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Welcome to the IHBC Yorkshire Branch Newsletter. This newsletter is extra special as it introduces the current IHBC Yorkshire Branch Committee!

It also outlines the **AGM** for 2018 on 29th September, which will be held at The Leeds Library. The library is an interesting historic building dating from 1768.

At the AGM we will be reviewing positions within the Yorkshire Branch Committee, some members wish to step down which will allow for new members to join and other members would like to be re-elected to their posts. The expectations of each Committee member are detailed at the end of this newsletter. The current Committee is listed later in this newsletter.

At the AGM, we are looking to fill the following posts:

- **Events Secretary** (A position that is currently supported with a sub-committee of two other members)
- **Treasurer**
- **North Yorkshire Representative**
- **South Yorkshire Representative**

The Committee would also welcome anyone who would be interested in joining the Committee to attend Council+ and F&R meetings which are held in London and in the Regions. These sessions are where the policy of the IHBC is discussed on behalf of members. Particular input is currently required from younger members! This can be with/without our Branch Representative, before reporting back to Committee. Expenses for attending National IHBC meetings are reimbursed by IHBC. Contact number: Branch Secretary - David Rawlins 07957 403973

New Twitter Account

We have a new Twitter account for IHBC Yorkshire! Do please join our group, see @IHBC_Yorkshire

1. Recent Events

Affiliate's workshop held at the Kings Manor, York

On 25 November the IHBC's Learning, Education, Training and Standards ('LETS') Officer Kate Kendal visited Yorkshire to host an IHBC Affiliate's workshop. The event, held at the beautiful and historic King's Manor in York, was aimed at people wishing to upgrade from Affiliate member to Full or Associate member.

Kate opened proceedings with a presentation on the application process. This was followed by a series of small group workshops covering each of the 8 competencies that we need to demonstrate when making an application. Facilitation of the workshops was ably provided by experienced IHBC Yorkshire Branch Committee Members.

There was a great turnout, with people joining us from Yorkshire and adjacent regions, and from professions as diverse as local authority planning, heritage consultancy, stonemasonry and surveying. There were a few extra attendees on the day, so please do ensure that you make a booking (usually this will be via Eventbrite) for any future events to help us manage branch records and finances.

We had some great feedback and hope to host similar events in future years.

Piece Hall, Halifax

"The Piece Hall, a Grade I Listed Building, is one of Britain's most extraordinary buildings. Built in 1779 to trade 'pieces' of cloth, it is now the UK's sole surviving cloth hall and offers a unique window back into our past.



Its near 250-year history has seen the building take on many transformations – in Georgian times as a place for trading locally made 'Kersey' and other cloth, later as a gathering point for Victorian spectacles and political rallies. It then became a wholesale market, before being transformed into a visitor attraction and, most recently, undergoing an extensive conservation programme.

During the visit, attendees were taken on a journey spanning almost quarter of a millennium, meeting characters from the past and hearing fascinating stories about this truly incredible building.

2. Upcoming Events

AGM

To take place on 29th September 2018 at The Leeds Library. Please arrive for 1.30pm for the AGM to begin at 2pm. Following an Introduction to this fascinating historic building, Alan Gardner (Building Surveyor & SPAB Scholar) will give us a talk on **Philosophy into Practice**. The event is FREE to members.

All details will be sent to members by email and bookings will be made through Eventbrite. In the meantime, we would welcome notification of anyone interested in helping on the Committee: Contact David Rawlins on 07957 403973.

Conservation Training

A series of Conservation CPD workshops has commenced in York at the King's Manor. The modules, one a month, are based on the ICOMOS Education and Training Guidelines on which conservation courses such as master's courses and conservation accreditation schemes are based.

These are (generally) being held on the first Saturday of each month and last an hour and a half – or more depending upon the level of discussion! There has been a strong core of attendees plus others who have an interest in particular modules

The following four modules have been held:

- 1.1 Architectural conservation
- 1.2 International and historic context
- 1.3 Philosophy and ethics
- 1.4 Legislation policy and guidance

For those that have missed modules, or would like to attend the whole of unit 1 we are holding an all-day catch-up as follows:

| | |
|----------|----------------------------------|
| Event | Conservation Architecture Course |
| Module | Unit 1 - Modules 1.1 to 1.4 |
| Location | York |
| Venue | King's Manor |
| Date | Saturday 13th October 2018 |
| Time | 10:00 - 4:30 |
| Cost | £25 + booking fee |
| Bookings | Eventbrite (to be circulated) |

A timetable will be issued so that those wanting to catch-up on particular modules can do so or follow the whole day.

Course bookings are on a module by module basis and there is a maximum of 25 places. Further details will be circulated by course leader Keith Knight.

3. Introducing the Yorkshire Branch Committee

Keith Knight – Chair



Director of his own architectural practice in York for the last eighteen years Keith is an RIBA Accredited Specialist Conservation Architect with over 30 years' experience in the complex area of the historic built environment. Working in the private, public and voluntary sectors he held posts of Building Conservation Officer for a National Park and a London Borough before moving to English Heritage as Historic Buildings Architect. He sits on a variety of committees and has been appointed to several design review panels. He is a judge for the Civic Trust Awards and the Leeds Awards for Architecture. Keith was course leader of the RIBA conservation course, delivering courses in historic cities all over England, Cardiff and twice in Hong Kong. He has recently been appointed as a Trustee of Wentworth Woodhouse Preservation Trust Rotherham a forgotten stately home which the branch has visited.



Stan Driver – Treasurer



Stan is a Chartered Town Planner, and a retired member of IHBC, which he joined in 2001. Since his retirement Stan has served as Secretary of the IHBC Yorkshire Branch from 2010 to 2013 and as Treasurer from 2013. His experience includes three years as Housing and Environmental Regeneration Manager for Batley City Challenge, during which he was responsible for programme management and grant funding for the restoration, repair and re-use of a number of listed buildings. Subsequently he spent ten years as Principal Planning Officer (Conservation & Design) with Kirklees Metropolitan Council, leading the conservation team. During this period digital photographs of all the 5,000 listed buildings in the Borough were obtained, and the curtilages of listed buildings, and their attached or curtilage buildings, were defined. Several new conservation areas were designated, and a large number of others appraised.

Stan secured the repair of the listed obelisks and monuments in Kirklees, together with a number of listed milestones. He also advised on the repair and restoration of numerous listed buildings, specialising in 16th and 17th century examples, including timber framing. In his early career Stan was responsible for the appraisal and designation report for the Conservation Area at Elsecar, South Yorkshire, designated in 1974, and reputedly the first ever industrial conservation area in England.

Matthew Bentley - Yorkshire Branch Representative on the Council



Matt works for Leeds City Council as a Senior Conservation Officer and has worked within the historic environment for 15 years. Matt's primary skill set is within the public sector in dealing with planning and listed building applications, providing specialist technical advice on the repair of historic buildings, the appropriate use of traditional materials and writing Conservation Area Appraisals and Management Plans.

Matt is a strong advocate of equal rights and shared parental responsibility. As such Matt shared his wife's paternity leave, taking six months off to look after both his daughter and son. Something that he would recommend to all new and prospective Dad's!

David Rawlins – Secretary



David is a retired Chartered Surveyor and specialist in Historic Building Conservation & a retired full member of the IHBC. He holds the RICS Diploma in Building Conservation & is also a member of the SPAB & National Trust.

David was Director of his own Company for almost 23 years. His core business was in the undertaking of Residential Building Surveys of Listed and other period properties, with specialist reports available on single defect issues. He provided specialist independent advice on the repair & maintenance of Listed Buildings and other period buildings, including diagnostic reports on damp issues, windows, chimneys etc.

Kim Miller - Events Secretary



Kim lives in Sheffield and is employed by the National Trust as Planning Adviser for the east Midlands, based at Hardwick Consultancy Office. A geographer and Chartered town planner, Kim also has experience in research, planning policy, urban design and regeneration gained at Bristol City Council and Cheltenham Borough Council.

Having recently completed a postgraduate qualification in Architectural History, Kim is hoping to progress to Associate Membership of the IHBC in the near future.

Liz Humble – Membership Secretary



As Membership Secretary of the Yorkshire branch Liz is keen to support and encourage new members and existing members wishing to upgrade.

Liz is a Heritage Consultant and Director of Humble Heritage Ltd, which she established four years ago. She has worked within the historic environment for over 15 years, during which time she has researched and written over 100 heritage statements, 30 conservation management plans and a number of archaeological desk-based assessments, statements of significance and so forth for a wide variety of historic places. These have facilitated managed change, successful funding applications and have helped remove 'at risk' sites from the national Heritage at Risk register maintained by Historic England. She has provided expert support for a wide range of successful applications - planning permission, listed building consent, scheduled monument consent and church faculties - and has a great deal of experience of providing advice for a range of designated heritage assets including conservation areas, listed buildings, scheduled monuments, world heritage sites and registered parks and gardens.

Hilary Byers - East Yorkshire Representative



Hilary was Conservation Officer with Hull City Council for over 30 years before becoming self-employed as Hilary Byers Heritage Conservation in 2008. Providing Heritage Statements, Conservation Area Appraisals and conservation advice to Townscape Heritage Schemes have been her 'bread and butter' since, together with advising grant applicants and applicants for Listed Building Consent. She is also involved with several voluntary groups, including helping to rescue the National Picture Theatre, a 2nd World War bombed cinema on Beverley Road in Hull.

Fun comes from dancing with all-women Morris side, The Raving Maes.

Stephanie Jenkins - West Yorkshire Representative, Social Media



Stephanie works for the Churches Conservation Trust where she works as Regeneration Manager. Stephanie has nearly ten years experience working with the historic built environment.

She is a Chartered Building Surveyor and holds a Masters degree in Sustainable Heritage, gained from University College London Bartlett School of Architecture.

Stephanie has worked throughout the UK and Europe and has been fortunate to work with a number of prestigious historic buildings including Greenwich's Old Royal Naval College, and the Palace of Westminster.

Stephanie is particularly interested in the relationship between heritage and sustainability of communities. Please get in touch with Stephanie to discuss any matters regarding West Yorkshire.

Anne Sims – Newsletter Editor



Anne is the IHBC Yorkshire Branch Newsletter Editor. She works as a Senior Heritage Consultant at AECOM and as a Senior Conservation Officer at Harrogate Borough Council. She has worked in the heritage sector for over 12 years and is a chartered planner. She started by studying Town and Regional Planning at the University of Dundee and then gained a Masters in Conservation Studies at the University of York.



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Anne started working as a Conservation Officer and has worked at Councils in West Yorkshire, North Yorkshire and London where she has been involved in the repair and development of numerous listed buildings, conservation area appraisals and town improvement schemes. She also has experience at working in an architectural practice and has carried out projects on building analysis, church repair schemes and masterplanning. She is currently providing specialist conservation advice at Selby District Council. She specialises in the appropriate repair and maintenance of historic buildings.

Penelope Whitworth – Heritage Trust Liaison Officer



Penelope is the Heritage Trust Liaison Officer on the IHBC's Yorkshire Branch Committee.

Architecture and conservation have always been particular interests of hers, and she had the opportunity of developing them in a practical way as a founder trustee and secretary of a small building preservation trust near York.

This role gave her an insight into the pleasures, frustrations and resilience such enterprises demand. She gained experience in most aspects of BPT work.

In 2003 she was asked to become the Yorkshire regional organiser for the

Association of Preservation Trusts which has now become the Heritage Trust Network. In the same year she agreed to become the co-presenter, with the chair of the Yorkshire branch of IHBC, of the popular "Restoration Yorkshire" conferences.

Andy Graham



Andy is an Urban Designer and Heritage professional whose specialism revolve around the fusion of urban design and heritage in order to create sustainable places for the future that are grounded within their historic context. He has over 17 years' experience working within the public and private sectors both in the UK and abroad and currently spends most of his time developing commercial and community projects through his company TheUrbanGlow Design & Heritage which has seen him undertake large area characterisation studies and masterplans, as well as acting as expert Heritage and Design witness at Planning Appeals. Andy is a recognised Design Council CABE 'Bee', a full member of the IHBC and sits on the Fabric Advisory Committee for York Minster and Ripon Cathedral. He also recently published a book 'York in 50 Buildings'.

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4. Recent Branch Members

We welcome Nick Bridgland as a full member of the IHBC and the following affiliate members who joined the Yorkshire Branch in the first half of 2018:

Mr Stephen Gandolfi
Mr Don Hobson
Mrs Tiffany Snowden
Ms Rowena Creagh
Dr Thomas Yarrow
Miss Katherine Steele
Mrs Fiona Gibson
Mrs Jennifer Bulmer
Dr Louise Cooke
Mr David Hornsby
Mr Keith Langton
Miss Claire Price
Ms Leisa Clements

5. Future Newsletters

Can you help?

We are looking for articles and contributions for the next edition of the newsletter and for the Twitter account. If you have any ideas for future articles or discussion topics you would like to share with members in future newsletters, please get in touch.

6. Future Meetings

Branch Committee meetings normally take place on a Monday, every quarter. The meeting is held at the Brigantes public house on Micklegate, York.

If you would like to get involved with Branch activities and help organise and deliver future CPD events please get in touch.

7. Committee Member Roles

The following is a guide to the roles, of IHBC Branch Committee members. Some activities may be subsumed within other branch posts. Only the Branch Representatives elected at the national AGM are required to be Full IHBC Members. Other posts may be filled by Affiliate members.

Posts generally require attendance for up to 4 meetings a year. All roles will require access to e-mail as well as IT competence, as would be expected of an IHBC Full Member.

Chair

Key task: *Oversee branch operations. Chair and direct Branch meetings*

1. Oversee all branch arrangements and operations, including AGM arrangements and providing overall direction for the Branch
2. Oversee and ensure the submission of a current (annual) Branch Business Plan in line with National Office guidance
3. Oversee and secure the implementation of the current Branch Business Plan, alerting National Office and Council (through the Branch Representative) as required to any concerns over achieving targets and/or objectives
4. Liaise as point of contact for wider Branch membership (identified as 'Branch Contact on web and contacts list)
5. Oversee content of meeting agendas
6. Liaise with Branch representative on council to promote communication and understanding between Branch and national body
7. Oversee financial and funding arrangements with Branch Treasurer
8. Represent the Branch in public activities relevant to the Branch as appropriate
9. Maintain oversight to ensure currency of Branch Committee web page on national IHBC web site, and related communications (e.g. regarding events notification to national office)
10. Inspire and guide committee members, and oversee officers and appointments to ensure balanced representation, securing support from national office as required
11. Liaise informally with national office and IHBC officers as required

Time implications: 3-6 Branch meetings p.a.; others as required.

Vice-chair (vacant)

Key task: *Support the Chair in all areas of responsibility as agreed in branch.*

1. Support the chair in all areas of responsibility

2. Accept portfolio responsibilities as required to ensure the proper operations of the Branch

Time implications: 3-6 Branch meetings p.a.; others as required.

Branch Representative (on council)

Key task: To represent the interests of the IHBC as a trustee on the governing council, and maintain communication between Branch, Council and national office as appropriate.

1. Represent the interests of the IHBC by serving as a trustee on the council of the IHBC
2. Maintain communication between Branch and Council on all organisational matters, including financial, educational and operational
3. Submit regular reports to Council on Branch operations.
4. Ensure that Branch concerns are raised directly with National Office or on council as appropriate

Time implications: 4 Council meetings p.a. and Branch meetings according to Branch practice.

Treasurer

Key task: Control, record and manage all income and expenditure, including funding opportunities

1. Oversee and manage Branch finances
2. Complete & submit branch returns for the previous financial year (October - September) by the end of November
3. Complete (or oversee) and submit Branch Business Plan in line with Branch operations for September or December council meetings, first obtaining committee or AGM approval as necessary.
4. Request national funding from national office following Council's approval of Business Plan (contact admin@ihbc.org.uk for details)
5. Oversee the finances of events, activities, initiatives etc
Liaise with national office (and council as necessary) on strategic financial issues for the branch, e.g. special insurance requirements, events or initiatives requiring

additional core funding from national funds etc.

6. Report funding situation to branch committee meetings and branch AGM

Time implications: 3-6 Branch meetings p.a.; others as required. Most of the workload will likely be from August to November whilst the Branch financial returns and business plan are in preparation

Secretary

Key task: Arrange, document and archive information on Branch committee meetings, advising and guiding officers of responsibilities as required

1. Prepare and circulate agenda for branch meetings
2. Take minutes of branch meetings and AGM as required
3. Issue notice of AGM at least 28 days before the event
4. Prepare AGM papers and ensure that AGM venue is suitably served for the event
5. Secure, or oversee, arrangements for committee meetings.
6. Manage all relevant records (minutes; archiving etc)
7. Notify National Office of ALL meetings and/or events (e-mail web@ihbc.org.uk with dates for inclusion in web diary)
8. Liaise, as required, with National Office on relevant matters, especially the Business Office (Lydia Porter, admin@ihbc.org.uk) on administrative issues (branch paper etc) and Membership Services Officer (Carman Moran membershipservices@ihbc.org.uk) on professional or events issues (e.g. event management etc)
9. Maintain and operate the up-to-date list of branch members provided by the national office, as well as any other Branch-based contact procedures and systems.

Time implications: 3-6 Branch meetings p.a.; others as required. Increased workload may occur in advance of each committee meeting or AGM.

Events Secretary

Key task: *Oversee and as required manage events, including arrangements for billing, directions to venues, liaising with speakers and venues*

1. Plan, organise and conclude events, securing and directing support from committee members and others as appropriate
2. Maintain and oversee input to programme of future events
3. Liaise with partners involved with events or events programming, including other organisations and individuals
4. Carry out, or oversee delegation, of events activities relating to the Branch

Time implications: 3-6 Branch meetings p.a.; others, including with partner organisations and representatives for events as required.

Membership Secretary

Key task: *Manage membership applications in a timely and confidential manner, liaising with the National Office and on behalf of Branch as appropriate*

1. Liaise with National Office on Membership applications in the Branch, receiving, circulating and responding on applications in a timely fashion
2. Secure and distil comments from relevant parties on applications
3. Provide additional guidance on applications to actual or potential applicants
4. Maintain familiarity with membership assessment guidelines, procedures and standards as required
5. Operate to the highest ethical, administrative and organisational standards and provide discrete and confidential advice and guidance

Time implications: 3-6 Branch meetings p.a.; others as required.

Education Secretary

Key task: *Provide a contact point for all relevant educational issues relevant to Branch interests*

1. Maintain familiarity with educational issues at national level and feed these to branch planning and activities

Time implications: 3-6 Branch meetings p.a.; others as required.

Policy Secretary

Key task: *Provide a contact point for all relevant policy issues relevant to Branch interests*

1. Maintain familiarity with policy issues at UK and national levels as appropriate, in particular through contributing to the IHBC's e-based consultations panel (Contact consultations@ihbc.org.uk) and feeding relevant issues to Branch committee and members as appropriate.

Time implications: 3-6 Branch meetings p.a.; others as required.

County representative

Key task: *To provide a conduit for communication between the wider membership and the Branch Committee.*

This is a linking role that operates mainly in England. It can include:

1. Building up contacts with members in the county
2. Discussion and report on IHBC matters at county meetings of conservation officers. This includes providing information on the activities of the branch committee, publicising events and ensuring members know what is happening
3. Co-ordinating requests from the Secretary or Branch Representative for information from the membership. This can include sending out emails and other requests and collating information into a suitable form for return. This can often include some chasing up of information and preparation of feedback to a tight deadline.
4. Feeding back the views of members in the county to committee meetings.
5. Raising issues at committee meetings on behalf of members in the county.
6. Preparing a report of activities in the County for branch AGM.
7. Providing feedback on membership applications.

Time implications: 3-6 Branch meetings p.a.; others as required.