Conservation. He runs his own consultancy specialising in architecture, planning and conservation, including public inquiry work. He is currently Interim Director of Rural Scotland (the Association for the Protection of Rural Scotland), and also teaches Planning Law and Development Control at the Edinburgh College of Art. He is a Trustee of the Patrick Geddes Memorial Trust. Previously he was the National Trust for Scotland's Director of Buildings and Gardens (1995-2002) and its Head of Planning (1989-95). Prior to that he worked in local government planning since 1975.

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 Pleanala, the Republic's Planning Inspectorate. He was a former Scottish Branch Representative in a previous existence, when 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 of the Settle-Carlisle Conservation Area Partnership and Conservation Officer for Gateshead MBC.

NORTH WEST

Anthony Blacklay is an architect who specialises in all aspects of the conservation of historic buildings and landscapes. He trained at Edinburgh University and obtained a postgraduate Diploma in Architectural Conservation from Liverpool Polytechnic in 1979. He is principal of a small practice based in Nantwich in Cheshire.

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 currently the Project Office for the Bilston THI at Wolverhampton City Council. 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 and 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

Colin Ellis graduated from the Oxford Polytechnic Planning Course a long, long time ago; became the conservation officer at Weymouth and Portland Borough Council in 1989 and is still there; and helped the Dorset Conservation Officer's Group to organise the ACO School in 1993 in Weymouth. For those who attended and can remember, lots of sunshine was also provided. He was also Treasurer to the South West Branch of the ACO/IHBC from 1993 until the end of 2003.

SOUTH

Gill Butter is an architect with the 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 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 planning authorities. In 1991 Paul joined the Conservation Section at East Lindsey District Council in Lincolnshire where he stayed for five years. Following a return north to work for Allerdale Borough Council back in Cumbria, he migrated to the other end of the country where he started in his present post as Conservation and Design Officer with Wealden District Council in East Sussex. Paul was elected Chair 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. Mike won a number of conservation awards for his work and enrolled in the first intake of the University of Cambridge Conservation of Historic Buildings Course. About seven 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 last 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 PPG 15. Jon took over as IHBC London Branch Chair in 2000 from Rosemarie MacQueen, having previously been Vice Chair.

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 John Yates

Proposed by Dave Chetwyn; seconded by Bob Kindred and Kathy Baird

Vice Chair Dave Chetwyn

Proposed by Mike McConnell; seconded by David Kenyon and Malcolm Airs

Treasurer Michael Knights

standing for re-election

Proposed by Richard Morrice; seconded by Caroline Davison and David Hargreaves

Education Secretary John Preston

standing for re-election

Proposed by Robert Chitham; seconded by Bob Kindred and Rosemarie MacQueen

Publicity Secretary Sarah Buckingham

standing for re-election

Proposed by Sheila Stones; seconded by Roger Mascall and Alan Byrne

Membership Secretary Mike Lea

Proposed by Roger Dowty; seconded by Nigel Barker and Jonathan Taylor

Chairman of the Editorial Board Nigel Barker

standing for re-election

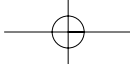
Proposed by Jo Evans; seconded by Paul Barker and Peter Mills

Council Member Richard Morrice

standing for re-appointment as Secretary and Company Secretary

Proposed by David Brook ; seconded by Graham Steaggles and Nigel Barker

Short biographical notes on each officer are given on pages 28-30



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 – Charles Strang

Northern Ireland Branch – Sharon Brown

Wales Branch – Nathan Blanchard

North Branch – John Pendlebury

North West Branch – Anthony Blacklay

Yorkshire Branch – Stephen Bateman

East Midlands Branch – Fiona Newton

West Midlands Branch – Karen Holyoake

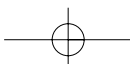
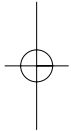
South West Branch – Colin Ellis

South Branch – Gill Butter

South East Branch – Paul Barker

East Anglia Branch – Mike McConnell

London Branch – Jon Finney



FINANCIAL STATEMENTS AND TREASURER'S REPORT 2003

TREASURERS REPORT ACCOUNTS FOR THE YEAR ENDED 30th SEPTEMBER 2003

The accounts for the year to 30th September 2003 are enclosed with the mailing of the 2004 AGM Papers.

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 no motions had been received at the Institute's offices.