|  |  |  |
| --- | --- | --- |
|  |  IHBC logo Yorks branch (purple)**Minutes of Meeting of Yorkshire Branch Committee held online using TEAMS** (arranged by MC as host)**24 April 2023 @ 6.30pm** |  |
|  | **Present:** Maria Calderon (MC), David Rawlins (DR), Eric Carter (EC), Stephen Walker (SW), Stan Driver (SD), Illan Santos (IS), Stephen Gandolfi (SG), Emma Gibbens (EG), David Holtby (DH) | **Action**  |
| 1.0  | **Welcome**: MC welcomed everyone. MC opened Teams at 6.00pm and suggested that this will also be done at future meetings to provide time for committee members to catch up and chat outside of the official meeting.  |  MC |
| 2.0  | **Apologies**: Tom Bromet (TB), |  |
| 3.0  | **Declaration of Any Other Business** MC expressed that some feed-back from potential new members related to membership fees for those on low income. Whilst help is provided for those on an income of below £19000 pa, it is understood that such amount is actually below the National Minimum Wage, and should perhaps be increased to reflect this and general inflation etc. A figure of £25000 was suggested. DR to take our concerns and suggestion to HQ. .  |   DR |
| 4.0   | **Minutes of previous meeting.** Minutes of the meeting held on 23 January 2023were accepted by those present.  |   |
| 5.0 | **Matters Arising** 1. **Yorkshire Branch AGM 2023**. We now need to be looking at the venue and format of the next AGM, perhaps for early October or earlier rather than later. DR suggested perhaps revisiting Hull as an update to the City of Culture visit in 2017 lead by HB. DR understands that HB still be happy to be involved despite her resignation from Committee (Visit to the National Picture Theatre site depending on timing?). SW & IS agreed to work on venue and subjects that would be of interest. SW as East Yorkshire Rep agreed to lead venue planning. DR suggested that talks be based on the IHBC Competence requirements required for applicants to Full Membership. SW subsequently suggested basing talks on Finance / tendering, help towards Grant Aid & how to administer Grants / Other sources of Grant. Craig Broadwith, Historic Places Officer in Hull may be able to lead one session: SW will approach Craig and HB. Other themes will still be considered.
2. **Resignation of Hilary Byers**. DR has received notification from Hilary Byers (HB) that, due to work overload she is unfortunately having to resign from the Committee. With Rebecca Thompson (RT) now elected to IHBC Vice-President (The Committee gave their congratulations to Rebecca on her new position), we could now do with additional members of the Committee. DH wishes to remain as a Committee member without Portfolio for the moment. There followed some discussion with regards to potential replacements known by members of the Committee.
3. **Camelia House visit** (TB). Whilst TB not present, general feedback received has been very positive, albeit very intense, but showed challenge of dealing with client who has own ideas. IS and KK have offered to write something for the next Newsletter and insertion on our Twitter account.
4. **Change to Local Authorities in North Yorkshire.** The merging of Local Authorities in North Yorkshire does not appear to have yet affected individual Conservation Officers but Departments have yet to merge. It was agreed that unless concerns were raised then this matter will not be discussed again.
 | SW / ISIS/KK |

|  |  |  |
| --- | --- | --- |
| 6.0  | **Officer’s Reports**  |   |
| 6.1  | **Chair (MC).** MC, due to Annual Leave, has not ben at her desk for 15 days and, as such, is unable to give an update on any current Consultations. However, she reminded the Committee about the IHBC AGM on 3 May and to the Annual School June 21 – 24th based in Swansea where the main subject matter will be Climate Change and the solution for the environment.  | MC |
| 6.2  | **Branch Rep Report (SD)**  SD was unable, at the last moment, able to “attend” the Council “meeting” on 30 March 2023. However, DR did “attend” and reported the following main points: 1. Our Rebecca Thompson was elected Vice president.
2. Anna Hart, Affiliate Support is about to launch a new form in a more streamlined format with separate guidance documents plus a video of the guidance aimed at helping affiliates become full members. They will shortly be a new webpage offering step-by-step guidance. There will also be supporter surgeries available on a monthly basis. Sample answers and what is expected can be provided.
3. Workload pressures for Conservation Officers. Some are working over 50 hours a week with a little help from managers. Research is suggested to say what workload should be. The substantial decrease in numbers of conservation officers (1/3 down since 2006) has resulted in a substantial increase in requests by councils for an extension of time to planning applications. This is having significant repercussions on developers and house owners i.e. the System is crumbling. NOTE, another comment at Council, but not mentioned at Committee: “IHBC has to do something by putting a case to Government, perhaps with move to charging for applications and to ring fence funding for conservation officers. The life of conservation officers could be made better by ensuring that Conservation Areas are adequately protected as per the current laws.”
4. Member consultation on petitioning for a Charter of the Institute. The whole process will cost IHBC on fees and admin charges (£80k?) because of the uniqueness of our profession, which includes a variety of Professions. It will help crystallise respect from other organisations as well as from the public. It was certainly enhance our professional status and provide a stronger market position. The whole process is likely to take several years of preparation before final approval in 2026 to 2027. This will involve significant staff time and trustee commitment but shouldn't push up subs. The IHBC has sufficient reserves to cover the costs of the application. The aim is to create a Chartered Institute first and then Chartered members down the line, in due course. The IHBC will welcome input from members (comments/Questions to Lydia – admin@ihbc.org.uk) . Mike, David & Sean will be happy to meet branches when the time comes.

There was general support from the Committee members regarding Chartership.  |  SD |
| 6 .3  | **Treasurer’s Report (EC)** There has been no change since the last meeting. The Bank balance remains at £1809.62.  |  MC |
| 6.4  | **Secretary’s Report (DR)** No additional comments to those already made.  |  |
| 6.5   | **Events Secretary (TB)** *Those organising the events will need to arrange Risk Assessments / Health & Safety etc prior to each event (3 months’ notice) to ensure we are covered by IHBC Insurance.* *IHBC Yorkshire have been supplied with a Banner available for use at physical events. This is currently stored at IS’s office in York (ARUP). The Branch has also been offered IHBC folders for use at Seminars etc: we can ask for the folders from Jude Wheeler prior to a specific Event or Conference.* *Head Office can pay for the expenses of Speakers when aimed at the IHBC Competences. Also, an extra £200 – 250 is available for a IHBC 25 event. i.e**A: Design**B: Communication & Negotiation**C: Energy Efficiency & Renewable Energy Sources**D: Traditional Skills & Crafts**E: Fire Safety* Currently, we have the following options: SD to send DR an Event Proforma for circulation. 1. **Walking Tour, York** - KK is open to continuing the walk around the centre of York, started before the Pandemic, if demand is sufficient.
2. KK considering restarting the **Conservation Course** again.
3. **MATE events**. MC asks whether the MATE sessions can be recorded and placed on the IHBC web page?
4. **Timber** – How to design low carbon extensions and alterations, from Robert Thorniley-Walker. MC has asked to see his suggested content for the talk first. IS to ask what the content could be, and could then be at the same time as MC’s suggested visit to Wakefield at a Timber frame building, where we have been invited to do a tour (Details via MC): limited to 6 on scaffolding. Could also perhaps supplement events on Timber being offered by YCCC.
5. **Tour of Yorks Handmade Bricks** via Alan Nixon. No action to date, but perhaps look at later in year.
6. SG through his role with York City Council is arranging a Conservation Day on the **Red Tower, York City Wall** on 12 & 13 August. A key partner in the event will be Khmer tiles who provided the tiles for the red tower project & will involve various craft demonstrations, and stalls from contracted specifiers e.g. Donald Insall Associates. Free to all. SG agreed the Yorkshire Branch could have a stand at this. Volunteers are required to man the stand.
7. **Calverley Old Hall** (suggestion via David Blackburn). YCCC & YVBSG have arranged previous visits: apparently very worthwhile. TB to follow up, but ask AG for help as West Yorks Regional Rep.

MC stated there is a danger in trying to do too much. It was agreed by the committee that the committee would not try to plan any more events for this year beyond the event in York by SG, the AGM and perhaps an online event. Any other efforts would focus on next year. DH expressed an interest in joining the events team next year when he is more familiar with the operations of the committee.  |  SDKKMCIS / MCMCSGTB/AG |
| 6.6  | **Membership Secretary (NK)** NK not present. NK has sent DR an up-to-date list of Yorkshire members: More than half of Yorkshire members are “Supporters”.  |  NK |
| 6.7  | **Branch Media Officers.** (IS)DR to send contact details; Codes for Twitter. IS hopes to discuss format etc with MC & DR.  | DR |
| 6.8 | **Newsletter Editor (EG).** EG hoping to start work on the Newsletter 2023 shortly, perhaps with articles on Theatres. If anyone has any ideas, please let EG know. SG can provide a note on York City Wall event to promote to members.  | EGSG |
| 6.9  | **County Reps.** **North Yorkshire** –-Stephen Gandolfi nothing to report beyond 6.5 (f).  **South Yorkshire**. RM not present**East Yorks.** SW nothing to report. **West Yorks**. AG – Not present.  |    |
| 7.0  | **Any Other Business.** EG has left Harrogate BC, and after a short break intends to set up a private Consultancy.  |   |
| 8.0  | **Next meeting –** 28 June2023 Venue: Online (unless otherwise notified). |  ALL |