



**South East Branch Committee Meeting
The Clergy House, Alfriston, East Sussex
Thursday 20th July 2017 at 7pm**

MINUTES

Present:

Eddie Booth, Sanne Roberts, Lone Le Vay, Lisa Brooks, David Martin, Barbara Martin, Stephen Howard Gray (Speaker),

1 Apologies

Debbie Maltby, Eimear Murphy, Seán Rix

2 Minutes of the last meeting

Agreed

3 Matters arising

None.

4 Branch Survey (draft completed by Sean Rix for agreement)

Sanne Roberts explained the purpose of the questionnaire and ran through some of the responses on key areas of interest to the membership. There was a discussion and a number of comments and suggestions were made:-

- New member recruitment; there is lack of knowledge/publicity about the Branch, particularly when people move to the area from other Branches.
- There was broad agreement with the recommendation that members could be on email lists for other Branches, for example if working and living in different Branch areas, or if they live/work in close proximity to an adjacent Branch area.
- The feedback on Affiliates seminars was that while they were helpful, the problem was finding time to complete the applications for Full Membership. The online information was good and having applications reviewed by existing full members was considered most helpful.
- Members present were happy with current communication arrangements – ie email.

5 Branch Business Plan – Progress and way forward

Eddie Booth confirmed he was leading on the drafting of the Branch Business plan and this is work in progress. Lone Le Vay, offered to read through the existing one to tease out relevant information that could help inform the Business Plan development. It was also suggested that we review other branches Business Plans as well

6 IHBC SE Day School/AGM

Progress on arranging the annual AGM event was discussed. Duncan had made good progress contacting potential speakers on the agreed theme of Retrofitting historic buildings, as agreed at the May Committee meeting. The main issue was to

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secure a venue and establish availability in order that we can finalise a date. It is proposed that it would be held around October/early November on a Friday. There was a discussion about various potential venues, including the Tourist Information Office in Margate and also the Maidstone Museum. The main concern was that the spaces shouldn't be too limiting in terms of potential numbers and there should ideally be sufficient space to facilitate the buffet lunch. If anyone has any ideas they should let the committee know, further research will be undertaken in the meantime. It was suggested that we could contact the High Weald AONB to see if they have any recommendations.

7 Feedback from National IHBC (Sanne Roberts)

Sanne Roberts gave an update from the last Trustees meeting, which was a virtual meeting. Main points:-

- Next Annual School: Belfast 21st to 23rd June 2018 – Focus of Sharing
- 2019 Annual School would focus on Disasters
- 2020 has been confirmed as South-East Branch; we need to consider a theme and planning a venue. Technical/maintenance issues was a possibility
- A leaflet, Conservation Practice Principals is to be sent to every member. It is basically to set out what IHBC Members do.
- The IHBC website was being upgraded and would look different. Sanne reminded members of the Toolkits, a useful resource (<http://ihbconline.co.uk/toolbox/>).
- IHBC are supporting a Conservation WIKI
- A number of Special Interest Groups are being set up, for example one on Islands on how to support members working on islands, in terms of networking and training. These are to be action based with defined outcomes.
- Lone Le Vay, gave an update on the listed building curtilage issue, on which she had been involved as co-ordinator of the IHBC Legal Panel. Historic England (HE) had revised their draft advice, following the consultation, and a meeting is being held with HE on 1st October which will be attended by Nigel Hewitson as the Institute's legal representative.
- IHBC are developing an International Engagement Strategy including International networking through "FEMP"
- The next Council+ meeting is to be held on 30th November and members are encouraged to participate.
- The next Trustees meeting is on 7th September. Sanne is unable to attend so a volunteer to attend in her place is sought.

8 Feedback from Annual School in Manchester

Eddie Booth gave an update on this year's Annual School in Manchester. He was particularly impressed with the slick management of the event and identified some useful lessons for ours, particularly the glossy Annual School booklet; a well planned day school, focussed on the topic; excellent tours with a lead and committee member; and a very useful pocket-sized booklet on Manchester pubs

9 AOB

None

10 Date of next meeting

21st September with a talk on Solent sea forts, venue to be confirmed.