

**East Anglia Branch Committee**

**Minutes of a meeting held on 1 March 2023**

**at**

**24 Brooklands Avenue, Cambridge, CB2 8BB & via TEAMS.**

**Present:** David Edleston, Prue Smith, Celia Wignall (Chair), Amanda Rix, Eilise McGuane, Stephen Boniface**,** Katie McAndrew.

Emma Sharp**,** Jo Burton, Maria Kitts (via TEAMS)

1. **Apologies**: Boyd Nicholas, Kate Knights, Lucy Gray
2. **Minutes of the last meeting**: Held on 7 December 2022 were approved, with no amendments.
3. **Matters arising:** **Minute 4**: The email report from BN was discussed. The grant to Bury Town Trust was agreed, to support the two-day visit to the Holkham Estate to look at their repair, conservation and sustainability projects. BN to obtain an invoice from the Bury Town Trust for Amanda to pay this. CW to contact Jude Wheeler to ask about endorsement for the course from IHBC. **BN/AR/CW**

**Minute 6:** EMc has contacted Adam Menuge about possible involvement of master’s students with IHBC but has not had any response.

**Minute 7:** DE contacted John Edwards, the speaker at the AGM presentation to ask for slides to circulate to delegates, but has not had a response.

1. **Reports of representatives:**
2. **Council:** No update. CW meeting with Branch Liaison Officer on Monday. **CW**
3. **HEF:** No update asES was unable to attend the last meeting. The next meeting is scheduled for May. HEF is reviewing their operation in East Anglia with a view to encouraging involvement of other bodies to make it less HE centred. ES to contact convenor Hetty Thornton re minutes & consider opportunities for branch in HEF review. The next conference will be about Net Zero. **ES**
4. **Education:** The email report from LG following her attendance at the IHBC CPD training launch in January was discussed, particularly in relation to the use of local speakers and central approval requirement. Noted that CPD must include in-person element. LG to meet with Anna Hart in early March.  **LG**
5. **Branch Activities 2023:**
6. **AGM event: October/November 2023, Ely.**

DE spoke to Anna Hart (Education Support Officer) re the IHBC Curtilage presentation and she confirmed that trainer will be Charles Mynors. The course outline on the IHBC website looks very general with no obvious focus on ‘curtilage’. DE to ask for clarification of the course content and request that some practical examples are included. Wednesdays 18 October or 1 November were agreed as potential dates. DE to explore The Maltings at Ely as a possible venue. **DE**

1. **Potential joint event with RICS.** The Future of Thatching – no progress. Agreed to discuss it at the next meeting, possibly in relation to general heritage skills training. KMc to follow up with Nicola Duncan-Finn (English Heritage) re traditional skills training - barn at Castle Acre suggested for possible IHBC event / support? **KMc**
2. **Other events.** The committee had a wide-ranging discussion about ensuring that events are appropriate for the membership given that many Branch members are from private practice. In addition, most events to date have been held in the north or east of the region and few in Bedfordshire and Hertfordshire. The history and management of Garden Cities was suggested as a future topic, possibly for 2024 AGM. Possible venue, Letchworth. David Ames, Director of the Letchworth Garden City Heritage Foundation, would be a good contact for this . **ES/All**
3. **Treasurer’s Report and Business Plan**: The Business Plan and Annual Accounts were submitted to central IHBC in September to be considered at the December Council meeting. AR has not had any queries she assumes that they have been accepted. The bank account has a positive balance of £2,594.29p. Barclays have requested further details for the bank account, AR will be in contact with the relevant people when she knows what information they require. **AR**
4. **Newsletter:** Articles are being sourced for ‘Managing the Historic Environment’. Michael Knights has submitted an article on the repair of St Michaels Church, Shotesham, where AR attended an SPAB flintwork training day. **KK/EMc/LG**
5. **Social media**:The report from the Social Media sub-committee was discussed and the overall aims agreed. It was also agreed to focus on promoting the region and IHBC events rather than discussion forums which would be difficult and time consuming to moderate. It was agreed to close down the Branch Twitter and Facebook accounts and initially concentrate on Linkedin. SB/KMc to send the Social Media Plan and a front-page design for the Linkedin account to central IHBC for their agreement. **SBKMc**
6. **MARSH/IHBC awards:**  The committee had a wide range discussion about the criteria for the awards including the definition of ‘retired’ – does this mean voluntary activities in relevant field, as opposed to being paid to run courses and give talks? The Branch has little connection with retired members and no information about what voluntary activities they are undertaking, so connecting with retired members could be looked at during the coming year. It was agreed that CW contact Jude Wheeler to clarify the criteria for the retired member and skills awards. **CW**

**Printed folders, branch banner and email:** As information for Branch events is emailed to delegates to print out, it was agreed that printed folders would not be required. It was felt that a Branch banner would be useful and CW to enquire about a possible design. The Branch email address is for incoming emails only. CW to ask if it is possible to have one for outgoing emails as well. **CW**

1. **Information exchange/AOB**: No issues raised.

**Future meetings**: 3.30 pm on Wednesday 7 June (possibly in Norwich – to be confirmed), 6 September (AGM October/November) & 6 December 2023.

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