



**Minutes of Branch Committee Meeting:  
Tuesday 4<sup>th</sup> February 2014  
At The Fox & Crown, Appleton Gate, Newark**

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**Attendance:** Liz Mayle (Chair), Robert Walker, Rose Thompson, Roy Lewis, Sara Crofts, Liz Blood, Kerry Walmsley, Jane Roylance,

**Apologies:** Chris McKinney, Rachel Booth, Lisa Walton, Jason Mordan, Stephen Bradwell, Neil Robertson, Fiona Newton & Philip Grover.

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1. **Minutes:** Agreed as a true record.
  2. **Matters Arising:** There were no matters arising that did not appear elsewhere on the agenda.
  3. **Chairs Report:** Liz reported that she had still to write a letter of welcome to the most recent Branch member. Also, as agreed at the last meeting, she had still to revise the welcome letter for members upgrading their Membership.
  4. **Branch Representatives Report:** Roy had nothing to report as the next Council meeting is not until 27<sup>th</sup> February.
  5. **Treasurer's Report:** Rose had been to the bank and established that, other than herself, two other Branch members were signatories as was a former Chair of the Branch. She needed to resolve an issue concerning her signature and it was agreed a new signatory was needed to replace that of a former Branch Chair. Rose had still to claim the initial Council allocation of £500. An additional £150 would be claimed later if required. However it was noted that the Branch accounts still allowed for a liability accrued last year. The current account stood at £397-99 and the Reserve account at £190-01
  6. **Membership Report:** Neil had submitted his report with the agenda. This showed an increase of 4 Members in the East Midlands.
  7. **County Representatives Report:**

**Derbyshire:** Lisa Walton reported by email that the DCOG next meets in March. Otherwise there was little new to report.

**Leicestershire:** Liz Blood provided an update for last Leicestershire Conservation Officers' Forum held in Glenfield 11/12/2013, with visit to Bradgate Stables in Groby.

Jennifer Timothy vacated the Chair and no volunteers came forward. None of the Conservation Officers wanted to take over being IHBC Rep for the EM branch, so EB will continue for now.

Presentation on Broadband roll-out re the historic environment, asking COs for advice on placement near listed buildings/non-designated assets. Presentation on County's Green Plaque scheme (rolling scheme, 6 per year, public nominations).

Discussion of cuts, current status of CO hours, and potential changes.

Melton: 0.5 FT CO (includes Planning work). Possibly to reduce April 2014.

Hinckley & Bosworth: 1 FT CO. Possibly to reduce April 2014.

Harborough: 0.5 FT CO.

Charnwood: 3 FT person team covering the historic environment in the wider sense, not archaeology.

Northwest Leics: 0.5 FT CO.

Rutland: 1 FT CO

Blaby and Oadby & Wigston use County for CO advice, Harborough only occasionally.

County: 0.6 FT CO (includes Planning work).

City: 4 FT Historic Environment Team?

Next meeting in Harborough district, June 2014.

Enquiries

(Principal Planning Archaeologist, LCC). EH consultation.

Other news/items

City seem to be inviting public nominations for local lists.

**Lincolnshire:** Kerry reported that the most recent LCOG meeting had been hosted by West Lindsey DC on Friday 13<sup>th</sup> December 2013. Key points arising were:

- HLF bids have now been submitted for a £3.3m project at Stow Minster Project and for a £1.5m project at Algarkirk church.
- Marriana Porter is now in post as NKDCs Conservation Officer.
- Cath Pike, the war memorials project officer was introduced at the meeting and is delivering the Lincolnshire Remembrance: Memories and Memorials project.
- Grantham PSCA scheme has been allocated another £20,000 from EH, making the total grant £50,000 and works are progressing well.
- Sarah Harrison (West Lindsey) is at City of Lincoln for one day a week providing conservation advice.
- Heritage Lincolnshire is working on a bid to HLF for a further three year Heritage At Risk project.
- Windfarms and solar farms are still keeping everyone busy and Ben Robinson gave an interesting presentation on windfarms and public enquiries.

The next meeting of LCOG is on Friday 28<sup>th</sup> March, to be hosted by NKDC.

It was also noted that Keith Halliday had sent around a flyer for a training event, titled 'architects and surveyors colloquium', which is taking place on the 19<sup>th</sup> March. It appears to be a targeted event.

**Northamptonshire:** Rachel Booth had submitted a report by e-mail, which noted that the Northamptonshire Conservation Officers met on 15<sup>th</sup> January. Of particular interest was the departure of two conservation officers from South

Northants. Their jobs are currently being advertised.

The secretary of Peterborough DAC attended the meeting and outlined a new set of Faculty rules. Standardised and clarified procedures were also discussed. Encouragingly there appeared to be less reports of lead theft.

**Nottinghamshire:** Jason Mordan had also submitted a report by email. The next NCOF meeting is to be held in April. Jason highlighted a mud repair training event to be held in Slawston with Anthony Goode and Douglas Kent of SPAB on 30<sup>th</sup> April – 1<sup>st</sup> May 2014.

The B@R survey of Newark and Sherwood District is progressing well with about 60% complete with help from student volunteers and Heritage Trust Lincolnshire stewards.

Jason also noted an understandable increase in interest and activity around war memorials.

8. **Communications Officer Report:** Chris had sent his report by email. The Branch web site is up to date. In response to requests by Chris, Kerry volunteered to draft a report on the Lincoln Castle AGM visit. It was thought a volunteer had already come forward to write up the Richard II Leicester visit but this could not be verified on the night and needs to be checked. *(NB It was subsequently established that a volunteer had already come forward to write up the Lincoln Castle AGM).*

Decisions about the peripatetic Council visit, the Branch Bursary award and April meeting also need to be passed to Chris once known.

9. **Peripatetic Council Meeting:** Fiona had sent a draft programme to members of the working group. It confirmed that Council will stay at the Hallmark Inn which is just close to the Hallmark Hotel, the station and the Roundhouse. There will be an option to accommodate six branch committee members who do not live close to Derby in the hotel at IHBC expense. The Council meeting on the Thursday will be held in the Hallmark (Midland) Hotel next to the Station.

Fiona had asked the small working group to consider and conclude on venues for the AGM and the Friday Conference. The small working group agreed the following by email prior to the Branch meeting to ensure that Fiona could book the venues:

1. AGM to be held in the Hallmark Hotel prior to the evening event
2. The Friday conference to be at the Roundhouse

The Branch committee was unanimous in choosing the title *Building Skills for IHBC Membership* suggested by Fiona. **Lydia needs to be notified to help publicity.**

The venues (hotel and the Roundhouse) were felt to be ideal being close together and handy for Derby railway station. The Branch favoured a tour of the Roundhouse at lunchtime if this could be arranged.

Liz asked the Branch for suggestions for the two half hour slots in Fiona's draft programme. The Branch suggest it may be better to lengthen the lunchtime slot and reduce some of the other slots to facilitate a lunchtime tour of the Roundhouse. Liz is to ask Chloe Oswald about leading a tour of The Roundhouse. She suggested:

1. Tour of the Roundhouse – may be fitted in at lunchtime but would need to squeeze the programme a little. Liz Mayle to speak with Fiona and small

working group about this.

2. Suggestions for the two (blue) slots on Fiona's draft programme were:
  - a. Breakout groups to assist those who may wish to discuss more individually their applications
  - b. Tackling the two subjects that are perhaps more difficult to address in the 8 competencies. RL advised that these were Economics and Design – and to see if we could direct a session or both, towards dealing with how applicants can address these areas.
3. Limits on numbers were also discussed – target audiences too (HELM style of targeting and booking suggested). It was felt IHBC Affiliate Members would need to be given priority – but this needs to be checked with Fiona. However there may be architects, surveyors and engineers that are competent and worthy additions to the IHBC. Thought needs to be given to targeting these professions.

A possible evening tour of local historic pubs was also suggested!

10. **Branch Away Day:** Jane reported on the potential to visit the Magnus Building in April. A contact is known. This could be tied in with coming back to the Fox & Crown for a Branch meeting before or after. The Prince Rupert and Palace Theatre were also mentioned as possible venues before or after the Magnus Building. Jane and Rose agreed to look into a possible 'away day' held at home! It was agreed though that if it would be difficult to organise and/or expensive then as mentioned at the last meeting because of the Council visit and event in September then the fall back position would be to abandon the 'away day' event this year and just have a normal Branch meeting. The date for either should avoid Easter, which is very late this year. The 8<sup>th</sup> or 29<sup>th</sup> April or even early May were flagged up to consider.

Jane and Rose have been asked to decide on the feasibility of holding an away day within the next two weeks.

11. **Annual School Bursary Award:** Liz reported that only one application had been received. The candidate was an architect recently qualified in conservation. He may fit the criteria set by the Committee. However, it was felt the application needed additional justification and clarification. Liz is to get back to the applicant on these points. It was felt that it would be useful to have more conservation-accredited architects in the IHBC. Sara did however point out that 25% of the committee members attending the branch meeting that evening, were architects.
12. **Any Other Business:** Sara mentioned that Stella Jackson of the SPAB is now active in Lincolnshire as part of the maintenance cooperative. Sara provided her contact details and a synopsis of her role:  
stella.jackson@spab.org.uk mob. 07776 156274

Stella joins the team from English Heritage, where she has worked in the Designation Department since 2005, although she was recently seconded to the Government Advice Team as Places of Worship Adviser, which whetted her appetite for the work that the Maintenance Cooperatives team will be involved

with. Stella is also undertaking a part-time PhD at the University of York, looking at the values attached to local heritage sites. She is particularly looking forward to working with and developing the skills of local volunteers.

Building on the award winning *Faith in Maintenance* programme the HLF funded *Maintenance Cooperatives Movement* is a three year project that will not only provide training, but the support and resources needed to create a sustainable network of local groups or clusters of volunteers, supported by SPAB, who can confidently and effectively carry out essential maintenance at their local places of worship.

In each of five regional areas (North East, Cumbria, Lincolnshire, Somerset & Dorset, and Herefordshire and Worcestershire) project officers will set-up approximately five co-operatives of volunteers, led by a volunteer Volunteer Co-ordinator, who will be able to support maintenance at several local places of worship. This will include carrying out condition surveys, ensuring that preventative maintenance tasks are carried out, and understanding how and when remedial work can be done in-house and if not how to engage cost effective professional services.

In addition to a comprehensive schedule of training programmes, the project will support its local volunteers through online resources provided through a dedicated website, social media, blogs, eNewsletters, print and importantly a National Maintenance Week conference. The project is enthusiastically supported by a number of influential partners including English Heritage, The Churches Conservation Trust, the Arthur Rank Centre and Caring for Gods Acre. It is hoped that once the project ends the established co-operatives will be able to continue under their own steam and serve as a showcase for other regions to adapt and adopt.

The beginning of November saw the completion of the recruitment process for the project and all new staff were in place by 16th December, when the first team meeting was held. We are all enthusiastic to get started on the project, which will really get going in the New Year. Activities for the first quarter of 2014 are firmly focused on establishing awareness, support and enthusiasm in each of the five project regions, with a view to identifying pilot buildings in which to hold the first launch events in March/ April.

The regional project officers have been busy setting up numerous meetings in their areas and thanks to FiM the response so far has been extremely positive. Promotional materials that will run for the life of the project are also soon to be launched. The team are currently working on a social media strategy, website, eNewsletter, project blog and print. In the meantime information about the project and the work being done by the Regional Project Officers can be found on the blog at <http://www.spabfim.org.uk/blog/>.

13 **Date of Next Meeting: FRIDAY 25 APRIL** at Magnus Buildings, Newark (see Item 10 above)

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