



· INSTITUTE · OF · HISTORIC ·
BUILDING · CONSERVATION

EAST MIDLANDS BRANCH

INSTITUTE OF HISTORIC BUILDING CONSERVATION

EAST MIDLANDS BRANCH

Annual General Meeting



**The Hallmark Inn, Derby
at 6.00pm on Thursday,
11th September 2014**

AGM Agenda

1. Apologies for Absence
2. Minutes of the 2013 Annual General Meeting - **see separate document**

(available on the Branch web page at: http://www.ihbc.org.uk/about/branches/east_mids/east_mids.html)
3. Officers' and Other Reports
4. Treasurers Report: Financial Statement 2014-15 & Business Plan - **see separate documents**
5. Election of Officers
 - Chair*
 - Vice Chair*
 - Secretary*
 - Treasurer*
 - Branch Representative to Council*
 - Communications Officer*
 - Membership Secretary*
 - Education Representative*
6. Election of Branch Committee Members & County Reps
7. IHBC Annual School Bursary Award
8. Any Other Agreed Business

IHBC East Midlands Branch Committee 2013 - 14

Chair

Liz Mayle

Vice Chair

Robert Walker

Secretary

Stephen Bradwell

Branch Representative to IHBC Council

Roy Lewis

Treasurer

Rose Thompson

Membership Secretary

Neil Robertson

Communications Officer

Chris McKinney

Education Rep

Philip Grover

County Reps

Derbyshire Lisa Walton (Neil Robertson)

Leicestershire Liz Blood (after the AGM)

Lincolnshire Kerry Walmsley (Robert Walker)

Northamptonshire Rachel Booth

Nottinghamshire Jason Mordan

General Committee Members

Fiona Newton

Sara Crofts

Jane Roylance

Officers' Reports 2013 - 14

Chair's Report

My first year as chair has flown by in what seems to have been a very busy year for the Branch, as you will see when you read on.

The East Midlands Branch Business Plan has five key objectives. These are:

- Supporting Members
- Building Partnerships
- Maintaining an Active Branch
- Fund one bursary place to the IHBC Annual School.
- Host the peripatetic Council meeting in September 2014.

Thanks to the effort and dedication of the Branch all of the above have been successfully achieved through the regular meetings in Newark with Branch members disseminating information to a wider forum of county groups and members and by providing excellent CPD events.

We are particularly pleased to host the peripatetic meeting of the IHBC's Council on September 11th. Members have a chance the same evening to come along and meet the IHBC Council after the AGM in Derby. Some Council Members will be joining us on Friday 12th September as guest speakers at a special training event **Building Skills for IHBC Membership** to be held at the Roundhouse in Derby. Aimed at new members wishing to join the Institute and affiliate members working towards full membership, this is the first of a series of training events that will be rolled out across all regions as part of a national IHBC project. The day will include a tour of the Roundhouse.

The Branch has also organised a well-attended training event held after the April meeting in Newark where we visited the Magnus Building, currently the subject of a major Heritage Lottery Fund grant aided scheme of works. The Magnus Building dates from 1529 built originally as a school. Now a grade II* listed structure, the building is the subject of major repairs and will be given a new lease of life to house the nation's first centre dedicated to telling the story of the 17th century British Civil Wars. Visiting the site whilst under repair and covered with scaffold gave an opportunity for members to see at close range some ancient graffiti and a tour of the roof with fine oak timbers.

As with all historic buildings, some thought provoking issues were discussed. I think there is great value in events such as this with opportunities for less experienced members to see and learn not just from the buildings, but also from specialist contractors, lead professionals and experienced members in attendance. In this way, the Branch ensures that there is something of interest for everyone. I would encourage everyone to attend our CPD events. I would also be pleased to hear about any suggestions for future events in the region.

Simon Revill was the successful recipient of the East Midlands Branch bursary award for a full place at the Annual School in Edinburgh. It has been possible to support this bursary with funding income from the very successful Buxton Annual School and

other national funding provision. As reported by my predecessor last year, 2015 may be the last time we are able to support a place as funds reduce. If members agree, we hope to support a place at the day school in Norwich if remaining funds allow.

Through Branch meetings I hear regularly about the loss of experienced local authority staff throughout the region with experienced staff retiring and other posts being cut. The work of the IHBC to demonstrate the skills we have and why they are needed will have been used by many facing what seem like endless restructures. The regular reports on LPA staffing levels and article in Planning Magazine keep this matter high profile. I wonder if more could or should be done to target councils in the region to highlight this problem?

Finally, I would like to thank all Branch members for their unfailing enthusiasm, dedication and contribution to the work of our Branch. I would also ask anyone interested in working with the Branch to contact me or join us at one of our regular meetings in Newark.

LIZ MAYLE

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Branch Secretary's Report

Another interesting year for the Branch.

The Branch AGM was held in Lincoln and it included presentations on the development of the Heritage Skills Centre and the architectural and archaeological works to develop the wall walks and the Victorian prison as part of the new visitor centre. The presentations were then followed by a tour of the site and an evening walk along the Castle walls.

Then in spring of this year the Branch organised an away-day to Newark to see the 'in progress' works to develop the national Civil War Museum at the Magnus buildings in Newark. A well attended and very interesting event explored the use of Heritage Lottery funding to restore these listed Medieval buildings, and, on more practical level, the issues of public access within historic buildings and the structural fragility of old buildings were well illustrated.

Then throughout the year Branch meetings have been held in The Fox & Crown in Newark and recent meetings have been well attended by the Committee members, but there is always room for more and Branch members are very welcome to come along.

Chris McKinney, as Branch Communications Officer, has continued to develop the East Midlands Branch web page on the IHBC website and this now provides a considerable amount of information about activities in the East Midlands as well as about the Branch activities and events.

As always, the Branch relies on its members to operate and I would encourage Branch members to come along to the various events and meetings and get more involved in the running of the Branch.

STEPHEN BRADWELL

Branch Representative’s Report

There have been four meetings of Council over the course of the year; one in Bristol in September 2013 and three in London, in December 2013 and February and April 2014. I attended them all, with the exception of the April 2014 meeting, when Rose Thompson substituted for me. The forthcoming September 2014 peripatetic meeting of Council will be held in Derby on the 11 September, prior to the Branch AGM.

It has been another challenging year for IHBC. However, the Institute continues to fly the flag for conservation with enthusiasm. The organisation’s finances remain sound. Retirements are being balanced by a steady flow of new members.

Concern over the disproportionate number of affiliate members is being addressed in a number of ways, including the *Building Skills for IHBC Membership* training day to be held in Derby the day following the branch AGM. Furthermore, the Institute proposes to establish an interim form of membership to recognise proficiency in some but not all of the required competences, and to appoint a Liaison Officer to support this *Stepping Stones* approach.

The Institute continues to monitor conservation staffing provision, in conjunction with English Heritage and ALGAO and to lobby nationally for appropriate staffing levels. James Caird continues to make well-considered responses to a large number of consultations. John Preston has taken responsibility for closely monitoring the Government’s *Green Deal* initiative.

Another successful and well-attended Annual School was held during the year, this time in Edinburgh. The East Midlands Branch provided a delegate place under the Branch Annual School bursary scheme. The 2014 School will be held in Norwich.

Since last year, the Institute has adopted revised arrangements for nomination and election of officers and a system of proxy voting has been established. This was put in place in time for the Institute’s AGM, held in June 2014 in Edinburgh.

During the year, the Institute for Archaeologists (IfA) has obtained Chartered status. The terms of the Charter make clear the role of a chartered archaeologist and are acceptable to the IHBC.

Routine business of Council includes approval of Committee Business Plans, Branch Business Plans, and giving final approval to acceptable membership applications. The Institute is in the process of formulating a new Corporate Plan. During the last year, online member surveys have been carried out. The results generally show a fairly high level of satisfaction with IHBC but have also identified areas for potential improvement.

ROY LEWIS

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Membership Secretary’s Report

The East Midlands Branch has been pleased to welcome one new full member and one associate since September last year.

At the last count the overall number of Members, Affiliates and Associates in the East Midlands stands at 163, slightly down on 166 in October last year.

Roy Lewis, Branch Rep on Council, has reported on IHBC membership issues discussed at Council throughout the year.

On the 12th September the IHBC is hosting a meeting to encourage affiliates to upgrade to full members and non-members to join. It would be hoped that this will encourage more members within the region and halt slow the decline over the past few years although the membership within the East Midlands has remained relatively stable:

2009-10: 172; 2010-11: 173; 2011-12: 167; 2012-13: 166; & 2013-14: 163.

NEIL ROBERTSON

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Treasurer's Report

Following the AGM, details of the Branch's income & expenditure over the IHBC's financial year (1st October 2013- 30th September 2014), will be submitted to Council. We will also submit our Business Plan for approval, this will include an estimate of the Branches income & expenditure for 2014/2015.

At the beginning of this financial year (1st October 2013), the bank balance of the East Midlands Branch stood at £902.58 (current account: £712.59CR & reserve account: £189.99CR).

At the time of preparing this report (end August 2013), the Branch's bank balance stood at £1508.54 (current account: £1318.49CR & reserve account: £190.05CR). The cost of refreshments for the Branch meetings came to £478.10. (This includes last year's AGM which went through in October 2013).

Following the success of the Buxton Annual School the Branch received 40% the surplus made, this amounted to £4867.19 and is held in an account at Head Office for us to claim in installments. We currently have £1067.19 left in the account having drawn down £3800.00 in total. This year we claimed £800.00. No claim has been made to date for computer sundries or printing. A sum will be spent on this year's AGM towards the buffet. I will hopefully have the final costs for this by the time of the AGM.

I will present a summary of all the Branch accounts at the AGM showing all the Branch transactions. I will also present a budget for 2014-2015 based on a draft Business Plan which the Branch can consider and amend if desired prior to its submission to Council.

ROSE THOMPSON

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Branch Communications Report

keeping the website ticking over and adding information as and when it is provided by the County representatives on what's going on in their patch.

From a quick look around the other IHBC regional branch webpages, I still think that the information we provide on both the activities of the East Midlands Branch and links to the front line is second to none.

As always, I take my lead from the discussion and decisions at the AGM so if you have a view or suggestion on what else we as a Branch could do, mention it at the AGM or over a pint on the historic pubs pub crawl!

See you there.

CHRIS McKINNEY

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County Representatives' Reports

Derbyshire

The Conservation Officers in Derbyshire (CODS) continued to hold our quarterly meetings in the Gothic Warehouse at Cromford. This comprised of discussions concerning issues affecting conservation officers within the county and a number of presentations.

In December 2013 we received a presentation on the Heritage at Risk Survey Pilot scheme to test the practicality of inspecting and assessing the grade II listed buildings in High Peak and Staffordshire Moorlands Council areas. The project was successful in engaging volunteers but revealed a number of lessons and issues that could be learned for future projects. A similar pilot was undertaken in Peak Park and this was done in partnership with the South Yorkshire Building Preservation Trust.

In March we received a presentation from Touchstone Glazing Solutions showcasing a new secondary glazing unit they have developed and installed successfully in a number of historic churches. In June we had a discussion about the issues concerning double glazing in listed buildings. A number of interesting appeal decisions were looked at and added to the web site.

The last 12 month has been busy throughout the county and a great deal of positive conservation work and projects have been achieved despite the poor economic situation and the detrimental impact that this has had on the various local authorities.

With regards to funding, Swadlincote has received a stage 1 approval for a THI and Bolsover Model Village has been approved a Stage 1 Heritage Grant. In Derby the THI has officially launched and is now under way. Funding also continued for the Derby City PSiCA for another year.

Approvals have been granted for works to conserve and all new uses at the Grade I listed Long and West Mill at Darley Abbey Mills within the World Heritage Site. This will hopefully permit these buildings to be removed from the National Heritage at Risk list. The Grade II Darley Abbey Stables which were on the World Heritage Site at Risk List have recently been brought back into use and removed from the at Risk List and in Derby the grade II listed Magistrates Court which is located within the

World Heritage Site protected view has been successfully repaired, renovated and brought back into use as shared offices and the local studies library.

A conservation assessment has been undertaken for the Midland Mainline with regards to the heritage merits of the line and the impact that electrification will have. 28 structures have been listed in the County and the Derwent Viaduct in Amber Valley has been given a Grade II* listing, highlighting the importance of the surviving Stephenson structures, which have remained relatively unaltered since the original construction of the line.

With regards to retirements and departures Jacob Amuli from Chesterfield BC and Lisa Walton (County Rep 2014) from NE Derbyshire DC have both left for new roles outwith the area.

NEIL ROBERTSON

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Leicestershire

Branch Rep: E Blood acted as County Rep. It has been a relatively quiet year, owing to Local Authority cuts and the financial climate, but with several plans on the horizon it is hoped that next year will be a good one for conservation in Leicestershire.

Conservation Officers: The Chair of the Leicestershire COF stood down and no new Chair was forthcoming. One COF was hosted, by Leicestershire County Council (LCC), in Glenfield (11/12/2013), with visit to Bradgate Stables in Groby. During the year, CO time halved to 0.5 FTE in Melton DC, and there was one retirement, at Hinckley & Bosworth DC.

Speakers: At the COF held by LCC (11/12/2013), a presentation was given on the rolling out of broadband re the historic environment. Solicited advice from COs on placement of boxes (and advertising). Additionally, the COF had a presentation on County's Green Plaque scheme.

Communications: Rep provided updates to the Communications Officer for the branch website. Ahead of Branch meetings, the COF is contacted for updates, but it has proven difficult getting responses in light of cuts and workloads. The County Rep also engaged with Leicester City Council as they prepared a THI bid and suggested they get their planned training course IHBC accredited, which they are looking into.

Events/News:

- Leicester City Council launched a **Heritage Action Plan**
- **PSiCA** scheme continued in Melton until April 2014 (English Heritage, Melton Borough Council, Leicestershire County Council), its future to April 2015 not yet certain
- **War memorial conservation grants** scheme at Leicestershire County Council ran throughout the year, and will continue into 2014-15
- **National Trust** open first Leicestershire property (Stoneywell), in Charnwood. Intended opening September 2014

- Leicester City Council prepare **THI bid** for part of the city near to the Cathedral, potentially beginning early 2015
- Leicestershire County Council prepare outline for an **Extensive Urban Survey**, potentially beginning spring 2015
- Coalville Conservation Area designated
- **SPAB** came to south Leicestershire in April 2014 to run **Glorious Mud**: a practical conservation of mud buildings course. It was well attended, the Nottinghamshire and Leicestershire branch Reps were there, sadly no local Conservation Officers attended.

LIZ BLOOD

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Lincolnshire

The Lincolnshire Conservation Officers Group (LCOG) continued with its customary four meetings last year. Although North East Lincolnshire and North Lincolnshire are actually in IHBC Yorkshire Region, for LCOG and English Heritage purposes they operate as part of the East Midlands so I have included them in this report.

Arthur Ward hosted what was his last LCOG meeting and almost his last day with Lincoln City in September. Arthur gave us all a day to remember with tours of Lincoln Cathedral finishing up with stunning views from the tower roof. Arthur hasn't retired completely from world of building conservation though as he still sits on the Lincoln DAC.

December – Friday 13th no less - saw LCOG in Gainsborough with Sarah Harrison and West Lindsey DC hosting. The business meeting was followed by a very useful and practical presentation by Ben Robinson on windfarms, their impact on heritage and his experience of public inquiries. This was followed in the afternoon by a tour of Gainsborough Old Hall using the new 'iGuide' system!

Marianna Porter was given what is now a traditional baptism for new conservation officers at North Kesteven District Council by being asked to host LCOG in March within a short period of her arrival! And like Rose Thompson before her, she rose to the occasion with the business side of the meeting followed by a presentation from Paul Batty Development Manager with Trace in Metal, another player in the lead security marking business. How did he get that marking rifle past security?! The afternoon was spent with a visit to one of my favourite places, Somerton Castle near Boothby Graffoe – the place not the comedian!

We were shown around the grade 1 listed castle and scheduled monument by architect Mark Hoare of Hoare, Ridge & Morris. He explained and justified proposals for alterations to enable the castle to continue as a family house and outlined a long term masterplan for the wider site and outbuildings. The castle dates from the 13th century, with remnants of the medieval building complex incorporated into an Elizabethan house. Significant earthworks surround the remaining buildings. In recent history the castle has been neglected and is on English Heritage's At Risk Register.

In June Liz Mayle hosted what was also her LCOG swan song at North East Lincolnshire Council with no less than three attractions. First up before lunch was a

presentation by Gez Pegram of Dossor MA. A CARE engineer with many years experience, Gez gave an excellent presentation covering a range of buildings and structural repairs from humble farm buildings to the Bonding Warehouse in York showing a range of sympathetic conservation based interventions.

Liz exploited the coastal attractions of NELC starting the afternoon session with a short presentation and tour of the Pier in Cleethorpes with Architect James Lockwood, who showed proposed improvements to this locally listed seaside structure.

The final visit was to Humberston Fitties Conservation Area – a unique ‘plotlands’ development - to consider the impact of a proposed windfarm of 8 turbines up to 115m high just over the border in East Lindsey. The proposal has been the subject of a recent public inquiry at which yours truly gave evidence endorsing the concerns of NELC.

On the same day Chis Crew from South Holland District Council said his farewells as he embarks on a new job in the Channel Islands.

LCOG will miss the contributions of both Liz and Chris although Liz’s bad luck with the weather wherever she takes us may suit some of the less hardy LCOG survivors!

Rebecca Burrows, who took over from Matt Cooper as Historic Churches Support Officer at the Diocese of Lincoln in 2012, has herself moved on. Although the Diocese of Lincoln web site still mentions the departure of Becky Burrows, I understand Matthew Godfrey has taken up the position. Matthew is of course better known to us all in Lincolnshire for his sterling work on the Lincolnshire ‘Heritage at Risk’ survey masterminded by Heritage Lincolnshire.

As LCOG numbers continue to decline can four meetings a year be sustained? NELC has advertised Liz Mayle’s old job and it is understood Lincoln City will also be advertising soon. But what of South Holland or Boston? And wind and to a lesser extent solar farm applications appear to be eating into conservation officer time at East and West Lindsey, South Kesteven and North Lincolnshire. Something to discuss as next year’s round of LCOG meetings gets underway on 26th September to be hosted by Ian Wright at South Kesteven District Council.

Ian is having to manage on his own at present as Kerry Walmsley, Lincolnshire County Representative is currently on maternity leave. Congratulations Kerry on the birth of your baby boy William!

ROBERT WALKER

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Northamptonshire

The quarterly meetings of the Northamptonshire CO Forum have been well attended and informative, with lively discussion of current conservation planning and policy matters at national and local level, and reviews of selected local authority casework and appeals. No site visits or special events to report on this year, but we recently had a presentation by Clive Fletcher, English Heritage Principal Advisor for Historic Places, on Conservation Areas At Risk. English Heritage has reviewed its online

survey in response to feedback from local authorities, and is hoping to create a more user-friendly and positive tool. Our discussions with Clive identified some of the issues typically facing (and, in some cases, specific to) conservation areas in Northamptonshire, and considered how English Heritage might use the data from future surveys to assist local authorities to manage and enhance their areas.

In June 2014, Graham Cadman left the County Council archives and heritage service, the result of budget-led redundancy. The County's HER and planning archaeological advice service to district and borough councils are not affected by the current programme of budget cuts and restructuring.

Potential good news for Kettering Borough Council, which has been without a dedicated conservation post for several years. There are plans to create two lead heritage roles as part of a forthcoming restructure.

Northampton Borough Council reported on a successful Heritage Lottery Fund bid for Delapre Abbey in Northampton for roof repairs to this Grade II* listed building. The HLF bid for Chester Farm, Wellingborough, has also been successful. The project is now in the tendering phase. A new architect has been appointed to take the scheme forward.

There have been numerous HLF funded church repair schemes in progress throughout the county, including essential stone repairs to Holy Cross in Daventry and the Church of St Peter & St Paul In Watford, both on the English Heritage 'At Risk' register.

English Heritage has conducted a Defined Area Survey of abandoned and shrunken medieval village sites in Northamptonshire. The project included a review of some existing scheduled monuments, with a view to enhancing the descriptions and amending the area of protection where appropriate, and an assessment of undesignated sites identified by research as meriting assessment for scheduling. Several sites within Daventry district (Ashby St Ledgers, Clipston, Little Oxendon and Walgrave) and other parts of the county (Horton, Kirby, Steane) have been newly designated in recognition of the exceptional survival of their earthworks and buried remains.

A request for updates from around the County generated only one response – from Wellingborough Borough Council (thank you Alex) – *'In November 2013 we successfully had an Area of Special Control of Advertisements approved by the Secretary of State in the Town Centre Conservation Area. This gives us more control over fascias, etc. that can be erected in the CA without planning permission (i.e PD parameters stricter). Also, we are in discussion with EH with regard to heritage's presence/status in the emerging Wellingborough Local Plan, factoring in the requirements of the NPPF'*.

RACHEL BOOTH

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Nottinghamshire
Report awaited.

JASON MORDAN

Other Reports

Derby City Conservation Area Advisory Committee

As Branch representative on the Derby City Council Conservation Area Advisory Committee I am held to be a co-opted Member of the Council subject to the Members Code of Conduct and required to maintain a standing declaration of interests.

Since my last report there have been twelve meetings of the Conservation Area Advisory Committee and I have been able to attend eleven of these. At these meetings in the order of 100 applications for development have been considered and recommendations made for consideration by the determining Planning Committee. Other matters considered have included the formulation of pre-application advice, public realm improvements, a Townscape Heritage Initiative update, and a report on the draft Local Plan Core Strategy. I have also attended a local awards ceremony.

The Conservation Area Advisory Committee is performing a valuable role supporting the Conservation Officers of the City Council and offering specialist heritage input to assist decision making of the Planning Committee. Conflict of interest has not been an issue during the past year and I consider it is appropriate that the IHBC Branch should continue to be represented on the Conservation Area Advisory Committee. I would be delighted to continue in that capacity.

CHRIS COLLISON

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Leicester City Conservation Area Advisory Panel

Meetings of Leicester City Council's Conservation Area Advisory Panel are attended whenever work commitments allows. A number of interesting and challenging proposals have been considered by the Panel in the past year but the stand-out was the proposed Richard III visitor centre in a vacant school building, which has now opened and is well worth a visit, tremendously located adjacent to the car park where the remains were found and opposite the Cathedral where the remains are to be interred. On another occasion, the challenge of enlarging the City's main hospital when an unlisted but historically and socially significant chapel stands in the way produced lively debate.

The interest in the historic environment (and often attendance at the meetings) of the elected City Mayor appears to have raised the profile of the Panel and meetings are usually well attended by a wide representation of professional bodies.

DAVE TRUBSHAW

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ALGAO Representative:

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NOMINATIONS FOR ELECTION TO EAST MIDLANDS BRANCH COMMITTEE

I would like to nominate the following person for the post of

Nominee Name:.....

For the Post of:.....

(Chair, Vice Chair, Branch Representative to Council, Secretary, Treasurer, Membership Secretary, County Representative, Education Representative, or General Committee post)

Address of Nominee:.....

.....

.....

I have approached the person nominated above who is prepared to stand for election.

Proposed by: (Print Name).....

Signature of Proposer:

Seconded by:.....

Please send or e-mail completed nomination form by 10th September 2014 to:

Stephen Bradwell,
IHBC East Midlands Branch Secretary,
6 Guildford Way, Loughborough,
Leics. LE11 3SE

stephenbradwell@virginmedia.com

Papers prepared by
Stephen Bradwell,
IHBC East Midlands Branch Secretary
8 September 2014

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