



IHBC YORKSHIRE BRANCH AGM 2010
Friday 5 November 2010 at 4.15 – 5.00 p.m.
The Hospitium Museum Gardens, York
(after Restoration Yorkshire 2010 Conference)

Persons present. Keith Knight (KK) (Chair); Stan Driver (SD); Peter Fisher (PF); David Blackburn (DB); Virginia Wedgewood (VW); Geoff Holland (GH); Jim Hill (JH); Tony Robinson (TR); Alison Sinclair (AS); Susie Peace (SP); Zoe Kemp (ZK); Hilary Byers (HB); Roger Wools (RW); Kate Newell (KN); Alan Adams (AA); Ann Petherick (Appeal Site); Sheena Campbell (SC); Sue Wrathmell (SW); Ken Burley (KB); Richenda Codling (RC); Bob Scriven (BS).

1. Welcome and Introduction: KK welcomed everyone to the AGM and gave a brief summary of the achievements of the day's Restoration Yorkshire Conference.
2. Minutes of the last AGM 3 March 2009:
These had been circulated to the membership and attendees had been asked to bring their copies with them.
3. Matters arising from the Minutes:
KK spoke at length about the Branch Committee, explaining its structure and purpose and introducing the current committee members: Keith Knight (Chair and current Branch Representative on Council); Bob Scriven, (Treasurer); Stan Driver (Secretary); David Blackburn, (Membership Secretary); Richenda Codling (Communications); Peter Fisher, (Events Secretary); Ken Burley, (Minute Secretary). KK stressed the importance of links with other related organisations. In this regard, Virginia Wedgewood drew attention to a forthcoming meeting of the Mackintosh Society which would be addressed by an eminent authority on Mackintosh. KK went on to refer to the Branch Business Plan, pointing out the Restoration Yorkshire Conference and the successful visits to Cusworth Hall and Park (Doncaster) and the Royal Hall and Royal Baths at Harrogate. This number and type of event will continue to be delivered by the Branch with the support of its Members. Other roles of the Branch include linking with the IHBC at national level. KK felt that the IHBC punched above its weight, referring in particular to the consultation response on PPS5 by the IHBC Consultation Officer (part time) and senior members of the Institute. The IHBC response has had real influence and other IHBC responses could as well. KK emphasised that integration with local authority Conservation Officers is an aim of the IHBC Yorkshire Branch; County Conservation Officer representatives would be welcome on the Branch Committee. KK also drew attention to other vacancies on the Committee including the Heritage Environment Forum (HEF) representative. He hoped members would contribute ideas for future activities

and that the Branch could organise events in which more members could participate.

4. Branch Officers' Reports:

(a) Treasurer:

Bob Scriven reported that a new account had had to be set up in order to transact the Branch's business. He had remitted £2,400 to IHBC Head Office on the Branch's behalf, receiving in return a branch allocation of £2,000. Currently the Branch holds approximately £2,000 in its account for which there are now three signatories. With regard to future Branch activities and funding, branches can ask Head Office for £500 towards events. From the Branches' Connection Meeting held the previous day to this meeting, it was clear that branches can draw monies down from Head Office. Turning to the Branch Business Plan, Bob Scriven emphasised we would like input from the membership and he requested members to come forward to assist and join the committee. He also pointed out that some branches had accumulated funds, particularly the South West Branch which has £12,000 in the bank. Finally, BS congratulated KK on the quality of the Restoration Yorkshire Conference.

Tony Robinson asked how the South West Branch could hold on to £12,000 if Yorkshire Branch can only keep a maximum of £2,000. KK believed the £12,000 arose out of the South West Branch's surplus from holding the National Conference. **However, he felt the matter should be raised with Head Office. Action BS.**

David Blackburn thought the Branch surpluses had generated the new rule of the cap of £2,000 on branch balances. KK noted that the Branch Committee had decided to offer Branch Members free attendance at the Restoration Yorkshire Conference 2010, more than doubling Member attendance in comparison with the 2009 talk and AGM.

(b) Branch Secretary's Report

Stan Driver took over as Secretary only in June 2010 (and had not had the Minutes of the 2009 AGM). Regarding the Branch Business Plan, he had used the standard format designed by Head Office. He apologised for not having circulated the Draft Business Plan in time for comment. He went on to summarise the Plan, referring to Branch functions and how they were discharged. The Yorkshire Branch is clearly now more active and this is reflected in the Plan. He wanted to recruit more committee members, improve communications with the membership and organise more events.

In response to a member's question about notifying other Institutes concerning Branch events to encourage attendance and joint working, KK/KB pointed out this was already being done e.g. in connection with today's Restoration Conference. Although most Institutes were happy to publicise our events, not all were.

(c) Membership Secretary's Report:

David Blackburn reported that there are 134 members in different categories; 13 new members had joined the Branch this year although none as a full member, 11 being affiliates and 2 associates. Membership Application Forms were available at the AGM and anyone needing advice on membership should see him.

There followed a discussion about the entry requirements for full membership. Hilary Byers member asked if the requirements were too difficult. David Blackburn replied that there were weaknesses in the applications sometimes, for instance, the relevant experience was not long enough or the candidates had not provided enough information. Richenda Codling (acting Chair of IHBC Membership and Ethics Committee) said the membership guidance is being reviewed at the moment and added that some applicants forget the Membership and Ethics Committee does not know them or their work. KK pointed out that the application form was introduced in 2000 and in his view was more appropriate to Conservation Officers rather than other professionals in conservation. Stan Driver thought the IHBC approach was to move up to full membership over time. KK felt there were benefits to membership, including access to Conservation Officer job vacancies. RC reported that a mentoring approach was being developed to assist prospective members. **Zoe Kemp asked if there could be a training event on the application process and it was agreed that this would be a good idea. Action: PF**

(d) Events Secretary

PF pointed out that the Branch Committee was here to serve the membership, from whom he would welcome guidance regarding future events.

(e) Education Secretary's report (vacant)

RC confirmed she had resigned from the Education Committee last year but was still a member of the Membership and Ethics Committee and indeed, she was currently acting Chair. (See (c) above).

(f) County Representatives

KK asked if anyone wished to be a County Representative. Stan Driver commented we needed to canvas potential representatives.

5. **Election of Officers**

KK encouraged members to volunteer for the Committee. Any one interested but not wishing to commit immediately could approach him at any time. **Alison Sinclair offered to be Heritage Environment Forum Representative and this was agreed.**

One member commented that the title communications officer risked confusion with other posts. RC suggested Website Officer as an alternative.

KK asked if the existing Officers were willing to continue to serve. **KK,BS, SD, DB, KB, RC wished to continue and were confirmed in their appointment, as follows:**

Branch Chair/ Branch Rep	- Keith Knight
Treasurer	- Bob Scriven
Secretary	- Stan Driver
Membership Secretary	- David Blackburn
Events Secretary	- Peter Fisher
Minutes Secretary	- Ken Burley
Website Officer	- Richenda Codling.

KB asked if the Policy Secretary post was to be filled. KK confirmed it should be, pointing out the primary purpose of this post was to circulate consultations to the members. The Policy Secretary post remains unfilled.

6. **Business Plan**
See SD's report above and BS's Treasurer's report. The Branch is now to be consulted on the Business Plan 2010 – 2011.
7. **Any Other Business**
There was no other business.
8. **Date of next AGM**
to be circulated.