

**East Anglia Branch**

**East Anglia Branch Committee**

**Minutes of a meeting held on 6 March 2024**

**on TEAMS.**

**Present:** Katie McAndrew (Chair for the meeting in the absence of Emma and Jo), Stephen Boniface, Eilise McGuane, Lucy Gray, Kate Knights, David Edleston and Jo Burton

1. **Apologies**: Boyd Nicholas, Amanda Rix, Emma Sharp and Maria Kitts
2. **Minutes of the last meeting**: Held on 6 December 2023 were approved, with no amendments.
3. **Matters arising:**

Item 5i) Awaiting update on HEF from Belinda (**ES**).

Item 8) Awaiting update on Head Office policy re branch archives (**AR**)

Item 11) ‘Branch New Year Celebration and Update Event’ – KMc attended this event via Zoom. There were representatives from almost all of the branches. The event was structured to make each branch look at its own website and check whether it was up-to-date. Ours was generally good although the Business Plan was not up to date and we need a point of contact. KMc also asked how other branches used social media. A few use Instagram including Northern Ireland who have been using it primarily to promote their conference and the SE are also quite active. It was suggested that it is best used to advertise specific events. Our Social Media Plan was circulated and used as a good example. The Head Office are going to run some training on Social Media. They are also going to hold these events regularly and will want good news stories from each branch.

1. **Reports of representatives:**
2. **Council:** No update apart from the above.
3. **HEF:** KMc provided an update on the HEF Skills Forum that was held in February at Wrest Park. The purpose was a fact-finding exercise by HE / EH to try and understand the skills shortages in the east. It did relate to HEF. KMc reported that there was a very wide range of people from the heritage sector which meant that the issues raised were many and the remit was therefore a little confusing – e.g. from surveyors and conservation officers, to flintworkers and lime workers. EH/ HE are very East Anglia focussed which is good news and this is still being led by Nicola Duncann-Finn. IHBC involvement was encouraged. KMc to ask Nicola if it would be useful to put something in the newsletter to encourage feedback to her. **KMc**
4. **Education:** No update.
5. **Branch Activities 2024:**
6. **AGM event: October/November 2024, Norwich.**

DE has made good progress. We will be using the IHBC Conservation Engineering course. He has spoken to the Kings Centre and the Roman Catholic Cathedral as a venue. He also looked at the Hostry at the Cathedral but this no longer appears to be available for bookings. KK suggested that the smaller room of the two available at the Kings Centre may be a bit small and is not as pleasant a space as the larger front room. DE to visit to check on venues and to feedback to the committee by email. **DE**

A date was set as Thursday 24th October.

1. **Wisbeach event** KMc is still waiting to hear from the NT at Peckover House. She has spoken to others and can use the Corn Exchange, where there could be a talk on Building Pathology, as well as a run through of the project in terms of funding, community engagement and reports / information gathering required. However, Peckover House would be needed to provide facilities (WCs etc) and hopefully we could also have a tour of that building. It is taking longer than expected to organise so may be more like a late spring/ early summer event.

KMc also stated that at the Branch event the Head Office suggested they are putting together a proforma to advertise events that branches would fill in and they would then circulate for us. **KMc**

1. **Thatching Day**

SB stated that this is currently on the back burner although it is still something he would like to do sometime. It would no longer be with RICS and would just be an IHBC event and he has two potential venues in mind. This will not take place this year. **SB**

1. **Treasurer’s Report and Business Plan**: KK reported for AR that the accounts balance is still at £2536.87. It was suggested that Head Office do not have an up to date Business Plan and KK could send it on to them [note: it was stated in the last minutes that the Accounts and Business Plan had been submitted to Head Office. KK to check with AR]. **KK / AR**

1. **Branch archives** This must be an issue for every branch. AR to report back or KK can pursue. **AR**
2. **Newsletter:** MK appears to be progressing with the next newsletter, the theme of which is ‘Volunteers in Heritage’. **MK**
3. **Social Media:** KMc reported that the Social Media Plan has been approved. KMc suggested it could be used to advertise events and also to encourage nominations for things such as the Marsh Awards. It was agreed that SB would lead on LinkedIn and KMc will lead on Instagram. It was also agreed that it should be an open group and not just limited to IHBC members, although people will have to apply. It should have benefits in promoting the organisation. People should let KMc have any ‘public’ good news stories from the region, along with photos (meeting the required standards). **KMc / SB / all**
4. **Information exchange/AOB**: KMc flagged up the Marsh Awards – one for Retired Members and the other for Learning in Heritage Skills.

Annual School in Reading: KK to check with Amanda if we still have a place available. LG and JB re likely to be going and can have their places paid for by work but one of them would take the place unless there is someone who’s work could not pay who would like it. KK to send an email round to all. **KK**

KMc reminded people to send good news stories to her. The Winter Gardens in Great Yarmouth was suggested, as were the Cambridge Design Awards where there is a Heritage category. **ALL**

It was agreed that the next meeting should be held in person, venue to be agreed but possibly Norwich so that Prue can attend and there could be a social event afterwards.

**Future meetings for 2024**: Wednesdays at 3.30 pm: 5 June, 4 September, 4 December (AGM October / November).

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