



## SOUTH BRANCH

### MINUTES OF ANNUAL GENERAL MEETING

Held on Friday, 26<sup>th</sup> October 2018 at Andrew Wiles Building, Oxford University

1. **Apologies** had been received from Prof. Malcolm Airs, Kevin Stubbs, Sarah Homer, Chris Smith and Brian O'Callaghan. 24 members were present.
2. **Minutes** of the last AGM held on 20<sup>th</sup> October 2017; there were no matters arising.
3. **Election of committee**: Morwenna Breen-Haynes was elected as Treasurer in place of David Birkett who was standing down after many years sterling service. All other members of the committee were re-elected. Dr Brian O'Callaghan has volunteered to help with full membership applications. There are several vacancies; for current committee members and vacant posts see below.
4. **Treasurer's Report**: the unused surplus from the Winchester Annual School in 2012 (about £1,000 per year) still means that we can organise events at subsidised rates. It was pointed out that our events are cheaper than those of other IHBC branches. The current bank balance is £375 (without the money received from national IHBC).
5. **Activity report**: The Chairman reported another busy and successful year with three CPD events – on churches at Odiham on 19<sup>th</sup> January, “Naval Gazing” at Portsmouth on 18<sup>th</sup> May, and today's Oxford event on modern buildings. There was also a MATE event on 13<sup>th</sup> September in Woodstock. The branch awarded one full bursary for the Annual School in Belfast. With the current numbers of volunteers it is not feasible for the Branch to organise more than three events each year. For 2019 the Committee is hoping to arrange events on Memorials in April/May, a Clay Day in early June and “Wood is Good” combined with the AGM in late Autumn. The Chairman welcomed ideas and suggestions and, as always, made a plea for more members to spread the load by helping with arrangements.
6. **Any other business**:
  - The Chairman invited ideas for future activities. One member suggested an event on fire and thatch, but this should be covered by the 2019 Annual School. Also that the memorials event should include the topic of safety in churchyards.
  - Did we publicise our activities enough? Apart from emails, Alison circulates news of events to a wide range of building professionals. National office also includes our events in their Newsblogs and social media.
  - There was a discussion about the merits of full membership and the continued reluctance of Affiliated members to apply because of the perceived difficulties in completing the application forms. This is despite MATE sessions and some members setting aside office time for employees to help each other through the process. Gill Butter kindly offered to help with mentoring and Emilia McDonald felt a lack of confidence deterred people who failed to realise just how much they already knew. Alison Davidson pointed out the benefits of full membership and that guidance was given to applicants who were rejected on their first attempt. The Chairman would contact Kate Kendall to pass on the feelings of the branch.

- The IHBC wishes to involve more members in Council+ meetings. This is a good opportunity to find out more about the IHBC and swap ideas. Expenses are paid and full IHBC membership is not required.

### **IHBC South Branch Committee 2018-2019**

**Branch Chair:** Jonathan Clarke

**Vice Chair:** Julia Foster

**Secretary:** Marian Miller

**Treasurer:** Morwenna Breen-Haynes

**Branch rep on IHBC Council,  
and Branch and Professions Liaison:**

Alison Davidson

**Buckinghamshire Rep:** Peter Cross

**Oxfordshire Rep:** Sarah Homer

**Berkshire Rep:** Gill Butter

**Hampshire Rep:** Chris Smith

**IT/Communications/Publicity Co-ordinator:**

Olivia Mayell

**Membership (applications):** *(comments on applications for full membership received by the branch)* : Brian O'Callaghan

**Committee members:**, Kevin Stubbs and Emilia McDonald

#### **Vacant posts:**

**Channel Islands Rep:** *(contact point for applicants, and members within Channel Islands)*

**Assistant secretary:** *(deputises for secretary when necessary)*

**Events co-ordinator:** *(handles room bookings, liaises with speakers, organises catering)*

**Membership (Outreach):** *(responsible for raising awareness of the benefits of membership, encourages new members to apply)*