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BUILDING · CONSERVATION

YORKSHIRE BRANCH

**Minutes of Meeting of Yorkshire Branch Committee held online
using ZOOM app (arranged via RT)
7 December 2020 @ 6.30pm**

	Present:	Action
	Simon Revill (SR), David Rawlins (DR), Keith Knight (KK), Eric Carter (EC), Maria Calderon (MC), Stan Driver (SD), Emma Gibbens (EG), Annabel Longfield-Reeve (AL), Hilary Byers (HB), Liz Humble (LH), Rebecca Thompson (RT), Louise Winrow (LW), Stephen Walker (SW)	
1.0	Welcome: D.R welcomed RT & SW as new members of the Committee. Further introductions at the AGM meant they were not necessary now. Welcomed by all present. DR thanked RT for arranging the Zoom link.	
2.0	Apologies: Naiomi Kempton (NK), Tom Bromet (TB), Andrew Shepherd (AS),	
3.0	Declaration of Any Other Business EG - many of the details on the National website for Yorkshire were out of date and asked that her private email address be removed. A discussion subsequently ensued and it was agreed that ALL private email addresses should be removed and, instead, utilisation be made of yorkshire@ihbc.org.uk and ihbcyorkshire@ihbc.org.uk . EG to follow up and ask Michael Netter or Peter Badcock of IHBC for yorkshire@ihbc.org.uk to be directed to Simon as Chair, instead of KK, with a default to someone else on the Committee in Simon's absence (Simon to nominate). ihbcyorkshire@ihbc.org.uk should perhaps be directed to the Branch Rep, as previously, i.e currently SD.	EG SR
4.0	Minutes of previous meeting. Minutes of the meeting held on 7 September 2020 were accepted by those present.	
5.0	Matters Arising <ol style="list-style-type: none">Yorkshire Branch AGM. DR reported that our first Virtual AGM seemed to go reasonably well, albeit with some hiccups experienced by Andrew Shepherd & his computer! Hence an initial delay was used to allow those present to introduce themselves and showed what variety of professions & expertise is enjoyed by IHBC Yorkshire. We then allowed the AGM to proceed, followed by a talk by Andrew on Cultural Heritage in Gjirokastra, Albania – a fascinating & interesting presentation on Heritage in Albania. NK said it was reminiscent of a project she was involved in about 8 years ago in Bulgaria. Good to hear reference to David Baxter's excellent work at Bontida with the Transylvanian Trust.Subsequent to the AGM, DR sent out a questionnaire to those who attended for feedback on the use of ZOOM, as it was clear that a number of those who registered to join us via Eventbrite were, for some reason or other, unable to or had some difficulty registering via ZOOM. Feedback received (thank you to those who returned the feedback) suggested:<ol style="list-style-type: none">Suggestion that the talk be recorded to enable more members to see via our Twitter Account.Not ALL members have used ZOOM before, including those retired and including Local Authority employees. It should not be assumed that all have and therefore a need to provide future attendees with better log-in information. There should be a recommendation to register with Zoom to make things easier.	DR

	<p>c) Members have to prepare in advance and ensure their IT is updated and working correctly.</p> <p>During a subsequent discussion the following suggestions were made:</p> <p>i) Create Video link via YouTube. Do we have the resources / do we want to? This must depend on the availability of a Committee member or other willing to action. Liability issues? Viability of such matter and / or Recording of the event should be discussed with HQ.</p> <p>ii) Zoom is clearly very good due to accessibility and not having to travel to meetings, but does lack the personal contact. ie it does have a role connecting people & therefore have a future, accepting such limitations.</p> <p>iii) Arrange for Zoom connection to be placed on Eventbrite to allow those who booked ready access. This would avoid the need to email attendees individually, with some emails going missing or awry!</p> <p>iv) MC said Historic England use Adobe Connect, which is very good, but costly.</p>	SR / DR
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6.0	Officer's Reports	
6.1	Chair (SR) SR to send out Questionnaire to members to obtain their views, as he suggested at the recent AGM. SR to circulate Committee members with sample of questions to be asked. Results of questionnaire to be placed in next Newsletter.	SR
6.2	Branch Rep Report (SD) SD expressed concern that his appointment as Branch Rep was "nomination pending" at the National AGM. Strange, since appointment already specified in the Yearbook for 2020! SR to follow up with Head Office (Sean O'Reilly) to confirm SD's nomination.	SR
6.3	Treasurer's Report (EC) EC (Elevated to FULL Membership since our meeting, which is excellent news) wants to finalise the Business Plan. He wished to know the number of likely events, costs etc. Any conference in person will cost much more than any virtual event, but would be more effective due to social interaction between members. SD pointed out that face to face events would only be from April at the very earliest. Hence, there would need to be a review at that time. For the time being SD suggested that a notional budget be created in 4 x break even events April to September. These do not necessarily need to be profit making. Best to take costs etc from the York event run by NK and SR last year, concentrating on Outside events rather than inside. With greater freedom, vaccines distribution etc, will come greater benefit. EC will send out the Business Plan to Committee members when ready. No expenditure or income since last meeting i.e. account is still £1488.18. The Annual Accounts have been sent to HQ, with no queries back to date. Also see 6.5 – KK.	EC
6.4	Secretary's Report (DR) DR has been regularly circulating members with details of online events from Historic England (Free Tuesday afternoon webinars, which can also be downloaded, if required) & details of events from SPAB (at nominal cost) & YCCC (Free). All very useful. DR indicated that he had been very busy in one way or other on IHBC matters in recent months.	

6.5	<p>Events Secretary (LW) MATES Day. SR, who attended the last MATE session indicated that there had been some confusion, suggesting there had been insufficient time to go through each members' presentation as each member was not given sufficient time to prepare in advance. EG to supply Ramona with feedback & ascertain when Ramona to run next event. EG indicated that she had not received any feedback herself from Ramona. Furness Abbey, Barrow (SJ & TB). To be run by Furness Bricks. Potential for tour in 2021?</p> <p>Listed Property Owners Club (EG) This has now been cancelled due to continued use of the Conference Centre as a Nightingale Hospital.</p> <p>Conservation Training Course (KK) KK asks if we can budget for say six sessions? Venue: Bedern Hall, St Andrewgate, York. YO1 7AL. Cost of venue: £156 per session Cost to participants £15 IHBC members £20 non IHBC members. When: Saturdays 10:30 – 12:00am Dates: tbc (Following Andrew's fascinating talk KK therefore preparing PowerPoint talks for his Minster Tour, York Tour and York's surviving medieval churches; to be delivered possibly January, February and March? However, due to COVID restrictions this is not likely until at least the Spring, hopefully April – September). SD pointed out that IHBC Yorkshire has previously paid the room hire for these events, and received from KK any surplus after deducting his fee. For 6 events, bookings would cost £936. With a limit of 15 attendees per event, IHBC Yorkshire might expect to receive £40 to £50 per event, depending on the proportions of members and non-members attending, i.e. income of £240 to £300. These figures would be relatively easy to insert into the Business Plan, but we would probably need to add the standard national funding of £750 to the plan (to be requested only if actually needed) in order not to run down the reserves too far.</p> <p>Thatching Event. MC is hoping to run an event in Bilsdale towards the end of 2021 using Section 106 money.</p>	EG SJ / TB KK MC
6.6	<p>Membership Secretary (LH) LH There are now 162 Yorkshire members, a fall since last quarter, probably due to the failure of Student numbers (See NK comments in 6.9) or even due to fewer members, as part of the impact of COVID-19. We need to strengthen our membership base, by encouraging more students to stay, and encouraging more Affiliates to become Full members. Any update to the members list has to wait for update from HQ before LH can distribute. DR said he had done what he could to update emails himself, but LH said these would not necessarily be reflected in the list from HQ when supplied, as HQ can only react to info supplied by the individual members first. Currently we have no accurate emails for Duffy & Kenyon-Hill.</p>	LH
6.7	<p>Branch Media Officers. SJ Not present. SJ encourages members to utilise IHBC Yorkshire Twitter @ihbc_yorkshire. Password reminder: Heritage1!. SJ has suggested wider publicity to members to use IHBC Yorkshire on Twitter. The Blog is not currently used. A question was therefore raised as to whether we still need it. EG pointed out that she was unable to find the Word Press site by searching Google. However, the Committee concluded YES, it should be used more, such as a point of contact / use by Regional Reps. Every attempt should be made by all Committee members to utilise Twitter & Word press account and SW to ensure it is kept up to date. SJ or SW will post all events on Twitter etc., if those arranging them can provide details. Committee minutes should also be placed on Word Press {and on the IHBC Branch page on the National Website)</p>	SJ /SW DR

	<p>All agreed that those organising Events would benefit from additional training as to how to utilise Social Media, inc. Twitter.</p> <p>SJ indicated that the Twitter Account currently goes to Keith, so this will need to be changed. This can apparently be done via IHBC HQ.</p>	DR
6.8	<p>Newsletter Editor (AL). AL has yet to receive any feedback in respect of the Newsletter sent out after the AGM. There followed some discussion with regards possible additional newsletters during the year i.e. SR suggested mid-term as well as annually (after the AGM), or newsletters as & when or quarterly. Concluded that there should be one additional newsletter: perhaps after next Easter. This could include, for example:</p> <p>a) Regular Question & Answer for ONE member. LW to send AL suggested questions. b) Results of SR's Questionnaire. c) Anything that personalises the Newsletter. d) Details of any Events. e) Article on a matter of interest. Invite members to supply articles on a particular subject, OR, about a particular Project they have been working on.</p>	AL LW
6.9	<p>County Reps.</p> <p>North Yorkshire — NK sent a note via DR asking whether IHBC have made it easier for Student members to join the IHBC. This comment has been raised before with Gill Chitty at the University. Essentially, the Students are offered free membership of the IHBC whilst at the University – their emails tend to have initials followed by @york.ac.uk. Many do attend events / including the presentation before the AGM, but then allow membership to lapse when they leave the University or move elsewhere in the country. Attempts via Gill do not yet appear to have succeeded, but this is worth chasing / greater analysis to see if any ex-students can be retained as members.</p> <p>NK attended the virtual National AGM, along with several other Committee members, and has provided her observations in a note to be placed in IHBC Yorkshire Twitter Account (Blog)</p> <p>South Yorkshire. AS emailed stating that the letting of the contract for the next phase of repairs at Wentworth Woodhouse on behalf of the Preservation Trust is now in hand. East Yorks. HB No comment. West Yorks. AG not present.</p> <p>Heritage Alliance Rep :(RT). As a new member of the Committee RT said she had a large number of papers on the Historic Environment Forum to read, so will do a presentation at the next meeting. DR asked RT if, as a senior member of CIOB she could also provide feedback to this Committee with regards Events to be held by CIOB that could be of interest to IHBC Yorkshire members. RT said the CIOB National Conference was on 5 November.</p>	NK SJ RT
7.0	<p>Any Other Business.</p> <p>RT expressed that, in her view, this meeting was too long (at 1.5 hours) and should be shorter and more to the point. DR agreed. SD suggested that info should be distributed in advance to enable a shorter meeting.</p>	RT
8.0	<p>Next meeting – 1st March Venue: Online (unless otherwise notified).</p>	ALL