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IHBC WALES BRANCH MEETING HELD AT THE INTERNATIONAL PAVILION, THE ROYAL WELSH SHOW GROUND, LLANELWEDD, POWYS ON THE 27TH APRIL 2012

In Attendance: Ron Douglass, Dave Jump, Nathan Blanchard , Arwel Llewellyn Thomas, Debra Lewis and Neil Maylan

1. Apologies.

1.1. Apologies were received from Tina Lloyd, Jill Fairweather, Edward Holland, Lindsay Cuddy, Gwilym H.Jones , Richard S. Dean, Sue Tomlinson , John Edwards and Trefor Thorpe

2. Minutes of the IHBC Wales Branch Meeting held on the 16th February 2012 at St Fagans National Museum, Cardiff CF5 6XB

2.1. The minutes of the last meeting were read and two corrections were identified 5.1 planned and 9.2 HEG. The remainder was agreed as being a true record of the meeting. (Proposed NM seconded RD).

3. Matters arising from the above meeting.

3.1. In respect of officer posts. DL informed that she was willing to help if a post was available. The Committee confirmed that her proposal should go to the AGM in November. **[action DJ]**

3.2. Under item 6. NB reported that members are generally happy with the existing system.

3.3. Under item 8. NB reported that he would remind the Chairman about writing to our Director regarding an amicable settlement for the split in the profit from the 2011 Annual School. **[action NB & RSD]**



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4. Proposed Online Banking.

4.1. RD updated the meeting on the process and NB & DJ explained why they wished to put the proposal to the meeting. The current system of authorising cheques requires two approved IHBC Wales Branch Committee officers' signatures, while Online Banking allows a single signatory to process payments. In view of this we are suggesting that once Online Banking commences any payments in excess of £200.00 will need to obtain the written approval of two authorised signatories. The suggested method is by email. In addition the meeting proposed an Annual Audit by the IHBC Wales Branch Committee for endorsement at the AGM. (Proposed NM and seconded ALT) **[action RD,NB & DJ]**

5. Heritage Bill for Wales- Branch responses & joint working.

5.1. NB confirmed the date for the event at Aberystwyth to be the 25th May 2012.

5.2. NM confirmed the IFA planned event was vastly oversubscribed by national archaeology heads and the worry is that Welsh members would end up in the minority. Therefore it is proposed that IFA (Wales) will run their own workshop. NB confirmed IHBC will also wish to do the same between now and September.

[action RSD,NB & NM]

6. ICE Combined Calendar goes digital

6.1. DJ reported Felicity White ICE had been in touch by email. Firstly the perceived cost to participant organisations would be more than £100 but the email dated 11 04 12 confirmed if they can raise enough revenue from advertising to cover production and running costs, the charge may well be less than £50. Per annum.



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The meeting comprehensively endorsed the proposal for the branch to participate (proposed ALT seconded DL).

[action DJ]

7. Proposed North and South Wales visits/events (update)

7.1. DJ reported that he had spoken to Sue Tomlinson at the BHF before the meeting and she had confirmed discussing arrangements with Simon Robertshaw in regard to Fire Regulations and the protection of historic buildings. In addition Sue was looking into the possibility of a trip to a LB in her area.

7.2. NB informed he was looking into the possibility of arranging a trip and visit to the Houses of Parliament.

7.3. DJ was asked if he could look into the possibility of a visit to Plas Coch, Anglesey (recently article in Context).

[action ST,RSD,SR,NB &DJ]

8. IHBC Survey of Conservation & Archaeological staffing in Wales.

8.1. The meeting had been privy to the verbal presentation given by DJ on behalf of IHBC at the BHF. In brief the draft report was completed last month and presented to Cadw for observations and comments before finalising. Cadw have not as yet responded to the IHBC. **[action Cadw & IHBC]**

9. IHBC Wales Branch Officer's Reports

9.1. RD informed there is £1475.00 in the current account, £101.00 in the reserve account and £25.00 in the bonus account. On the 23rd March we



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paid £250.00 to Welsh Skills. The meeting asked if this initiative was linked with the Branch Business Plan? .NB reminded DJ that we need to keep IT @IHBC informed of all site visits and events to ensure we are covered by our insurance.

9.2NB reported back from the last Council Meeting. The IHBC have a new Education Officer in David Mc Donald (retired Principal C.O.).The Annual School will be in Winchester this summer. **[action DJ & ST]**

10. AOB

10.1. NB reminded the meeting of the last meeting action points and those which remain outstanding.**[action NB to remind RSD re: items 3.1 and 10.1 of the last meeting]**

10.2. RD asked NB if the car mileage allowance had changed. NB confirmed it to be 45p per mile.

11. Date and time of the next meeting.

11.1. The time and date of the next meeting is TBA but it was proposed that it be by Video Conferencing and sometime in July.

[action DJ]