



IHBC EAST MIDLANDS BRANCH MEETING

WEDNESDAY 10th December 2025 - 7pm
Microsoft Teams

AGENDA/MINUTES

1. Apologies and Introductions:

Apologies – KK – Kate Kelly, MB – Matthew Bentley, LM – Liz Mayle

Attendees:

FM – Felix Mayle

EW – Emilie Wales

CB - Chris Bradley

CS - Colin Simmons

CP - Chris Perkins

GW - Gregory Watkinson

JaB - Janine Buckley

JeB - Jennifer Ballinger

SW - Samantha Walker

KJL - Katy-Jayne Lintott

LB - Lloyd Bird

MH – Michelle Harvey

TS – Tom Street

Full round of introductions as first meeting since AGM.

2. Minutes of the Last Meeting & Matters Arising

EW has minutes of AGM will send round. FM to circulate to committee once received.

3. Updates:

SW is moving to work as CO in LPA in Derbyshire and volunteered to take on

4. Leicestershire County Rep

LB introduced himself as CO for Blaby DC, previously in Planning for ~20 years, moved into combined CO/Planner Role 3 years ago but working on conservation for 5 years. Undertook PG Dip at BCU in Conservation of Historic Environment at same time as FM. Has been nominated by PG (former committee member?), seconded by JB.

5. Private Sector Rep

KK has asked whether it would be ok to have a list of private sector members within branch for to make contact periodically for any comments/issues to flag up at committee meetings.

CP agreed good idea, seconded by TS, CS, FM. Agreed to speak to KK to liaise with CB and CS to get member names, and agree route of communication. Check spreadsheet as it may not specifically mention in a member works in private sector or not. If not will be reviewed to work out who to contact. Potential to ask Carmen at IHBC Membership Services if there is a way of telling. FM to email KK, CB, CS to move forward.

6. Chair's Report - FM

Not much to report on in the two months since AGM.

Business plan /accounts have been prepared and submitted to national office.

Local MATE Session response – 18 responses, 16 yes, 2 no – even split of virtual/ in person preference. Discussed this may not warrant sufficient interest for standalone EM event but could ask the question of MH/FN, it is presumed if event put on more people would come forward beyond those responding to the poll.

Two events on the go, planned trial event of topical subject at George Barnsdale's Factory (South Holland, Lincs) and one of the usual day long CPD event in Northants for April

MH is new branch liaison – Role is to support branch, liaise with national office as required. Can assist with filling and advertising vacant branch committee roles, events and social media etc.

Privy Council Office have reviewed the IHBC memorandum re: a petition for charter and have approval from PCO to submit a petition for charter, likely a fuller update on this at January AGM.

7. Treasurer's Report - EW

Only change is from October event, slight profit arising from AGM/CPD event. EW - Discussed change to bursary plans within business plan to roll-over unspent bursary from previous year. EW had contacted national office to establish costs for Annual School 2026 and the rolled over pot will be able to accommodate a full school place

plus some other tickets (day school, virtual places etc). The actual use will be determined by appetite for the bursary.
All generally agreed this was a good idea.

8. Events – CP

Look to organise the two standalone CPD events as normal in Spring/Autumn

Looking to trial some different, smaller CPD events – topical subjects. Similar to the shorter lunchtime CPD events held in architects' practices. George Barnsdale's factory visit is the trial event. End of January. Potential for virtual events, CP mentioned potential virtual CPD with Velux.

Northamptonshire next area for CPD event in Spring, led by CP with JB as local contact assisting with organisation, contacts etc. Northampton centred event. Largest market town, look at issues facing market towns. Two potential venues. Looking at 3 speakers - National/regional speaker (HE/HTVF?) – issues on market towns. Looking at Northampton's particular challenges, look at master planning (LPA staff). Several tour options – market square, council hall complex and the Black Lion Inn, CCT. Proposed date is Monday 27th April 2026.

Look to keep ticket prices the same as previous events £35 member /£40 non-member. Discussed if in future we may need to put Eventbrite fee on to ticket purchases, to date branch has paid the fee. To put this on purchases would increase costs but increase slightly any profit for branch which would be recycled into next event, or bursary pot etc.

Talked about potential covering costs for speakers etc, if asked could cover travel costs and possibly overnight stay as with Hardwick event. If not asked could provide a gift as token of recognition for their time.

KJL asked about provision of pre-event information, particularly about walking tour lengths, locations etc to assist people who may need to factor in other arrangements or to more fully understand what is involved. CP agreed this was a good idea and will be factored into next event preparation, thought it may make the event more accessible if people can understand exactly what they'll be doing.

All agreed CP to proceed and book venue for Northampton and to liaise with CS, JB to prepare a save the date flyer for early in new year.

Discussed Sept/October 2026 – agreed AGM/CPD combo worked well and all agreed we can replicate this in 2026.

Talked about Historic Building Recording as a theme for the 2026 AGM/CPD event arising from discussion with Naomi Field. EW mentioned Jenne Pappé, the new Project Officer at LCC for Mud and Stud project. EW mentioned both are good speakers for a potential event on recording.

EW has several potential projects for tour locations may lend themselves to location for the event. Alford Manor House, Spilsby Sessions House, Fyde Hall House, Shodfriars (both Boston).

KJL has links with both Boston properties with potential HTL insight for an event. Greyfriars in Lincoln, some current challenges but could be nearing completion around end of 2026 so potential location for event.

FM asked if there were members from other parts of the region that may have possible candidate sites for an event.

SW – Wingfield Station, Derbyshire CPO'd upgraded to II* and taken on by DHBT. Small site but lots of tours etc.

9. Communications

- **Bulletin –**
- **Twitter –**
- **Website –**
- **Event/Flyers –**

CS is preparing a bulletin and asked for any items of interest to be shared with him either now or via email or call after the meeting.

Talked about knocking Twitter/X on the head as account locked and tied to FM former work email at HTL so impractical to resurrect the account.

CB/CS raised LinkedIn as alternative to Twitter/X which may/may not be an appropriate avenue to social media presence for branch. FM noted that national office do appear to use it but was unsure on the extent of regional branches using it.

Talked about LinkedIn page for IHBC EM as new page, this has previously been an agenda item. Considered to be a more professional network within which a wide range of topics could be covered including:

Advertising CPD events (ours and other branches, national etc). Noted it requires time/dedication and consistency to build the page. CS happy to lead if people can feed relevant content to be uploaded to the page. GW if looking for things to be regularly posted to keep up content/ traction. County reps could provide updates on projects/happenings for potential content to be updated. Discussed what may/may not be acceptable content to post, MH is to provide copy of the social media guidelines/rules produced by national office for review. FM noted we should produce a list after the meeting that could steer content to be used on the new page.

All agreed for CS to setup linkedin page, FM to provide copy of branch logo.

CS has had the website updated post AGM to reflect the changes in committee.

CS has created a flyer and Eventbrite page and sent this out for Barnsdale event. (8 tickets purchased to date). Noted CP was to ask Barnsdale re: max delegate numbers so CS can set an automated sold out limit on Eventbrite.

10. National Updates

See PCO update in Chair's report.

IHBC AGM early January, speaker is new HE Co-Chief Exec on *'New Co-Chief Exec Roles and Priorities – Growth, Place, and the Heritage Sector'*

11. Membership Report – CB

In total 166 members, 89 full members, 11 affiliate members, 2 associate members, and 64 supporters.

Since June 2025 - 16 new supporter members, 2 members upgraded to affiliate, and 1 member to full membership.

A drop of 6 members since August minutes losing 2 full members, and 4 supporter members

12. County Rep's Reports

Leicestershire –
Lincolnshire –
Nottinghamshire –
Derbyshire –
Northamptonshire –

13. Any Other Business

No other business arising.

14. Date of Next Meeting:

Wednesday 4th February 2026, 7pm virtually on Teams. FM to send Teams invite for meeting.

Written Reports:

Leicestershire

Staffing

- CO positions currently outstanding (AFAIK) at Charnwood and North West Leicestershire. Charnwood did advertise fairly recently, but no idea if the position was successfully recruited to. Penny McKnight was working at Charnwood on an interim basis. The position at NWL has only recently become available following James White's departure to an authority in Derbyshire.
- Justin Webber at the City is currently down x2 CO positions, but Sally Hartshorne of Harborough providing some support to assist Justin.
- Paul Grundy at Hinckley is also covering ½ a day per week for both Tamworth and Rugby.
- Harborough successfully recruited to a full time CO position in June with Helen Livingstone providing technical conservation advice and DM/enforcement advice. Sally Hartshorne still works there part-time in her role.
- Toby Ebbs is still with Melton on a part-time basis and Fiona Wallace is still at Rutland.
- I am still providing ½ a day each week to Oadby and Wigston alongside my full time roll at Blaby.

Projects/Ongoing Issues – Taken from the Minutes of the last LL&RCOF in June 2025

- Hinckley – High Street HAZ was drawing to a close with snagging works over the summer being followed up, along with a legacy project of renovations to Council owned 39 Castle Street. Both projects seen as successful and progressing well. Small UKSPF Heritage Building Improvement Grant being launched for repairs and renovation works.
- Leicester – Ongoing HAZ at the Grand Hotel in Leicester City, potential underspend means that there might be scope to focus on upgrades to remaining Grand Hotel shopfronts. Historic England providing grant support for repairs to Corn Exchange bridge (HAR site). New Walk museum has Arts Council England funding with works ongoing. Consultation was underway for Evington Village CA appraisal.
- Melton – Fairly recent appeal decision shared with Leicestershire Cos re: Muston solar farm, impacting on the setting of Belvoir Castle and other heritage assets. Appella was allowed and gave substantial weight to the public benefits of the solar farm.
- North-West Leics – Several CA reviews have been undertaken and adopted. Consultation on local list additions around railway structures has led to a proposal for a potential CA designation along the Cloud Trail (Derby to Ashby line).
- Rutland – Issues regarding availability of materials such as straw for thatched roofs and Collyweston slate. FW, TE and LB have since attended a Collyweston Slate workshop hosted by the Collyweston Stone Slaters Trust and Claude Smith Ltd. Excellent event that was very well attended by COs and private practitioners alike. Also raised issues with dry stone walls i.e. the number which need repairs and several that have been repaired have been repaired poorly, resulting in enforcement action. Planning application for Ketton Quarry extension under consideration. Shop front and Window design guide being prepared.
- Charnwood – Nothing to report of significance.
- Blaby – Nothing to report of significance other. LB has been allowed x1 day a week to be set aside for CA appraisals. None of the District CAs have ever previously been reviewed.

- Oadby – Nothing to report of significance other than the University of Leicester selling off some of its properties within the Oadby Hill Top and Meadowcourt CA. All buildings are heritage assets (some listed, some locally listed) and range in significance. Some pre-apps received for some very unsympathetic schemes.

Nottinghamshire

Verbal update provided.

Derbyshire

Verbal update provided.

Lincolnshire

Staffing Changes

2 Changes announced since the AGM;

- James Adams (NKDC – Conservation Officer) announced he was departing at the start of February. No news as yet regarding whether there were any plans for his role to be refilled when vacant.
- Jen Pape (LCC) had started in a new role as the Mud and Stud Project Officer

North East Lincolnshire

- £236k secured for Cleethorpes Heritage Revealed; 25 EOIs for conservation area appraisal.
- Funding bid for Grimsby House of Fraser; Corporation Bridge funded with new contractor.
- HAR capital grant for community arts centre.

• South Kesteven

- Shopfront scheme in second phase, focusing on repairs.
- Grantham conservation area appraisal updated; Swinegate improvements noted.
- Considering notifying Secretary of State on changes; Stamford appraisal under review.

• South & East Lincolnshire Partnership

- Completed CA consultations for 3 authorities; adoption next.
- Archaeological advice now via LCC for Boston, East Lindsey, Horncastle.
- Upcoming appraisals for Boston & South Holland; Holbeach added to HAR Register.
- Pride in Place funding for Spalding, Boston, Skegness; shopfront schemes likely.
- Major projects: Spalding War Memorial completed; Shodfriars Hall, Fydell House progressing; windmill repairs under review; Gliderdrome project funded (£2.8m).

• City of Lincoln

- Shopfront Design Guide and local design code in consultation.
- Greyfriars repairs ongoing; vandalism at Lower West Gate.

- Condition surveys on monuments; suburban villa conversions increasing.
- Local list expansion and blue plaque scheme progressing.

· **West Lindsey**

- Increased consultation workload (wind turbines).
- Developing comprehensive HAR survey; Gainsborough levelling-up project moving to phase 2.
- Pride in Place funding (£20m over 10 years); RAF Scampton repairs under review.

· **North Lincolnshire**

- CA appraisals starting; Scunthorpe CA reduction planned with Article 4.
- Barton-on-Humber single-building Article 4 under consideration.
- Urgent works notices issued for chapel and Epworth.

· **North Kesteven**

- HAR surveys progressing; managing NSIP solar farm applications.
- New Heritage Strategy and Shopfront Design Guide adopted.
- Sleaford CA appraisal in consultation; positive feedback.
- Funding bid to double Heritage Grant scheme; site visit to Bass Maltings planned.

Northamptonshire

Verbal update provided.