

Minutes of Branch Committee Meeting: Tuesday 13th April 2010 The Fox & Crown, Appleton Gate, Newark

Present: David Boyson, Chris McKinney, Robert Walker, Stephen Bradwell, Rose Thompson, Roy Lewis, Jane Roylance, Jenny Timothy & Jason Mordan

Apologies: Fiona Newton, Phillip Grover & Chloe Oswald

1. Minutes of the Last Meeting

The Minutes were approved as a correct record.

2. Chairman's Report and Business Plan

Jane had nothing further to add to the items on already on the Agenda.

3. Treasurers Report

Rose reported that the accounts now stand at £517.45 (current account) & £189.67 (reserve account).

Rob asked whether it was possible to have confirmation of the final profit from the Annual School to report to the organising committee.

ACTION: Rose to contact Sean to ask for a final profit (surplus) figure from the Buxton Annual School

4. Membership Secretary

David noted that there were now 166 Branch members on the latest list from the IHBC and that he would forward the list to Steve to update the Branch e-mail address list.

ACTION: David to e-mail Branch membership list to Steve

5. Branch Reps Report

From the notes of the last Council meeting attached to the Agenda Roy reported the Council's concern with the advertised 'window scrappage' scheme – although David thought that this was not a government initiative but one being promoted by the double glazing window companies.

Dave Chetwyn had given evidence to the Penfold Inquiry regarding non-planning consents.

The Treasurer's report looked healthy although there was some discussion regarding future financial projections based on the affiliate membership given that there was a degree of uncertainty as to whether the affiliates would continue their membership.

PPS5 was also discussed noting that it had been published after consultations between IHBC and DCLG which resulted in some changes to the final draft. Roy noted that there was some discussion on the advice regarding controls over unlisted buildings as a heritage asset. On this point David said that his authority was looking to resist replacement windows in an old building that was not listed or in a conservation area based on the PPS5 advice.

Roy also noted that he was unable to attend the next Council meeting and asked for a volunteer to attend the meeting in London. Anyone interested in attending is asked to contact Jane.

6. County Reps Report

Chris McKinney (Derbyshire) - had nothing to report.

Jenny Timothy (Leicestershire) – reported that she had been elected as the County rep at the last conservation officers group meeting at Beaumanor Hall.

Robert Walker (Lincolnshire) –in the absence of Liz noted that a new conservation officer was in place at North Kesteven.

Jason Mordan (Nottinghamshire) – reported that the last meeting of the conservation officers group had taken place before Christmas with a visit to Bestwood. He also reported that Dave Bullen was leaving Newark and Sherwood.

Rachel Booth (Northamptonshire) – was absent

7. IHBC Committee Nominees

Jane noted that the next IHBC Technical Committee was forthcoming.

Jenny has had notification of the next Policy Committee meeting on 20th April.

8. Bursary Scheme for the Annual School

The revised wording from the last meeting was agreed and Rose was asked to reserve 2 day school places on the "early bird" scheme.

Rob offered to draft an e-mail to Branch members with assistance from Jane. It was agreed to set a closing date of $4^{\rm th}$ May so that applications could be reported to the next Branch meeting.

ACTION: Rose to reserve 2 "early bird" day school places and Rob & Jane to draft application for bursaries to be circulated to all Branch members

9. Branch Connection Day

David reported on his attendance at the recent Branch Connnection Day regarding membership. His main conclusion was that the Branch's assessment of membership applications against the professional competences was perhaps unnecessary as this was done by the IHBC membership secretary and that the IHBC were more interested in our local knowledge of the person.

Roy thought that basing our assessment on knowledge of individual was questionable as we may not know that person sufficiently well or it could introduce a bias against people and Rob noted that we had tried to set up objective criteria to avoid assessments of personality.

However David thought that we might be duplicating assessments made by the IHBC and that they seemed to be looking for something that adds value to the assessment of the membership application.

Jason added that whilst there was merit in carrying out the verification role, we might also be able to comment on the work that the person had been involved with, although this was really the role of the person seconding the membership application.

Roy was concerned that the IHBC's assessment of membership applications was not as thorough as was being suggested as it was only a small committee with a heavy workload and it was therefore useful to support them by carrying out the checks that we do.

David noted that he would ask for notes of the meeting and report back to a future Branch meeting with some possible revisions to our procedures for vetting membership applications.

Rob thought that it was still useful to assess membership applications against the professional competences and Rose was concerned that e-mailing membership applications for general comment might raise issues of confidentiality.

ACTION: David to report back on membership procedures

10. Arrangements for AGM

Rob offered to speak to Fiona regarding an EH presentation for the AGM but we still needed a suitable venue. Jason suggested Rufford Abbey as one possibility but it was also suggested that should we look to go towards Northampton given the location of previous AGMs.

ACTION: Steve to contact Rachel Booth as to possible AGM venues in Northamptonshire.

11. CPD Visits

Jane reported that Hathern terracotta was now established on its single site at Hathern and it was agreed that we arrange a visit for Thursday 24th June for group of 25 people from 2pm.

ACTION: Steve to prepare a publicity leaflet and e-mail members

12. Branch Publication

Jason was keen for the Branch to draft a guide to plaster floors and asked for any offers of guidance and information. Anyone with information on plaster floors or useful contacts was asked to notify Jason.

The main issue was that of authorship – do we look to volunteers or should we seek to pay someone to write a booklet. Given that there was general support

for the idea Jason offered to report back to a future Branch meeting with a more considered proposal and a brief for the work.

Roy suggested that this was something to involve the IHBC Technical Panel in and Jane offered to raise this at the next Technical Panel Committee meeting.

ACTION: Jane to raise issue of a technical pamphlet on plaster floors with the next IHBC Technical Panel Committee and Jason to prepare a brief to take this project forward.

13. AOB

No further business.

14. Date of Next Meeting: Tuesday 18th May 2010