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BUILDING · CONSERVATION

**Meeting held on Friday 30th September 2011
In the Music Room at Old Forde House, Newton Abbott
At 10.30am**

DRAFT MINUTES

Attending: Mo Pearce; Colin Ellis; Alyson Cooper; James Webb;
Liz Smith- Gibbons; Greg Venn; Kate Baxter-Hunter

1. Apologies

Ian Lund; Helen Garside; Caroline Power; Malcolm James; Adron Duckworth; Alex Marsh

2. Minutes of last meeting held on 27th May 2011

Agreed as correct record

3. Matters Arising

Vacant posts and AGM, see item 6 on agenda below

4. Treasurer's Report

AC reported the balances as £1735.81 (current) and £8031.71 (savings) making a total of £9767.52.

Need to submit accounts for end of September 2011 to Central Office. Half yearly agreed rather than quarterly as in Business Plan. AC requested instructions and agreement to pay honoraria to Chair, Secretary, Council Rep; Treasurer and Bulletin Editor. Agreed to be given as stated in BP and each individual able to gift back if they so wished.

Signatories need to be changed to enable internet banking account to be set up: These were agreed as Mo Pearce (Chair), Kate Baxter-Hunter (Sec), Alyson Cooper (Treasurer) and Ian Lund (Immediate Past Chair). Forms to be completed and returned to AC with copy of minute for the two new signatories – **KBH to action**

5. Report from the Chair

None recorded, but noted that MP attended recent Annual School and that this had been a success (163 delegates) – see Bulletin & Chairs Blog

6. AGM 2011/2012 including vacant County Reps and specialist posts (Simon Went, Stephen Bateman); new Committee members: Nichola Burley

Discussion related to need for AGM/ timescale in particular. AGM may not be part of the constitution, but still need to agree accounts, committee members, posts etc. Agreed that SB will stand down as County Rep for Gloucester and a replacement to be found; interest in vacant post for Events/Training by NB welcomed – **KBH to contact NB to discuss**

Following considerable discussion agreed the following events:

Informal Christmas/New Year event in 2 locations (north/south)

– interesting projects not normally accessible to the public, perhaps with NT or a Church, followed by refreshments – **ALL**

AGM - Topic - Theft of Lead (similar issues) - Mid April 2012; venue to be agreed, but with good access to examples – possible input from EH, DAC, Parishes, SPAB, Simon Cartlidge - **ALL**

Joint event with Plymouth University 2012 on topics related to energy conservation and energy generation, including energy efficiency, insulation, windows, solar power, solar slates and farms, archaeological implications. Speakers possibly EH – John Edwards, NT, Charles Brooking Collection etc. Possibly 2 venues as before.

7. Membership Issues including unpaid subscriptions

The role of central Membership Services is now being administered by Carmen Moran (previously Jo Theobald). Discussion related to 2no. recent applications for membership; how do we approach new members eg. Welcome Pack; current members; suspension for unpaid membership fees; protocol for contacting members regarding membership issues; data protection; inspectors who are IHBC.

Agreed All County Reps to liaise with LSG and check that their circulation lists are all still Members – ALL COUNTY REPS

Discuss issues raised with CM -LSG

8. National Planning Policy Framework

See draft response and information supplied by James Caird. This item raised considerable discussion, in particular relating to the direct link between the Strategy and individual LA's; Local Plan; Core Strategies; Myth Busting document; implications of the resource cuts in SW; national response; what is sustainability? substantial & cumulative harm; lack of detailed policies; historic environment as basis for future regeneration of areas; the Act; balance; significance; local distinctiveness; etc.

Many views and comments have also been circulated by email. It was finally agreed that:

LA's should respond individually to JC – ALL

Letter to Central Office re: Myth Busting Document- JW

9. IHBC NW Council Meeting & Branch Conference 23rd September 2011

JW reported back on the following issues: raising and spending branch funds – There still remains questions on who should have control over this?; Discussion included issues of uniqueness of individual branches based on location and distances travelled; Membership issues relating to increase in numbers of Affiliates, but less full members. At the present rate Affiliates will outnumber full members in 3 years which was not considered a good position for the IHBC to be in – various regions looking to address this with seminars/events aimed at encouraging affiliates to become full members- all to note –

Possible SW branch event to encourage full membership – include as Agenda item for next meeting- KBH

NW Conference (attended separately from the peripatetic IHBC meeting in Manchester): well organised and delivered with a large number of short papers.

Council Reports from: Eddie Booth (Secretary) gave Review of recent EH capacity building project in Cheltenham which he had been involved in – was useful in that it highlighted to councillors and members the importance of conservation and the role of the IHBC. Comment that in terms of resources urban authorities hit hardest with many rural areas to follow (the situation is worsening). Richard Morrice (Treasurer) highlighted the possible increase in subscriptions based on inflation, but given current economic situation, it is unlikely to happen; CPD survey of 1% of membership completed successfully, discussion regarding the use of the name 'student' rather than 'Affiliate' title as there was evidence that the latter was being abused by some planning agents/architects. IHBC governance trustees/decision making may change.

Future Schools:

Winchester 2012 - On significance

North 2013

Scotland (Edinburgh) 2014

Opportunity to host the next batch of peripatetic meetings of IHBC was discussed: September Council meetings 2012 -14: Possibility of SW Branch hosting one in the area. Need venue close to transport including airport, possibly Weymouth, Poole or Bournemouth. The Council meeting would normally be coupled with an event of some kind – ***JW & CE to discuss***

**10. Branch Connection Day (Publicity/Events)
8th November 2011 – delegate**

Agreed KBH to attend

11. Branch Activities/ Bulletin

Check deadline for next Bulletin and ensure they are on IHBC website. Some confusion over the Summer Bulletin (correct version?) – *AM to confirm*

12. Exchange of information

AC attended SWHEF; UNESCO guidelines on significance – understanding best tools for assessing character (buildings, landscape, rural, urban, archaeology)

13. Any other business

JW asked for County Groups and relationship to IHBC to be raised as an Agenda item at next meeting.

KBH to circulate Contact Addresses as still some omissions

Date of next meeting: Friday 27th January 2012 at Newton Abbot