



IHBC East Midlands Branch Business Plan: 2025/2026

Introduction

This is the Business Plan for the East Midlands Branch of the Institute of Historic Building Conservation. It sets out what has been achieved in 2024/2025 and our objectives for 2025/2026 together with proposals to achieve these objectives and the likely financial implications. Since the pandemic we have delivered a blend of virtual and in person events, with committee meetings in person and in-person meetings reserved.

Branch Committee

The Branch Committee has overall responsibility for implementation of the Business Plan. The Branch Committee 2025/26 is as follows:

Chair:	Felix Mayle	felix.mayle@northlincs.gov.uk
Vice Chair:	Matt Bentley	Matthew_Bentley@N-Kesteven.gov.uk
Secretary:	VACANT	-
Treasurer:	Emilie Wales	Emilie.Wales@e-lindsey.gov.uk
Membership Secretary:	Chris Bradley	Chris.Bradley@west-lindsey.gov.uk
Communications Convenor:	Colin Simmons	simmonsarchitects@outlook.com
Events Convenor:	Chris Perkins	Chris.perkins44@outlook.com
Education Rep:	VACANT	-
Private Sector Rep:	Kate Kelly	kate@kellymac.co.uk
Consultations and Policy Officer	Emilie Wales	Emilie.Wales@e-lindsey.gov.uk

Rep. for IHBC Council Student Representative	Greg Watkinson	gwatkinson@sholland.gov.uk
Derbyshire County Rep:	VACANT	
Lincolnshire County Rep:	Greg Watkinson	gwatkinson@sholland.gov.uk
Northamptonshire County Rep:	Jennifer Ballinger	Jennifer.Ballinger@westnorthants.gov.uk
Leicestershire County Rep:	VACANT	
Nottinghamshire County Rep:	Janine Buckley	Janine.buckley@nottscc.gov.uk
General Committee Member	Samantha Wood -	swalkerwood@wvsurveyors.co.uk
General Committee Member	Carol Heidschuster -	carol.heidschuster@nelincs.gov.uk
General Committee Member	Ros Worrall -	Rosamund.Worrall@HistoricEngland.org.uk
General Committee Member	Fiona Newton -	operations@ihbc.org.uk
General Committee Member	Liz Mayle -	lizmayle@googlemail.co.uk
General Committee Member	Tom Street -	tom.street@locusconsulting.com
General Committee Member	Katy-Jayne Lintott -	katy-jayne.lintott@heritagelincolnshire.org

Committee Members 2024/25

Chair:	Matt Bentley	Matthew_Bentley@N-Kesteven.gov.uk
Vice Chair:	Ros Worrall	Rosamund.Worrall@HistoricEngland.org.uk
Secretary:	VACANT	-
Treasurer:	Alice Ullathorne	Alice.Ullathorne@HeritageLincolnshire.org
Membership Secretary:	Emilie Wales	Emilie.Wales@e-lindsey.gov.uk
Communications Convenor:	Felix Mayle	Felix.Mayle@nothlincs.gov.uk
Events Convenor:	Chris Perkins	Chris.Perkins@cbp.co.uk
Education Rep:	VACANT	-
Private Sector Rep:	Liz Mayle	lizmayle@googlemail.com

Derbyshire County Rep:	Lucy Wilson/Samantha Wood	LucyCHillier@gmail.com / swalkerwood@wvsurveyors.co.uk
Lincolnshire County Rep:	Alice Cowl	Alice.Cowl@heritagelincolnshire.org
Northamptonshire County Rep:	Jennifer Ballinger	Jennifer.Ballinger@westnorthants.gov.uk
Leicestershire County Rep:	Andrea Brislane	Andrea.Brislane@leicester.gov.uk
Nottinghamshire County Rep:	Jason Mordan	Jason.Mordan@nottscc.gov.uk

General Committee Member	Samantha Wood
General Committee Member	Carol Heidschuster
General Committee Member	Oliver Jessop

Committee Members may from time to time be called upon to represent Branch at national meetings.

You do not have to be named here as a Committee Member to attend. All East Midlands members are welcome. For any members who would like to attend please contact Membership Secretary, Chris Bradley (Chris.Bradley@west-lindsey.gov.uk) who will arrange for the appropriate virtual invitation.

Branch Committee meeting dates 2025/26

Branch Committee meetings will be held online in the evening of the dates below where indicated. An April peripatetic in person meeting is indicated and this will be held in addition to any other CPD events which are developed by the Events Group in liaison with the Membership Secretary, and publicised by the Communications Group and Branch Secretary. To improve access blended offers will be explored at peripatetic events.

- Wednesday 10th December 2025 (7pm online)
- Wednesday 4th February 2026 (7pm online)
- April meeting venue and date tbc
- Wednesday 1st July 2026 (7pm online)
- September/October AGM venue and date tbc

AGM 2026

Late September or early October 2026

Branch Achievements 2024/25

Supporting members

- Supporting Members – continued response to member’s needs/requests to help develop the profession. Aligning events to competences for clarity. Branch agreement to support members affected by membership category changes and potential new members which will continue into 2025/26.
- Building Partnerships – through continued representation by branch members on advisory committees, panels and forums.
- Maintaining an Active Branch – through regular Branch meetings, links though County groups and County Reps and CPD events and electronic networking.
- Comms – regular emails, updated website and branch bulletins.
- CPD and Training – In person events held in Leicester and Newark.

Building Partnerships

- IHBC EM Branch have previously had a position on Derby City Council Conservation Area Advisory Panel this post has been vacant recently but is now held by Jon Millhouse.
- IHBC EM Branch have a position on Leicester City Conservation Advisory Panel this post is currently held by Mike Taylor.
- Alice Ullathorne and Katy-Jayne Lintott are leading an Equality, Diversity and Inclusion Working Group for the IHBC working with other professional bodies.

Maintaining an Active Branch

- All members notified of dates of Branch meetings, Members of Branch Committee, County Reps and date of AGM.
- Programme of Branch meetings up to AGM completed.
- Branch accounts maintained by treasurer and business plan produced.
- Notifying members of consultations via email giving the opportunity for them to make comments.
- Opportunity at branch meetings to discuss and provide formal feedback on behalf of the branch on specific issues.
- Events – Grimsby, Newark and Leicester events well attended and supported.
- Branch meetings were held virtually and were well attended.

IHBC Annual School 2019 (related funds)

1. The decision was made at the 2025/26 AGM to fund 1 regional place on the full 2026 Annual School in Newcastle. This was on the proviso that a full conference can be held. Alternatively a mixture of in person and virtual day school places will be offered as a bursary.

Key Branch Objectives for 2025/26

1. Supporting Members – continued response to member’s needs/requests to help develop the profession.
2. Increase number of East Midlands members.
3. Building Partnerships – through continued representation by branch members on advisory committees, panels and forums.
4. Maintaining an Active Branch – through regular Branch meetings, links though County groups and County Reps and CPD events and electronic networking.
5. Send 1 full place to the 2026 IHBC Annual School unless virtual and then decision within the branch committee regarding how many places can be funded.

Financial Implications

Funds required to achieve the 2025-2026 Business Plan £ 1850.00

Cash in bank as of 30th September 2025 £ 4,420.33

Income from events/bank interest £ 1,265.96

Central funds requested £ 650.00

Annual School Funds £ 2080.04 held in the central IHBC account

Branch Objective	Key Actions	Achieved Through	Lead Responsibility	Financial Implications
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Supporting Members	1. Organise c. 4 CPD events / site visits per annum	Support from branch members.	Branch Chair	£500
	2. Maintain up to date information on branch on IHBC website	Consider type of information to include and create a branch template. Update information and pass to IT consultant	Branch Secretary and other members.	Nil
	3. Increase attendance at events	Organising relevant events and feedback on events, publicity and networking.	Branch Chair	Nil
	4. Increase membership	Target non-members and coordinate a recruitment drive for new and lapsed members.	Membership Sec.	Nil
Building Partnerships	1. Continued representation by branch members on advisory committees, panels and forums.	Representation on East Midlands Regional Heritage Forum.	Fiona Newton.	Nil
		Representation on East Midlands Heritage Education Group.	Education Rep.	Nil
		Representation on Leicester City Council Conservation Advisory Panel.	Mike Taylor	Nil
		Representation on Derby City Council Conservation Advisory Panel.	Jon Millhouse	Nil

Maintaining an Active Branch	1. Organise 6 branch meetings per annum.(Virtual unless coinciding with CPD)	Virtual	Branch Secretary	Nil
	2. Prepare a branch business plan.	Ongoing discussion and consultation with Branch	Branch Treasurer	Nil
	3. Maintain branch accounts and submit necessary returns to Council.	Ensure invoices/expenses paid promptly and cash flow managed.	Branch Treasurer	Nil
	4. Organise Branch AGM linked to event and appoint officers	Publicise AGM thoroughly and encourage attendance	Branch Secretary	£500
	5. Ensure branch agendas and minutes and on website.	Provide details to IHBC IT consultant	Branch Secretary	Nil
	6. Provide for incidental expenses by Committee Members	Occasional postage, printing and other costs	Branch Treasurer	£50
IHBC Annual School 2019 Surplus	Bursary for 1 no full place for 2026 Annual School (excluding travel) or/ day school in person or virtual places dependent on interest.	Costs of Annual school 2026 <ul style="list-style-type: none"> - 1 x Full residential IHBC members £528 + VAT - 1 x Day school IHBC members £180 +VAT - 1 x Online School IHBC members £42 + VAT 	Branch Chair -	£800
Events	Running paid events including the possibility of the pilot training events. As well as	This would include the possibility of a number of		£400

	other IHBC approved/run events.	bursary places for members who meet identified criteria.		
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