

IHBC East Anglia Branch
Annual General Meeting 2023
Minutes of the meeting held on
Wednesday 18 November 2023 at 1.30pm
at
The Maltings, Ship Lane, Ely CB7 4BB

Present: David Edleston, Kate Knights, Amanda Rix, Eloise Limmer, Karolien Yperman, Chris Patrick, Nabeela Ameen, Stacey Weiser, Michael Hendry, David Grech, Charles Mynors, Maria Kitts, Emma Healey, Jack Watkins, Ian Johnson, Franziska Callaghan, Roderick Shelton, Peter Hayes, Sarah Cheng, Katie McAndrew, Charmain Hawkins, Paul Robertson, Kayleigh Judson, Neil Hewitt, Lucy Grey, Eilise McGuane, Sacha Langdale Smith, Susan Smith

The meeting was chaired by Emma Sharp.

- 1) Apologies:** Prue Smith, Bob Kindred, Phil Godwin, Christian Brady, Stephen Boniface
- 2) Minutes of the last meeting (19.10.2022):** Approved by the meeting with no amendments or matters arising

- 3) Branch Activity Report:** ES outlined the activities of the branch during the year

Branch Committee

The Branch Committee met four times in December 2022 (virtually), March (Cambridge), June (Norwich) and September 2023 (virtually). Branch committee meetings for the next year will be set at the 6 December 2023 committee meeting.

The branch was represented at HEF, Branch Connection Days, Council, and the Annual School.

Prue Smith

Membership

Membership: Membership as at 9 September 2023 shows a slight decrease from 2022. Numbers are as follows (last year in brackets):

Total membership is 232 (235), comprising of

- 130 (130) Full members,
- 2 (2) Associates,
- 5 (4) Affiliates and
- 95 (99) Supporters.

There are 22 members with un-paid subscriptions; please keep your contact details up to date to ensure timely collection of subscriptions and inclusion on information circulation lists. This can be done online or via email at membershipservices@ihbc.org.uk.

The newsletter highlighted online MATE training sessions to encourage Affiliates to upgrade their membership.

Jo Burton

Finances

The Branch is in a good financial position with an end of year balance of £1,898.29.

Amanda Rix

CPD and Events

Last year's Branch AGM and event was held at the Michaelhouse Centre in Cambridge on 19 October 2022. This was the first 'live' AGM event for two years and was well attended.

The retrofit training event was presented by John Edwards, on improving energy performance and sustainability of traditional and protected buildings.

The Branch was represented at County Conservation Officers Forums (COF) across the region, providing Branch updates to members.

David Edleston

Newsletter, and social media

Two newsletters were produced and circulated this year.

The Autumn -Winter 2022 / 2023 newsletter took a look at traditional building materials and the current threats relating to them. We were pleased to publish some fantastic articles, such as an article from Jenny Chesher on her Historic England Thatch project and an article from Toby Minter and Tonia Laws about the challenges facing them with shortages of materials and labour at the Bulmer Brick and Tile Company.

The Spring -Summer 2023 newsletter was more broadly about the management of the historic environment. Tim Howson provided us with another of his fantastic articles explaining the Listed Building Consent Order that has been served at Woodfield Cottages in Heybridge, Essex; whilst committee member Katie McAndrew wrote about 'Managing Consents' and the role of conditions in the consent process.

Both Kate and Eilise will now be stepping back from editing the newsletter but the next newsletter will be considering the valuable contribution that volunteers make to the heritage sector and the committee would welcome any contributions on this subject. We will also be able to include information about upcoming events so please keep us notified of any events in early spring next year that might be included.

We would like to thank our wonderful contributors and also Jo Burton who works her magic in making the newsletters presentable. Thanks Jo!

Kate Knights & Eilise McGuane

The Branch Committee has agreed a social media Policy – look out for posts on social media soon.

Katie McAndrew

Education

The branch offers free or subsidised places for students attending IHBC events and members are asked to increase awareness of the IHBC to students.

4) Business Plan and Financial Report: The Annual Accounts and Business plan were circulated prior to the meeting. Amanda Rix outlined the figures with the end of year balance being £1898.29. Most expenditure has been on costs associated with events and sending a committee member to the Annual School. The Business Plan has not changed apart from the update on expenditure and budget forecast for the next year. There were no questions or comments from attendees and the Financial Report, Business Plan and Annual Accounts were accepted by the meeting.

5) Branch Representative: Branch standing orders indicate that the Branch Representative to the National Committee is the only formal post that must be appointed at the AGM. Katie McAndrew has been nominated, with Charmaine Hawkins nominating and Eilise McGuane seconding. The nomination was agreed unanimously by the members present.

6) Election of Committee Members: We have 12 committee members, three of whom have served their three-year term and are standing for re-election (Kate Knights, Eilise McGuane and David Edleston). All three were nominated and seconded by members of the branch.

Celia Wignall has stood down from the committee so there are two vacancies. Maria Kitts was proposed by Eilise McGuane and seconded by Katie McAndrew. There is one place remaining and members were encouraged to get in touch if they would like to join the committee.

7) Any other business: Eilise asked if somebody could please provide an IHBC update to the combined Essex, Hertfordshire and Cambridgeshire COF on the 26th of October. Maria Kitts agreed to do so.

8) Branch Officers: Emma Sharp explained that branch officers would be decided at the next Committee meeting in Cambridge on the 6th of December 2023. All are welcome.