

**Minutes of the 22nd Annual General Meeting of the Wales Branch of the  
Institute of Historic Building Conservation held virtually  
on the 11<sup>th</sup> May 2022  
via Zoom**

**PRESENT: (Virtual)** James Drew (Acting Branch Committee Chair), David McDonald (IHBC Chair), Jill Fairweather (Cadw, Historic Environment Skills Manager), Michael Netter (IHBC Professional Services Officer), Sean O'Reilly (IHBC Director), Fiona Newton (IHBC Operations Director), Genevieve Arblaster-Hulley (Acting Wales Branch Treasurer), John Edwards (IHBC Board Trustee for Wales), Kath Hilsden (Acting Branch Membership Secretary), Kathryn Moore (Acting Branch Events Officer), Matt Pyart (Acting Branch Communications Officer), Trefor Thorpe (Branch Representative on HEG), Jude Wheeler (IHBC National Office Support)

Sally Edwards, Alex Evans, Graham Frecknall, Edward Holland, Amy Longford, Moira Lucas, Jonathan Morgan, Janet Poole, Nick Renwick, Gareth Roberts, Bella Romain, Peter Wood, James Yeandle

*[Full IHBC Members underlined]*

**1. APOLOGIES:** Kieran McLenaghan, Lindsay Cuddy

**2. MINUTES OF THE PREVIOUS IHBC WALES BRANCH 21<sup>st</sup> AGM HELD ON 5<sup>TH</sup> JULY 2019:**

The Minutes of the previous AGM had been distributed prior to the AGM. It was noted that due to the pandemic and other difficulties no AGM had been held in 2020 or 2021.

Given the significant time that had elapsed and changes within the branch since the last AGM it was proposed that the minutes be accepted and that we move on.

**Agreed *nem. con.***

**3. ACTING BRANCH CHAIRMAN'S & FINANCIAL REPORT**

**3.1. New start** - This AGM marks an important point for the Branch where a line can be drawn and the committee and members are encouraged to look forward to reconnecting with each other, potential new membership and others as an active, open, and inclusive Branch.

**3.2 Appeal** - Branches are inherently people-centric but without enough support, either through formal committee roles or informal volunteering and support roles at both national and local representative level, they cannot function effectively and make things happen.

**3.3 Planning ahead** – The committee is keen to connect and communicate with and hear from members and others about what they want from the Institute and this Branch in order to build up the membership and strengthen the Branch at all levels through face-to-face and virtual events, and by exploring and developing better connectivity and networking.

**3.4 Event announcement** – Thanks to John Edwards an event is being planned on 6 September 2022 at Plas Mawr, Conwy when planning for the IHBC Annual School 2023, to be held in Swansea, will also be focused on.

**3.5 Thanks** - JD thanked those who had been involved (ie. volunteers, and especially Trefor Thorpe and Jude Wheeler (IHBC National branch support) for making this AGM happen and regalanising the committee and branch on a path towards exciting opportunities in the future.

**3.6 Financial update** – The Branch and National Office are currently operating a temporary holding arrangement, with the Branch having direct access to funding from the National Office whilst it adjusts and updates its legacy banking arrangements. A full report will be presented to the next AGM when the Branch will have both an elected committee in place to oversee affairs and a revised Business Plan. Thanks to Kath Hilsden for obtaining the current Wales Branch bank balance which totals £1826.41 (in 3 separate accounts). No income or expenditure has been recorded during the past two years on these accounts.

#### **4. ELECTION OF IHBC WALES BRANCH COMMITTEE OFFICERS**

4.1. It was reported that nominations included those listed in the agenda. Other branch roles, as listed on IHBC Guidance, were also available.

As there were no further nominations, it was proposed that those listed be approved *en bloc*.

TT proposed, and KM seconded:

**CHAIR**  
**VICE CHAIR**  
**BRANCH SECRETARY**  
**BRANCH TREASURER**  
**IHBC BOARD TRUSTEE FOR WALES**  
**BRANCH MEMBERSHIP SECRETARY**  
**BRANCH REPRESENTATIVE ON HEG**  
**COMMUNICATIONS OFFICER**  
**EVENTS SECRETARY**

**James Drew**  
**Vacant** (no nominations)  
**Vacant** (no nominations)  
**Genevieve Arblaster-Hulley**  
**John Edwards**  
**Kath Hilsden**  
**Trefor Thorpe**  
**Matt Pyart**  
**Kathryn Moore**

**The motion was carried *nem. con.***

**All the above therefore constitute the new Branch executive committee.**

The committee was encouraged to take steps to fill the other vacant posts, and in particular that of Branch Secretary, as soon as practically possible and to co-opt additional members from within the branch as required to enable the branch to operate effectively.

## **5.0 DATE AND TIME OF THE NEXT ANNUAL GENERAL MEETING**

5.1 To be agreed.

**Meeting closed**