**IHBC North Branch Committee Meeting**

**Tuesday 12th March 2013**

**Held at Blackfriars, Newcastle upon Tyne**

Geoff Underwood GU

Ken Hutchinson KH

Mike Hein-Hartman MH-H

Richard Majewicz RM

Lee Wall LW

Stewart Ramsdale SR

Naomi Atherton NA

Sarah Dyer SD

Jules Brown JB

Ian Goodman (part) IG

Nikki Harrison (EH) NH

**1. Apologies** were given by Stewart Ramsdale, Val Robson, Ian McCaffrey and

Michael Atkinson. Alan Hunter (EH) could not attend but NH came in his place.

**Introductions** were given by all committee members

**2.** **Minutes of the Previous Meeting**: no amendments made and thanks to NA for

writing them and circulating.

**3. Proposed IHBC and ALGAO Joint event -** the idea to join forces with members

from ALGAO is being driven by EH and Nikki Harrison (NH) gave a short

presentation of the proposal to gather members views on the idea. The proposal is

for EH to facilitate a joint workshop day attended by members of IHBC and ALGAO

to explore new ways for working and discuss issues currently affecting the built

environment sector.

NH confirmed that EH have the resources to organise the event but would like the

support, endorsement and use of logo from both organisations.

Date and venue to be decided but workshop would be free. Considering sometime

in May.

Topics for discussion tbc but considering LA capacity issues, resourcing, skills NPPF

and implementation, funding and heritage at risk would possibly represent issues of

mutual interest to both organisations.

General view from members was that this proposal was very welcome and the IHBC

would support it, although noted that our members cover the ʻNorthʼ which is not the

same geographical area as EH. But all would be welcome.

* Forward a copy of the IHBC logo to NH
* Identify someone to introduce the IHBC on the day of the workshop
* Forward a copy of the contact details for all members to EH

**4. Branch Chair and Future Events/SPC/Training**

Northern Branch need to identify a new Chair following the resignation of Stewart

Ramsdale after 10 years.

JB considering the role of Chair, but is not in a position to do the role at the present

time.

Discussed what the role involved, including newsletter, meeting other institutes,

promoting the affairs of the IHBC, links with education etc.

**Next Steps**

* NA suggested an evening social in July to invite all members and discuss the need for a new chair, invite all members to consider standing for the role.
* Guildhall was suggested as a suitable venue by KH. KH to advise on costs/ availability.
* Formal call for nominations for members to stand as Chair to be sent out to all members in September 2013, one month before the AGM.
* AGM to be organised in late September/ October when the vote will be taken on
* the new Chair following receipt of nominations.
* Possible venues for the AGM - Segedunum was suggested by KH and a theme of ʻIntroduction to Archaeologyʼ was suggested by JB as a topic. To cover basics such as digs, assessments, watching briefs, terminology etc. Could promote through HSI. Maybe a link with HELM.
* Speakers to invite could include: David Heslop, Chris Burgess and Nick Hodgson.

**5. Annual School Update**

RM gave an update on progress of the Annual School in Carlisle.

* Web site is up and running;
* the skills fair to be held in the town centre;
* John Grundy will do a walk and speech at the civic reception.

Outstanding items include:

* finalising tour options;
* case studies;
* new and old skills;
* sponsorship;
* blog site.

GU thanked RM on behalf of the committee for all his hard work in preparing for the

Annual School so far. All committee members asked to let RM know if they are aware of any potential sponsors or sponsorship available. RM to advise if speakers need to also buy tickets for the events and RM will send NA a list of delegates and sponsors. GU to investigate if Northumbria (Uni?) could offer a speaker and sponsor?

**6. Future Events/CPD/ Training**

AGM to be held in September/October. ʻIntroduction to Archaeology for Non Archaeologistsʼ was suggested as a possible topic. Could be held at Segundum. KH to investigate whether this is possible. Possible speaker could be Roger Oram.

**7. Business Plan**

As a branch we should produce a Business Plan which sets out what the Branch

intend to do during the year. The Draft plan needs to be approved by Council.

Objectives are to run events throughout the year and make a small profit to be used

for future events.

GU offered to circulate example Business Plans from other branches of the IHBC.

(post meeting note: examples have been circulated)

MHH offered to prepare a draft Business Plan to circulate for comment by the

committee.

**Next Steps:**

To submit a Draft Business Plan to Council by June. Plan to include:

• notice of events;

• newsletter;

• professional support - ALGAO/IHBC/Mentor/Buddy support.

**8. Newsletter**

KH has recently issued the latest Newsletter. If anyone has any articles for the next

newsletter (aim to publish in September) then please forward to KH.

**9. Membership Report**

GU reported that there is a drive by the IHBC to get more members. The North

branch should look to helping support those who wish to become full members. At

least one person is known to be interested in becoming a full member and SD has

offered to mentor her.

**10. NE HEF**

NH gave a brief update:

* Website of 100 sites chosen to celebrate creativity and innovation in the NE
* Northern Architecture are planning an engagement project to accompany the website (subject to funding)
* Heritage Counts - this year's theme is skills
* HEF looking to develop links with LEPs.
* New NE cultural partnership is being created

**11. NW HEF**

RM gave a brief update. Heritage Champions meeting in Preston went well.

**12. Cumbria Rep Report**

RM gave a brief update:

* Meeting on 7th Feb with Graham Darlington.
* RM to be the link between IHBC and Architects.
* EH represented at the meeting ( Darren Ratcliffe and Judith Nelson).
* Advice on NHPP research building.
* NECT technical guidance possible.
* Fire protection Manager to give a talk.
* September meeting by ARCH including a talk by ʻADHOCʼ who offer an empty property house sitting service.

**13. AOB**

No AOB

**14. Date and time of next meeting:**

TBC but probably at the EH/ALGAO meeting.